

DRAFT MINUTES

Shalford Parish Council Annual Meeting on Thursday 25th May 2017 at Shalford Village Hall

- 1) **Election of Chairman:** On a proposal by Cllr. Keane seconded by Cllr. Midgley it was unanimously agreed that Cllr. Birkett be re-elected Chairman.
Cllr. Birkett then signed his acceptance of office.
- 2) **Election of Vice Chairman:** On a proposal by Cllr. Birkett seconded by Cllr. Keane it was unanimously agreed that Cllr. Phillips be elected Vice-Chairman.
Cllr. Phillips then signed her acceptance of office.
- 3) **Apologies: Present:** Cllrs. Bill Birkett (Chairman), Mary Phillips (Vice Chairman), Adrian Cansell, Jeff Cox, Nigel Keane, Alan Midgley and David Thomson.
In Attendance: Nuala Livesey (Parish Clerk), SCC Cllr Matt Furniss, Cllr John Peake (St Martha PC), three members of the public
Apologies: Cllrs Mike Parsons and Nick Wiggin, SCC Cllr Keith Taylor, GBC Cllr Michael Illman
- 4) **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
- 5) **Minutes: Confirmation:** The Council confirmed the minutes of the last Council meeting held on the 20th April 2017. The minutes were then signed by the Chairman.
- 6) **Councillor Report: The** Chairman congratulated Cllr Furniss on his election as the SCC councillor for Shalford ward. Cllr Furniss reported on behalf of GBC that the Local Plan would go out for consultation on 9th June and reminded the meeting that the consultation would only relate to the changes made since 2016 although all previous comments would go to the inspectorate. The housing number target had been reduced by 1400 and there was very little else that would affect Shalford parish specifically. The Broadford Road Business Park was being retained rather than changed to a housing site and consultation sessions would be taking place at East Horsley on 14th June, Tongham on 15th June and Millmead on 1st July. He reported on behalf of SCC that the budget for the Local Committee and Highways dept was being slashed along with most other areas and that the council was looking at sharing costs with districts and boroughs across the county. The Chairman commented that the council had been surprised to see the public footpaths cuts and the likely impact of this, particularly the suggested closures if paths became unsafe. SCC Cllr Furniss confirmed that this would only be as a last resort. Cllr Midgley suggested the council identify all the paths that might be affected within the parish. The Chairman commented that there had been some difficulty with collection of green waste from the volunteer group activities and that if there was an expectation that the council take on more of this work greater cooperation was needed.

7) Crime Report: the Clerk presented the published crime figures for the previous month which are attached at the end of these minutes.

8) Public session: Cllr John Peake (St Martha PC) asked if there was any progress with the possibility of adding new traffic signals to the New Road -Christmas Hill junction and what improvements the council favoured. The Chairman commented that without any new development in that area it was unlikely that there would be any improvements at the junction despite the fact that this was the unofficial southern bypass route around Guildford and was unsustainable in its current form because of the volume of traffic using the route. SCC Cllr Furniss agreed to look into this issue but added that there was no money currently available for any scheme at this junction.

The owner of Vine Cottage on Shalford Common made a short presentation to the council outlining the problems of parking on the Common outside Hubers garage and around the cricket pavilion where there are regularly upwards of 40 cars parked. She detailed the things that Hubers were entitled to do and those that they were responsible for. She urged the council to take action to address the parking restrictions properly and to make Hubers keep to their agreements to bring this part of the Green Belt back to its proper condition. The Chairman confirmed that the council was in regular discussion with the GBC Countryside team who were dealing with these problems and that the parish council had no powers to deal with these issues but continued to work with GBC to solve the problems. Another member of the public added that these issues were not restricted to that particular part of the Common but were all around the edges of the Common in the village. GBC Cllr Furniss confirmed that the whole of Shalford Common was being looked at in detail at the present time and while the Countryside team were responsible for this they did not necessarily have enforcement powers to deal with problems so had to follow the correct legal route. He confirmed that he would report back on this before the next meeting. Cllr Midgley added that it seemed sensible to try and address small areas individually rather than use a blanket approach across the whole Common.

9) Committees and Outside Organisation Allocations:

9.1) Finance Committee: the Chairman, Cllrs Keane Thomson and Midgley.

