

# ST MARTHA PARISH COUNCIL

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## Minutes of the Meeting of St Martha Parish Council held on 7<sup>th</sup> September 2020 at 7 p.m. by Zoom Video Conferencing

### Present:

Cllr Mrs. P. Allen  
Cllr G. Brown  
Cllr J. Peake (Vice Chairman)  
Cllr Mrs. C. Price  
Cllr Jean-Pierre Pugh  
Cllr S. Sokolowski (Chairman)

**In attendance: Parish Clerk** - Anne Tait

### Also present:

Andrew Norris  
Cllr Keith Taylor – Surrey County Council (left at 7:30 p.m. to attend Albury PC meeting)  
Cllr Adrian Cansell – Shalford Parish Council

### CHAIRMAN'S ANNOUNCEMENT

The Chairman welcomed everyone and explained the arrangements for conducting the Zoom meeting.

### AGENDA

#### **20/69 APOLOGIES FOR ABSENCE**

Guildford Borough Councillor Diana Jones (attending a Placemaking and Innovation Meeting).

#### **20/70 DECLARATION OF INTERESTS**

Councillors Mrs Allen and Price both declared that they knew the applicant of planning application:  
**20/P/01377** – to be discussed at Agenda item 8(b).

#### **20/71 MINUTES**

**RESOLVED:** The Minutes of the Ordinary Parish Council Meeting held on 15<sup>th</sup> July and the Extra-Ordinary meeting held on 11<sup>th</sup> August 2020 were approved as a correct record and will be signed by the Chairman at the earliest opportunity.

#### **20/72 PUBLIC SESSION**

No public were present and no matters were raised.

#### **20/73 REPORTS:**

To receive Reports, Communications and Updates (for information only, or to be discussed at a future Council meeting).

##### **Surrey County Councillor:**

Cllr Taylor reported on the message received from Natalie Bramhall – Surrey County Council (SCC) Cabinet Member for Environment & Climate Change. SCC has made a commitment to facilitate the planting of 1.2M new trees in the County over the next 10 years as part of our Climate Change Strategy. Suggestions for tree planting in the Parish were discussed:

- At the Chilworth Village end of the Chilworth War Memorial Garden, Dorking Road. Suggestion is a native fruit tree as they are good pollinators, attractive and would provide a local food source. (Postcode - GU4 8NP)
- One on the corner of Halfpenny Close and Blacksmith Lane (Postcode - GU4 8NH)

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- On the green in the middle of Halfpenny Close – to replace a fallen one earlier this year (Postcode - GU4 8NJ)

### Parish Clerk:

1. **Shalford PC Meetings:** Councillors AGREED to attend on the following dates:

- 17th September – Cllr Clare Price
- 22nd October – Cllr Graham Brown
- 19th November – Cllr John Peake
- 17th December – Cllr Stephanie Sokolowski

2. **Chilworth Newsletter** – Cllr John Peake noted that the editorial deadline for the next copy to the Clerk is **12<sup>th</sup> September 2020**.

3. **Annual Meeting of the Gunpowder Mills** – Cllrs AGREED that due to Covid-19 the meeting is cancelled until further notice.

### Parish Councillors

Cllr Peake reported that he had spoken to Hilary Parker re water flow issues and gaining permission to look in the grounds of Postford House.

## **20/74 UPDATES TO THE WEBSITE AND ACCESSIBILITY REQUIREMENTS**

Councillors discussed how to proceed with uploading news items onto the website.

**RESOLVED:** To ask Emma Hosking to upload the news items and reimburse on receipt of an invoice from Cow-Shed at the rate of £50.00 per hour. The Clerk to upload in a timely fashion all other information.

**RESOLVED:** To ask Emma Hosking to research and implement plans for the Parish Council Website to be compliant with the new accessibility regulations coming into force on 23<sup>rd</sup> September 2020. This work to be paid at £50.00 per hour.

