

MINUTES

Shalford Parish Council Meeting on Thursday 27th March 2014 at Shalford Village Hall at 7:30 p.m.

- 1) Attendance and apologies: Present;** Cllrs Birkett (Chairman), Phillips, Lewis, Morden, Parsons and Thomson.
In attendance: Mrs Nuala Livesey, , PCSO Damien Short.
Apologies: Cllrs Bawden and Young, SCC Cllrs Taylor and Johnson, GBC Cllr Palmer.
- 2) Local Code of Conduct – Disclosure of Interests:** None
- 3) Minutes: Confirmation:** The Council considered and confirmed the minutes of the last Council meeting held on the 20th February 2014. The minutes were then signed by the Chairman.
- 4) Police Report:** PCSO Damian Young reminded the meeting that he would be at The Snooty Fox on Friday 28th Mar over lunch time to chat with residents and discuss any policing issues and concerns that they may have. It was hoped that this would become a regular occurrence. He reported that there had been three burglaries in Chilworth, one from a garage and two from dwellings, there had been one attempted burglary and two vehicles thefts. In Shalford there had been two thefts from doorsteps and one incident of non payment at Peasmarsh petrol station. On the parish boundaries there had been a number of attempted shed burglaries in St Martha's. he also reported that Station Road had been leafleted with regard to parking reminding residents that clear access must be left for pedestrians and those with buggies or wheelchairs. If vehicles were found to be obstructing the pavement or junctions fixed penalty notices could be issued.
Cllr Birkett reported that at a recent neighbourhood Watch meeting the website immobilise.co.uk had been flagged up encouraging people to register serial numbers and details of property so that it could be returned in found following burglary or loss. He also reported that it had been agreed that crime in the area was low relative to the national average but that the main focus was on sheds and garages which could be more vulnerable than houses.
- 5) Councillor Report:** The Clerk reported on behalf of GBC Cllr Palmer that the Scrutiny Committee was due to meet on Thursday 4th April to consider the results of the Local Plan consultation on the Issues and Options document and other consultations that had been held. He also reported that he had endorsed the parking review for Shalford and was supportive of the wishes of the parish Council. The Chairman asked if the PC would be able to comment and the Clerk agreed to check this following the meeting.
- 6) Public session:** No members of the public were present at the meeting.

- 7) Planning: Current Planning Applications (Appendix 1):** The Council considered the planning applications listed at **Appendix 1** and recorded **No Objections** but agreed to ratify the decision of Cllr Lewis at the next meeting regarding **14/P/00284 Honey Brothers Ltd**, New Pond Road Peasmarsh. Application to demolish the existing building and erection of a new building to provide offices, storage and sales area with access from New Pond Road
- 8) GBC Local Plan:** the Chairman report that as reported by Cllr palmer the discussions of the Scrutiny Committee would give a clearer indication what was likely to be carried forward into the draft Local Plan due for publication in July. He also asked that following the submission of the PC response to the SHMA, a vote be officially recorded as the timescale had been very rushed at the end and he would like the response to be formally ratified. The vote was recorded as follows:
In favour: 5
Abstention: 1
- 9) Traffic Management in Peasmarsh:** The Chairman asked the Clerk to ckeck with Cllr Palmer if there had been any further progress with this matter. It was also noted that SCC Cllr Johnson was supportive of the idea of trying to have a VAS installed on Broadford Road.
- 10) Neighbourhood Planning:** Cllr Parsons reported on the meeting of the Working Group held Just before the PC meeting where it had been decided that a parish Plan would probably be more appropriate than a Neighbourhood Plan. He explained that one of the key factors of a Neighbourhood Plan was that it would sit alongside the Local Plan and dealt with controlling development and growth. The PC would therefore be required to allocate land for development and identify exactly what it wanted to be built, including growth and the development of commercial buildings as well as housing. The challenges of such decision making were great and beyond the expertise of the PC but would have to be led by the Council as the only authority eligible to apply for a neighbourhood Plan. In contrast to this a Parish Plan would deal with many of the issues that concerned the local community such as parking restrictions, availability of local shops etc. It would sit below the Local Plan but GBC would be obliged to give credence to the wishes of the plan when making decisions about development within the parish. It would be easier to manage, less expensive and may encourage more of the community to get involved if they could relate to the issues being included. However he reminded the meeting that although a parish plan would be less onerous to complete it would still rely on the physical support and motivation of parish residents. It would not rule out development into a Neighbourhood Plan at a later date if this were appropriate.
The Chairman added that this could pick up on many of the small things that were important to local residents and make a difference to their lives on a daily basis. The Annual Assembly on 16th May would be used as the platform to launch the idea and gauge the level of interest within the parish. It was agreed to let St Martha parish know what was being planned and to arrange a meeting with the appropriate members of Bramley PC who had carried out a similar plan some years ago as a starting point.
- 11) Shalford Cemetery Chapel:** the Chairman reported that he and the Clerk had attended a very useful meeting Rob Fairbanks of the Surrey Hills board and a Commercial Estate agent he had introduced who was used to dealing with alternative style buildings such as the Chapel. He felt that it would be an ideal venue for an artisan or for displaying creative work but that it was probably not viable as a permanent base for anything due to the limitations of heating and maintaining the building. The Clerk agreed to discuss the next stage if improvements namely the cleaning of the inside of the building with John Deal and see if this could be progressed over the summer months with a view to showcasing the Chapel at the Heritage Open Day in September and possibly with a separate invitation event to local groups and organisations who might be interested in using the Chapel for one off events or short exhibitions etc

