

DRAFT MINUTES

Shalford Parish Council Meeting on Thursday 23 February 2017 at Chilworth Village Hall

- 1) Apologies: Present:** Cllrs. Mary Phillips (Vice Chairman), Adrian Cansell, Jeff Cox, Nigel Keane, Mike Parsons and David Thomson.
In Attendance: SCC Cllrs George Johnson and Keith Taylor, St Martha PC Cllr Michael Lunnon, Nuala Livesey (Parish Clerk).
Apologies: GBC Cllrs Michael Illmann and Matt Furniss
- 2) Declaration of Disclosable Pecuniary Interests by Councillors on any of the agenda items, in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No 1464):** None
- 3) Minutes: Confirmation:** The Council considered and confirmed the minutes of the last Council meeting held on the 26th January 2017. The minutes were then signed by the Chairman.
- 4) Councillor Report: SCC Cllr Keith Taylor** reported that SCC finances had made national headlines over recent weeks regarding the 15% increase in Council Tax and the related referendum. He confirmed that while budgets were very tight and that although they may be better in the 2018/19 financial year it had been agreed to increase the annual tax by 5% to support the Adult Social care programme
SCC Cllr Johnson added that a cross party group had been set up to look at the costs of SCC and which would consult with the Economic Prosperity Board which he was a member of, so steps were being taken to alleviate some of the current financial problems of the council. He confirmed that he was still working to get the railings on Shalford Common by the railway bridge replaced, that the crossing points for Christmas Hill and The Street were ongoing and that funding had been approved for the VAS training for Shalford councillors. He also added that it had been agreed to provide quiet surfacing on the A3 through the borough and that he would continue to discuss Unstead Lane with Highways officers. Cllr Phillips reported that the Poplar Road crossing point was now fully operational and had been well received by residents.
Cllr Keane reported that the surface of Trunley Heath Road was in very poor condition as the surface had collapsed in some areas. This was a concern as it was the main route for Thames Water disposal lorries getting to the Sewage Works in this road. He also commented that the side of Godalming Road Peasmarsh was now looking very clear and tidy following clearance work by the GBC Countryside team for which residents were very grateful
Cllr Cansell added that although Dorking Road Chilworth was outside the parish it was in a very poor condition between Chilworth and Albury
GBC Cllr Parsons reported that the emerging Local Plan was going to consultation in late June or July for six weeks for observation on the updated aspects of the plan only. Previous comments would all be forwarded to the Inspector and the timetable was anticipated as being submitted in December or January for adoption in September 2018

- 5) Crime Report:** the Clerk will present the published crime figures which are attached at the end of these minutes.
- 6) Public session:** No members of the public were present.
- 7) Planning: Current Planning Applications (Appendix 1):** The Council will consider each application and agree to either support all applications except:
17/P/00271 Corner Cottage, The Common, Shalford: front porch extension, first floor rear extension and changes to fenestration. This application was deferred for decision to be made and ratified at the next meeting.
17/T/00033 85 The Street Shalford: T1(yew) – fell, T2 (cherry) – fell . No decision could be made on this application as there was insufficient information provided by the applicant, although this was reported to GBC.
- 8) Highways issues:** the Clerk confirmed that VAS training had been organised for the evening of Tuesday 11th April at Guildford Sea Scouts Dapdune Wharf. Further details would be provided to councillors attending. A member of ST Martha PC would be invited subject to space so that the VAS could be used in St Martha parish I a suitable location could be agreed.
- 9) Clean Up 2017:** the Clerk confirmed that the Volunteer group would be out in Shalford on Sunday 5th March to support the latest Keep Britain Tidy initiative. Dates for the whole summer for the group had been agreed and were available on the website. Cllrs Keane and Cox confirmed that they would attend. It was still hoped to get an active group working in Chilworth this summer.
- 10) Brookwood Field:** the Council was asked to consider a report regarding the maintenance of the field and its future use and approve the proposed pitch maintenance programme. Following discussion it was agreed that the quoted maintenance work on the field would be carried out to bring the grass back to good condition and to prevent further deterioration. Cllr Cansell outlined the potential users of the field for the next winter season and it was agreed that further work would be done on the proposed use for next winter and on the long term arrangements with Thames Water
Resolved: to carry out maintenance work to the sports field as per the quotes received.
Proposed: Cllr Keane, **Seconded:** Cllr Cansell
- 11) Children's play areas:** the Clerk reported that a meeting had been arranged with the GBC Play Development officer to look at the possible options for improvements to Hornhatch play area. She also confirmed that the existing licence agreement would have to be revised as it only covered the equipment that was already there. It would also be necessary to liaise with the Housing Manager for Hornhatch as the land came under their jurisdiction. Cllr Phillips commented that things had seemed very positive at the last council meeting but that GBC worked very slowly and really needed to support this work GBC Cllr Parsons confirmed that both he and Cllr Illman would support proposals and that he would discuss this with GC Cllr Rooth, the leader of the Housing Committee and he felt sure he would be supportive as well. Consultation work would start through the Play Rangers session and it was hoped that Chilworth2gether would still support improvements to the area as they had indicated last year.
- 12) Finance report:**
12.1) Report for the year up to the end of January 2017 (Appendix 2): This report provides an updated review of the 2016/17 accounts up to 31st January 2017. Income for January totalled £1366.33 being mainly allotment rents and one interment. Expenditure for the month was £4,460.30 incl VAT being mainly regular expenses, annual play area inspection fees and allotments maintenance. The cash balance at the end of January was £133,613.34 compared with £136,707.31 at the start of the month. In comparing actual with budget, expenditure at 63.6% was comfortably within budget for the year.
12.2) Appointment of internal auditor 2016/17: the council approve the appointment of Mrs Yvette How as internal auditor for 2016/17

Resolved: to appoint Mrs Y Howe as internal auditor for the Council for the 2016/17 financial year.