## **20/75 THE GUNPOWDER MILLS**

### West Lodge

**RESOLVED:** Andrew Norris AGREED to draft a letter to Caroline Reeves re-stating the Parish Council's commitment to:

1. The West Lodge planning application
2. The HLF
3. The Lease

## **20/76 PLANNING**

(a) Councillors to note the outcome of those applications previously reported:

**20/P/00933** - St Martha's Cottage, 77 Dorking Road, Chilworth GU4 8NP - **Certificate of Lawfulness** for a proposed development to establish whether the conversion of the existing garage into a habitable space, including changes to fenestration would be lawful. **GBC Approved 11/08/2020**.

(b) Councillors AGREED a **corporate** response to GBC on the following applications:

**20/P/01377:** Hurstcote, Halfpenny Lane, Chilworth GU4 8PY. Erection of a glass link from the main dwelling to the existing garage, underground tunnel connecting the main dwelling to the existing garage, extensions, and alterations to the existing outbuilding. Construction of a swimming pool and replacement store.

**RESOLVED:** *The Parish Council recommend that GBC approve the plans as submitted.*

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**20/P/01405:** 8 Haywards Corner, Dorking Road, Chilworth GU4 8BG. Second floor extension, including changes to garage roof structure, three dormers and other changes to fenestration.

**RESOLVED:** *The Parish Council recommend that GBC approve the plans as submitted.*

**20/P/01354:** Brantyngheshay, Sample Oak Lane, Chilworth GU4 8RE. Proposed extensions to the front, side, and rear elevations, following demolition of existing rear extensions and conservatory. Changes to doors, windows, and fenestration.

**RESOLVED:** *The Parish Council recommend that GBC refuse the plans as submitted.*

**20/T/00236:** Tal Y Bont, Blacksmith Lane, Chilworth GU4 8NQ. T1 Oak, 5m crown lift, 30% crown thin, crown clearance, dead and dangerous removal, ring and remove most of the ivy.

**RESOLVED:** *The Parish Council recommend APPROVE.*

**20/P/01432:** Arkaig, 26 Roseacre Gardens, Chilworth GU4 8RQ. Front and rear extension along with changes to fenestration

**RESOLVED:** *The Parish Council recommend that GBC approve the plans as submitted.*

### **20/77 HIGHWAYS AND RIGHTS OF WAY**

No items were reported.

### **20/78 CHILWORTH WAR MEMORIAL**

The Clerk received no update from John Bailey.

### **20/79 CORRESPONDENCE**

E-mail from Charles Botting confirming that he agrees the canal has become seriously clogged and silted.

**RESOLVED:** The Clerk to arrange a meeting with Charles Botting and Councillors to visit the site. It was AGREED that the Parish Council needs to establish who owns the land where the blockage is occurring and involve Guildford Borough Council with resolving the matter.

### **20/80 FINANCIAL MATTERS**

(a) **RESOLVED:** Cllrs approved the bank reconciliation for July 2020.

(b) **RESOLVED:** Cllrs approved the schedule of cheques presented for payment by the Clerk.

(c) **GBC Concurrent Grant 2020/21:** The Clerk reported that the application was submitted to GBC on Friday 4<sup>th</sup> September 2020 for £2,000. Thanks were given to Cllr Pugh for his assistance with writing the application and obtaining the estimate.

### **20/81 ITEMS FOR THE NEXT MEETING**

Councillors agreed the following items for discussion at the next meeting:

- The Chilworth War Memorial remedial work
- Highways and Rights of Way
- Merrist Wood Steps
- Chilworth Post Office
- The Parish Council Website

**DATE OF NEXT MEETING:** Monday 12<sup>th</sup> October 2020

### **EXCLUSION OF PRESS AND PUBLIC**

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EXCLUSION OF PRESS AND PUBLIC it was RESOLVED at 8:45 p.m. that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Public be excluded from the items listed under Confidential business of the Agenda.

### **AGENDA PART II**

#### **20/82 LOCAL GOVERNMENT SERVICES' PAY AGREEMENT 2020/21**

**RESOLVED:** Councillors AGREED to the salary increase recommended by 'NJC 2020-21 Salary Scales' for the Clerk with effect from 1st April 2020.