12) World War I Commemorations: the Clerk reported that the small crosses discussed previously could be purchased at a cost of £10.40 each for the larger ones and £6.30 for the smaller ones to commemorate each individual lost in the Great War. It was agreed that the smaller crosses would be most appropriate both in terms of size and cost. The Clerk agreed to check the status of the green close to the War Memorial as this would be the most appropriate place to position them. It was also agreed that poppies would be planted at each of the village signs and that St Martha parish would be informed so that they could do the same if they felt this was appropriate, and a facsimile copy of The Times from August 4th 1914 would be purchased to record the events of that day. Further consideration would also be given to dedicating one or more of the new benches proposed for the green at Shalford to the war dead

Resolved: to allocate a budget of £600 from reserves to the Commemoration

13) Street lighting in Shalford: the Clerk reported that in the process of replacing street lights across the county Surrey CC had replaced a number of the PC street lights in error in Kings Road and Pound Place Shalford and in Oakdene Road Peasmarsh. Surrey CC were happy to continue to take responsibility for the lights and it was agreed that as they were now in place it would be sensible to agree to this and reduce the number of lights that the PC had to maintain.

14) Finance: Finance Report:

14.1) Report for the year up to the end of February 2014 (Appendix 2): This report provided an updated review of the 2013/14 accounts up to 28th February 2014. Income totalled £101.31 for February being current account interest and one memorial inscription. Expenditure was £11,371.33 incl VAT which consisted mostly of regular outgoings and the cost of a new roundabout at Hornhatch playground. This amount of ££6457 + VAT would be recouped from GBC through the S106 agreement. The cash balance at the end of February was £80,852.67 compared with £92,122.84 at the start of the month. In comparing actual with budget, expenditure at 69.8% remained comfortably within budget for the year.

14.2) Review of financial position: the Clerk reported that the budget remained inline with the report at the end of January so it would still be possible to allocate funds in the 2014/15 reserve to neighbourhood/Parish Planning and to replace the toddler swings at Peasmarsh play area from this year's budget.

14.3) Appointment of Internal Auditor: the Council confirmed the reappointment of Ms Yvette How to carry out the internal audit for the 2013/14 year

14.4) Repeal of Section 150(5) of the Local Govnt Act 1974: the Clerk reported that the new standards for cheque signing had been reduced to one signature. It was not necessary for any change to be made but if in due course the Council felt this was appropriate the new standard could be adopted subject to appropriate changes to the Financial Regulations

15) Authorisation of Expenditure:

Flyer for Chilworth Village re Annual Assembly £110

Replacement padlock and set of 20 keys for Peasmarsh allotments £110.00

Repairs to Gosden House bus shelter £610.00

16) Shalford Village Hall Trustee: the Chairman explained that it had recently been brought to the attention of the PC that the trustee sitting on the Shalford Village Hall Management Committee was actually a full trustee with full voting rights rather than just an observer. It was therefore necessary to appoint a Council member to this role rather than ask Harold Young to continue. Cllr Phillips agreed to take on this role with immediate effect and the Council recorded its grateful thanks to Harold Young for his time and support to the Parish Council in this role over a number of years.

17) Tillingbourne Valley Project: the Clerk presented a report on behalf of Cllr Young following a meeting regarding the possible use of West Lodge in Chilworth (adjoining the Gunpowder Mills) by the local community. Chilworth2gether had proposed that a Lottery bid could be

made to bring the building back into use for both the Gunpowder Mills and local organisations and to tie in with the proposals of the Surrey Hills Lottery Bid for the Tillingbourne valley. While there had been a lot of interest from local residents in the plan it was felt that there was not enough support at present to make a bid viable and that further work would be done to see what uses might be made of the building and whether this would be sustainable

18) Annual Assembly: the Council agreed to Friday 16th May for the Annual Assembly to be held at Shalford Village hall at 7.30pm. The Clerk confirmed that Chris Bowden of Navigus Planning had agreed to attend to talk about Neighbourhood/Parish Planning. A flyer had been produced to circulate with the Chilworth Parish magazine to all the houses in Chilworth and something similar would be produced for Shalford and Peasmarsh. Full details of the evening would be discussed at the next meeting.

19) Correspondence: The Clerk reported that the Scout fete would be held on *th June and the PC had been invited to have a tent again. It was agreed to support the event again and that it would be a good opportunity to promote the Parish Plan. The Clerk agreed to deal with other correspondence as appropriate

20) Members reports:

The Clerk reported that unfortunately there had been a case of fly tipping at Brookwood Play area.

Cllr Morden reported that the noticeboard on Station Rd was covered in staples, which was damaging the board. The small wooden walkway across the Common close to the Village hall was very overgrown and the footpath between Poplar Rd and the cricket ground was also overgrown. The Clerk agreed to look at these and report to GBC and SCC as appropriate.

Cllr Thomson reported that he had attended the play ranger session at Hornhatch when the mayor of Guildford had attended. She was impressed with the area and the work of the play rangers. He also reported that there was a new VAS on the road between Shamley Green and Wonersh Park

Cllr Birkett reported that due to some health issues Cllr Young would be resting and unable to attend meetings for the foreseeable future. The members of the Council all wished her well

Meeting Closed at 9.45pm

Date of Next Meeting: Thursday 24th April 2014, at 7.30.p.m., at **Chilworth Village Hall.**

Signed.....(Chairman)

Date.....