9.2) Cemetery Committee: the Vice Chairman, Cllrs Parsons, Keane, Thomson and Cox with Full Council for financial decisions.

9.3) Commons Committee: Full Council.

9.4) Brookwood Field Committee: the Chairman, Cllrs Cansell, Thomson and Midgley.

9.6) External Organisations- Shalford Village Hall Management Committee: Cllr Phillips

SSALC: Cllrs Birkett and Keane

Smith's Charity: Cllr Parsons with Mrs Zoe Figueredo and Mrs Karen Summers,

Shalford Village Pavilion: Cllr Birkett

9.5) Working groups-

Playgrounds: Cllrs Phillips, Wiggin, Cox, Midgley and Cansell

Cemetery Chapel restoration: Cllrs Birkett, Thomson and Keane and Cox

Allotments: Cllrs Parsons, Birkett, Keane and Midgley

Communications: Cllrs Wiggin, Midgley and Birkett

10) General Power of Competence: the Council confirmed that it met the criteria to use the General Power of Competence and agreed to use it until the next Annual Meeting.

Resolved: to use the General Power of Competence until the next Annual meeting in May 2018 **Proposed:** Cllr Birkett, **Seconded:** Cllr Cox

11) Standing Orders: the Council approved the reviewed Standing Orders of the council.

Resolved: to approve the review Standing Orders. **Proposed:** Cllr Birkett, **Seconded:** Cllr Cox

12) Planning: Current Planning Applications (Appendix 1): The Council considered each application and agree to either support each application except:

17/P/00801 Treetops Boarding Kennels Old Portsmouth Road Peasmarsh: development of 39 residential units with associated access, public space and infrastructure on the grounds that

the divide between Guildford and Peasmarsh would be lost, the effect on the AONB and AGLV would be detrimental and the access onto the road was inadequate

17/P/01060 38 Hornhatch Chilworth: two storey side extension following demolition of garage on the grounds that the extension was out of keeping with the original building

17/P/01044 The Granary Foxburrow Hill Road Bramley: certificate of lawfulness for an existing development to confirm to planning application 16/P/00696. No comment made due to the technical nature of the application

The Clerk confirmed that no letter was sent to the Surrey Advertiser following a review of the detail of the decision made by GBC regarding the Planning Committee procedures.

- 13) Dunsfold Park:** the Chairman outlined the background to the forthcoming Public Enquiry commencing on 18th July and the fundraising efforts of the Joint Parishes Group and POW to support the use of specialist advisers and a legal team to fight the proposed development. All the other parishes in the group had contributed to the fund and Shalford needed to agree its financial support to the group. He confirmed that GBC had opposed the scheme until mitigations proposals were presented which included £4-5m for Shalford and a further £5m for the centre of Guildford which could include a Park and Ride at Stonebridge. Cllr Phillips added that if the Dunsfold development did not go ahead these schemes would not be implemented but if it gained approval they would have to be provided before any property on the site could be occupied. She also felt that it was important to encourage Shalford residents to contribute to the fund.

Resolved: to donate £5,000 to the Joint Parishes Fund. **Proposed:** Cllr Birkett, **Seconded:** Cllr Cansell on a vote of 7 in favour, 0 against

- 14) Brookwood Field:** the Chairman confirmed that agreement had been reached with Guildford Saints FC to use the field for the 2017-18 season commencing in early September. The additional maintenance works on the top end of the field would need to be carried out

Resolved: to contract Adrian Foster to carry out proposed improvement works as per the estimate of 24th March. **Proposed:** Cllr Cansell, **Seconded:** Cllr Birkett

St Martha PC Cllr Peake asked a question about the correspondence regarding a possible cycle path/route through Brookwood Field. The Clerk agreed to contact the lady and confirm the situation re use of the field

- 15) SCC Public Footpaths policy:** Following on from the discussion in the Councillors report it was agreed that Cllrs Birkett and Midgley would compile a list of footpaths in the parish to see what could be done to help with the maintenance and prepare a report for the council. The Clerk agreed to find out about the SCC volunteer group to see if they could help with maintenance work.

