



*representing
the civil parish
of Shalford,
Peasmarsh
and Chilworth*

SHALFORD PARISH COUNCIL

Mrs N Livesey
Clerk to the Council

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MINUTES

Shalford Parish Council Meeting on Thursday 23rd January 2014 at Shalford Village Hall at 7:30 p.m.

- 1) Attendance and apologies: Present;** Cllrs Birkett (Chairman), Phillips, Bawden, Morden, Parsons, Lewis and Young.
In attendance: Mrs Nuala Livesey, SCC Cllr Johnson.
Apologies: Cllr Thomson, SCC Cllr Taylor, GBC Cllr Palmer.
- 2) Local Code of Conduct – Disclosure of Interests:** None
- 3) Minutes: Confirmation:** The Clerk reported that details of the fraudulent cheque discussed under finance had been added to the minutes since the circulation of the draft minutes. The Council considered and confirmed the minutes of the last Council meeting held on the 19th December 2013. The minutes were then signed by the Chairman.
- 4) Police Report:** None. Cllr Morden reported that there had been a break-in at a house in Dagden Road, possibly from Dagley Lane
- 5) Councillor Report:** The Chairman reported on behalf of Cllr Palmer that the meeting with Nick Boles, Planning Minister had been useful. The Minister emphasised that AONB and AGLV were a last resort for development in the Green Belt. He emphasised the importance of having a Local Plan in place to have control over development. Cllr Palmer also confirmed that the provision of housing for students would be included within the borough housing number, 1,700 of which had already been approved for building. The Chairman added that the forthcoming SHMA meetings would help to inform the Parish Councils.
Cllr Johnson reported that action had been taken with regard to the addition of a new street light in The Street Shalford. The Clerk confirmed that the arrangements for moving the light to the other side of the road were satisfactory. Cllr Johnson confirmed that Oakdene Road was now in the system for consideration by the Local Committee. The list of items was continually reviewed and he would continue to support the initiative. He informed the meeting that there was now an Environment and Transport Committee which included issues such as road speed limits and safety outside schools. This should make it easier to change a speed limit as there is now a policy to deal with this, a copy of which was given to the Clerk. Cllr Johnson commented that he felt the Parish Council should have a say in such decisions but he felt that this was a positive move as it appeared to move the decision away from County Hall to Local Area Committees. There was also now a policy relating to controlling traffic near schools, a copy of which was supplied to the Clerk. Again this should give more influence to the Parish Council. He also reported that the SE Permit Scheme was now up and running across Surrey for highways work with over 8,000 permits having been considered and around 6,000 having been granted.

Cllr Young asked why, when the borough had been under water over the Christmas period there had been very little signage in place making travelling very difficult at a very busy time. Cllr Morden added that although Emergency Plans seemed to be in place, many people were totally overwhelmed by the problems caused by the bad weather. Cllr Johnson replied that all the public services had been stretched to the limits on Christmas Eve in particular but drains were being cleared and tree damage dealt with. The Clerk reported that the new crossing point on Kings Rd was under water probably due to a blocked drain very close by. Cllr Johnson agreed to check this. The Chairman commented that perhaps the PC could do something to encourage residents to help and be aware of their neighbours in such difficult times

- 6) **Public session:** There were no members of the public at the meeting.
- 7) **Planning: Current Planning Applications (Appendix 1):** The Council considered the planning applications listed at **Appendix 1** and recorded **No Objections**.
- 8) **GBC Local Plan:** the Clerk reported that there were a number of meetings coming up relating to the forthcoming new SHMA. Cllr Parsons agreed to attend the meeting being hosted by Normandy PC, the Clerk agreed to attend the GBC SHMA meeting on 27th Jan and someone would try to attend the GBC meeting for PC's and residents assoc on 3rd Feb. Cllr Young added that the local paper had just reported that the go ahead had been given for new GBC housing in Guildford Park Road and Slyfield Green.
- 9) **Traffic Management in Peasmarsh:** Cllr Johnson confirmed that the subject of traffic in Peasmarsh was ongoing with the Highways dept at SCC. The Clerk reported that there had not been any formal response yet from the department. It was agreed that subject to that response the PC would consider a petition which could be ready for presentation at the next Local Committee meeting in March. Cllr Bawden reported that there had been an accident at the junction of Oakdene Road and Broadford Road the previous evening causing considerable damage to a car.
- 10) **Neighbourhood Planning:** the Chairman suggested that it would be useful for councillors to read the Lynmouth Neighbourhood Plan as there were many aspects of it that were similar to those within Shalford Parish. It gave consideration to car parking, shops and business etc which were all important aspects of Shalford. Cllr Phillips suggested that one way forward would be to formulate the views of members as a way forward. Members agreed to think about three questions relating to the possible outcomes of a Neighbourhood Plan in preparation for a working meeting to deal with the issue. It was agreed that if local support could not be raised for a plan it would be difficult to take the initiative forward. Cllr Bawden agreed to attend the SSALC training evening on 27th Feb in Cranleigh
- 11) **Shalford Cemetery:** the Cemetery committee reported that following a recent visit to the cemetery it was agreed that some revisions were needed to the rules of the cemetery and that it was necessary to ensure they were fully adhered to. Whilst the cemetery was well maintained, for which the members thanked Wakeford and Sons, there were a number of issues that needed addressing including the management of flowers that had gone over and containers damaged by frost etc. A small number of plots needing particular attention and the Clerk agreed to contact individual owners to discuss this particularly relating to enabling the site maintenance and grass cutting to be carried out more easily. Cllr Morden suggested that it would be nice if a booklet of regulations could be produced along with some of the history of the chapel and the cemetery included
- 12) **Tillingbourne Valley Project:** the Clerk reminded the members of the forthcoming meeting to update councillors on the new proposals for a Lottery application for the Tillingbourne valley. Although the cemetery chapel was likely to come under a separate different application the main project would still cover the whole of the Tillingbourne Valley and therefore it was important to support the meeting.