Proposed: Cllr Parsons, **Seconded** Cllr Keane

- 13) Authorisation of Expenditure:** the Council agreed the following additional expenditure:
SSALC Clerks Networking Day £75.00 incl VAT
- 14) Report from St Martha PC meeting:** Cllr Cansell reported that the meeting with Anne Bott of SSALC regarding Neighbourhood Planning had been postponed. Following discussion regarding dealing with planning applications from GBC the council had asked if they might avail of the A3 printer provided to Shalford PC if necessary. The Clerk confirmed that once the printer was up and running this would be possible. The S38 application for parking ticket machines at Newlands Corner had been approved. Proposals regarding West Lodge had been delayed due to the response being awaited from GBC. It had therefore not been possible to make any provision in the 2017/18 PC budget for supporting this project. It had also been discussed that the surface of Dorking Rd was in a very poor condition and that the lines at the junction of New Road and Christmas Hill needed repainting. The Clerk agreed to report this to SCC. Cllr Phillips thanked Cllr Cansell for his continued attendance at the St Martha PC meetings and added that if any other member would like to attend it would give him a break.
- 15) Annual Assembly:** the Clerk confirmed that she had been trying to arrange with Alex Bayley to give a short talk at the meeting on wildlife at the cemetery and round Shalford Common. This had not been confirmed yet. It was agreed to invite local groups to attend as in the past and to prepare a display of recent projects within the parish, including the volunteer group, Brookwood Field, the cemetery Chapel and play areas.
- 16) Cemetery Chapel restoration:** the Clerk confirmed that work would commence on the next phase of the chapel restoration on Monday 27th February and was likely to take 12 weeks to complete. Some minor amendments had been made to the proposals to keep it within budget.
- 17) St Mary's Church Wall:** the Clerk reported that a meeting had been held with the GBC tree officer at the church following on from a previous meeting with the GBC Engineers. Priorities identified were the restoration/replacement on capping stones on the east?? Wall and rebuilding of the bulging section alongside the Lych gate. Buddleia and some other shrubs would need to be removed on the rear boundary with Thames Water. The tree alongside the foot entrance on The Street was regarded as having significant value and would need to be retained so any work on that section of the wall would have to be carefully done around the tree. It would now be possible to start to put together an outline plan for maintenance of the wall.
- 18) Shalford fete:** the Clerk confirmed that the fete would take place on Sunday 11th June 2017. It was agreed that the PC should have a presence at the fete and that as the theme of the event was cycling related it would be good to promote the possible improvements to the path between Dagley Lane and Thames Water for cycling and access to Guildford. As the Local Plan would be going out to consultation around that time it would be useful to promote this as well. Cllr Phillips commented that it would be good to see a strong attendance from members and that perhaps some might get involved in some of the other parts of the fete such as the tea tent as well as working on the PC stand. The Clerk agreed to let the organising committee that a request could be made for the Mayor of Guildford to attend.
- 19) Correspondence:** The Clerk agreed to send a letter of congratulations to Chilworth2gether for the work that they had done over the last year following receipt of their annual report. It was agreed to add the request from Kent, Surrey and Sussex Air Ambulance for a grant to the agenda for the next meeting.
- 20) Members reports: Cllr Cansell** reported that the path to Brookwood Field had become very potholed and work would need to be done to improve the path. He also confirmed that the tree surgeon had agreed works to be carried out around the boundary of the field.

Cllr Phillips confirmed that the Clerk had successfully completed the Cilca qualification which would have benefits for the whole council.

Meeting closed at 9.35pm

Signed.....Chairman

Date.....

Date of Next Meeting: Thursday 23rd March 2017 at **Shalford Village Hall.**

Crime stats December 2016

Chilworth

- 1 x theft - Brookwood Field or nearby
- 1 x violence/sexual offence - Brookwood Field or nearby
- 1 x violence/sexual offence - Hornhatch Lane

Shalford

- 1 x antisocial behaviour - Pound Place Close
- 1 x theft - in or near Station Road
- 1 x violence/sexual offence - Kings Road
- 1 x public order offence - in or near Weald Close
- 1 x criminal damage or arson - Kings Road slip road
- 1 x burglary - Morecote Close
- 1 x antisocial behaviour - Somerswey
- 1 x burglary - Chinthurst Park
- 1 x burglary - Grantley Close
- 1 x criminal damage - Tannersfield
- 1 x antisocial behaviour - Broadford Park

Peasmarsh

- 1 x drugs incident - Oakdene Road
- 4 x violent/sexual offence - James Road
- 2 x theft - Peasmarsh petrol station
- 1 x drugs offence – Peasmarsh petrol station
- 1 x shoplifting – Peasmarsh petrol station