- 16) Shalford Common:** as a result of discussions during the public session it was agreed that the council would write formally to GBC to try and accelerate the legal process required to improve the illegal issues associated with the Common, particularly the area around Hubers garage and the cricket club. The Clerk agreed to ask Mrs Robertson for a copy of her presentation and the Hubers agreement that she had access to

- 17) Children's play areas:** the Clerk confirmed that a quote for a cradle swing at Peasmarsh play area had been received

Resolved: to commission a cradle swing for Peasmarsh play area at a cost of £5,755 plus VAT

Proposed: Cllr Keane, **Seconded:** Cllr Cansell

Further quotes were awaited for Pound Place improvements

- 18) Allotments update:** the Chairman confirmed that a quote for the final clearance work at Peasmarsh had been received. It would then be possible to set out and let plots in the cleared area.

Resolved: to carry out final clearance work at Peasmarsh allotments at a cost of £850.00 + VAT

Proposed: Cllr Birkett, **Seconded:** Cllr Cox

The Clerk agreed to discuss the options for a skip for clearing rubbish from Bradstone Brook allotments with Mr Birch the site supervisor

19) Highways Issues: Cllr Furniss confirmed that Project Horizon had new priorities which did not affect Shalford. The A281 would be resurfaced from the Kings Road roundabout to Conford Drive . He also confirmed that the New Pond Road bridge would be replaced like for like by Network Rail. Cllr Keane asked for Trunley Heath Road to be reviewed because of sinking in key areas and the Clerk asked for the junction of Unstead Lane, Tilthams Green and Trunley Heath Road to be reviewed as the bridge railings needed replacement and had done so for some time. Cllr Furniss confirmed that he would be carrying out site visits with Highways officers over the next few weeks

20) Finance report:

20.1) Report for the year up to the end of April 2017 (Appendix 2): Report for the year up to the end of April 2017 (Appendix 2): Income for April totalled £35,796.75 being mainly cemetery income and the first instalment of the annual precept. Expenditure for the month was £6,825.91 incl VAT including regular expenses, works and Brookwood Field maintenance and annual subscriptions. The cash balance at the end of April was £147753.11 compared with £118,782.27 at the start of the month. In comparing actual with budget, expenditure at 7.0% was comfortably within budget at the year end.

20.2) Review of financial regulations and risk management strategy: the council approved the recommendations of the Finance committee regarding these documents.

Proposed: Cllr Birkett, **Seconded:** Cllr Keane

20.3) Request for support from Shalford Scouts: the Council agreed to offer £80 towards the provision of new signs for Shalford Fete. **Proposed:** Cllr Keane, **Seconded:** Cllr Thomson

21) Authorisation of Expenditure: the Council approved the following additional expenditure:
Office stationery £75.00

22) GBC Public Art: Following the presentation at the April meeting from the GBC Arts Officer, members discussed possible options. This included a bird house and a time lapsed photography project. Cllr Cox agreed to contact a local artist and members were encouraged to come up with further ideas for the next meeting.

23) Shalford fete: the Council confirmed arrangement for the Shalford fete on Sunday 11th June 12.00-4pm with the focus being put on the GBC Local Plan and the Dunsfold development along with the Volunteer Group.

24) Report from St Martha PC meeting: Cllr Cansell reported that the forthcoming changes to planning procedures had been discussed along with West Lodge which was awaiting a response from GBC and a possible cycle path through the Gunpowder Mills which would probably not be allowed because of the protected status of the site.

25) Correspondence: The Clerk reported a complaint from a resident about possible damage to a headstone in the cemetery related to the current building works. The Clerk and Chairman agreed to meet the lady on site. Shalford Guides had carried out environmental studies around the pond and would like to share the findings with the council. Cllr Midgley commented that there were too many ducks and geese on the pond for the number that could realistically be sustained there. The Council agreed to change the date of the September meeting from 21st to 14th September if a sufficient number of members could attend.

26) Members reports: Councillor Thomson reported that there were branches overhanging the footpath from Chilworth to Shalford from Old Croft.

Cllr Midgley reported that he had met a representative of SCC who worked with GBC on Flood and Resilience planning and who had agreed to arrange a meeting with other appropriate agencies to see how a forum could be moved forward in the parish

Meeting closed at 10.05pm

Date of Next Meeting: Thursday 22nd June 2017 at **Shalford Village Hall.**

Signed.....Chairman

Date.....