13) Heritage Open days 2014: the Clerk outlined the details of the scheme for the heritage Open days in September. The Council agreed that the cemetery chapel would be open on Sunday 14th September between 2pm and 5pm. The Clerk would arrange the insurance either through the Open Days Scheme or the PC's own insurance and write something for inclusion in the brochure.

14) Speed Limit on Christmas Hill: SCC Cllr Johnson confirmed that discussions were ongoing and as mentioned earlier the new policy should allow greater local influence in the decision making. It felt that it would probably become a decision for the Local Committee. The Council agreed that they would support the initiative and the Clerk reported that a number of residents of Christmas Hill would be happy to get involved in Community Speed Watch if necessary

15) Finance: Finance Report:

15.1) Report for the year up to the end of December 2013 (Appendix 2): This report provided an updated review of the 2013/14 accounts up to 31st December 2013. Income totalled £2116.14 for December being mainly cemetery memorials and a VAT return. Expenditure was £379.80 incl VAT which consisted mostly of regular outgoings. The cash balance at the end of December was £96,183.30 compared with £97,816.96 at the start of the month. In comparing actual with budget, expenditure at 58.2% remained comfortably within budget as some payments had already been made for the full year.

15.2) Review of financial position: the Clerk reported that while there was still planned expenditure on most of the budget headings, a number would remain under spent at the end of the year. It was agreed that any spare monies should be allocated toward the replacement of the toddler swings at Peasmarsh play area and that something should be allocated to a reserve fund for Neighbourhood Planning so that monies would be available should the Council decide to go ahead with a plan in the financial year 2014/15.

16) Authorisation of Expenditure:

Repairs to Bus Shelter outside Gosden House £500 (approx). The Clerk agreed to investigate if polycarbonate would be a more durable option than glass

Web design book £12.03

Web Hosting for 12 months £55.00

Purchase of Web Domain name £13.15

Clerks networking Day £60.00

17) Parish Council website: the Clerk reported that the Domain name had been purchased so that the PC website would be under the name of Shalfordpc.org.uk and a hosting interface had also been arranged. A Wordpress template had been chosen for the website enabling the site to be prepared for taking material.

18) World War I Commemorations: the members considered a number of options for individual crosses to mark the commemorations. The Clerk and Cllr Bawden agreed to investigate the cost of these and other options for the commemorations. The Clerk reported that Surrey CC had received a Heritage Lottery award to develop a website archive relating to the Great War.

19) Correspondence:

Mr Maurice Barham: parking in Shalford

Mr Andrew Norris: copy of a National Trust article on planning policy risk to the green belt

SCC: closure of the Kings Road slip road week comm. 3.2.14

20) Members reports:

Cllr Morden: reported that ivy was growing over the fence from the property on the corner of Station Rd behind the new PC noticeboard.

Cllr Young: reported that the work had started on the junction between Brook Road and New Road and that the street light nearly was not working.

Cllr Bawden: reported that the drain at the junction of Oakdene Rd and Broadford Rd was blocked and a tree was down on the slip road to the old railway line, He also reported that

having checked the War Memorial lectern with Cllr Birkett it needed regular cleaning and repair and regular treatment with a sealant.

Meeting closed at 9.50pm

Date of Next Meeting: Thursday 20th February 2014, at 7.30.p.m., at **Shalford Village Hall.**

Signed.....Chairman

Date.....