

MINUTES

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

- 1) Attendance and apologies: Present:** Cllrs. Bill Birkett (Chairman), Mary Phillips (Vice-Chairman), Norah Morden, Mike Parsons, David Thomson, Nick Wiggan and Jackie Young.
In Attendance: Nuala Livesey (Parish Clerk) GBC and SCC Cllr Keith Taylor, PCSO Gregor Culross, 6 local residents.
Apologies: Cllr Lewis, GBC Cllrs Palmer and Ward, SCC Cllr Johnson.
- 2) Local Code of Conduct – Disclosure of Interests:** None.
- 3) Councillor Vacancy – Peasmarsh Ward:** Following consideration of one written and one verbal presentation from two candidates the Council voted and co-opted Mr Mark Hallam to the vacant post of councillor for the Peasmarsh ward. The Chairman commented that the Council was fortunate to have been in the unusual position of having more than one prospective candidate. He thanked Mr Keane for his interest in the parish council and hoped that he would continue to support the Council leading up to the elections next May when it was likely that there would be further vacancies.
- 4) Minutes: Confirmation:** The Council considered and confirmed the minutes of the last Council meeting held on the 10th September 2014 and the minutes were then signed by the Chairman.
- 5) Police Report:** PCSO Gregor Culross introduced himself as the new member of the local team who would be working with PCSO Damon Young and PC Ryan Stephens. He reported that in the last month there had been a dwelling burglary which was being investigated by CID because of possible fraud implications. Tools had been stolen from a house being renovated in Chilworth, and there had been an attempted burglary through a broken window. There had been two instances of missing persons, both of whom had been found safe and well and the theft of a vehicle. A member of the public raised the subject of drug dealing in parts of Chilworth. The PCSO explained that although they were aware of these concerns, no statistics were included as no offence had been recorded. Cllr Young commented that traffic problems in Chilworth were at their worst due to the amount of road works in the village. PCSO Culross urged those at the meeting to call 101 if traffic problems were particularly bad and to try and provide details of registration plate etc if possible where offences were occurring. The school had been asked to urge parents to help the community and emergency services by being considerate in their parking, particularly while the work was taking place. It was agreed that this was likely to continue to be a problem as the works were not scheduled to finish for a number of weeks.
- 6) Councillor Report:** the Clerk reported on behalf of Cllr Palmer that the volume of responses to the Local Plan consultation had been very high. As a result an interim report would be published probably in early November with a full report in the new year. However no detailed decisions would now be made before the local elections in May so the process would be delayed from the

original timescale. Cllr Palmer had also reported that following the Local Committee meeting he had requested that The Street and Christmas Hill be added to the SCC Speed Review programme.

Cllr Taylor confirmed the deadlines for the Local Plan and added that the recent statement from Eric Pickles on Green Belt clarification required more time and careful consideration before any decisions were made. He also reported that a SCC consultation on bus services was underway and urged as many people as possible to read and respond to the consultation. The CC was being squeezed in every direction, one outcome of which was that all services had to be analysed. Most bus services were already subsidised in rural areas so any further changes to the service could affect the villages within the parish. Local residents should therefore respond to try and protect and indeed improve services if possible. Cllr Birkett added that at a recent SSALC meeting the message was clear that Parish Councils definitely needed to take on more services and to help address some of these problems. Cllr Taylor added that the demographics of the county meant that social care and education provision was making transport provision more demanding every year.

7) Public session: It was agreed to discuss parking in Chilworth under traffic issues. A member of the public reported that he would be pleased to carry out a survey amongst some local parents about improvements to the playground at Pound Place, and he also asked what had happened to the bin alongside the Pound Place Play Area. The Clerk confirmed that it had been scheduled for replacement by GBC. He added that the new PC website was nearly ready for launching and was pleased to see the agenda item to discuss it.

8) Planning: Current Planning Applications (Appendix 1): The Council considered the planning applications listed at **Appendix 1** and recorded **No Objection** to any.

9) GBC Local Plan: the Chairman reported that the PC response had been submitted. He added that some consideration should be given to the statement from Eric Pickles. Cllr Phillips added that having looked at the full statement it was not as significant as was being implied but it did support the view that the Green Belt should be protected. Cllr Birkett reported that SOS intended to make further representation to GBC on the subject and that the statement was significant in adding to the delays of producing a Local Plan.

10) Community Governance review: The Chairman outlined the proposal for a single parish for Chilworth and St Martha. He confirmed that a petition had been submitted to GBC which had been checked and validated by the Democratic Services dept. The proposed terms of reference would be discussed at the GBC full council meeting on 9th December. Once the terms of reference have been published there would be a time limit of 12 months to complete the review and make a decision. He reported that the Parish Council was taking advice on how to proceed. If the proposal was successful SPC would lose a significant amount of precept funding but would still have many of the same commitments. It would therefore be wise to resist any change and defend robustly the status quo as two new small parishes could be less efficient than the current arrangement. He went on to explain that there would be a full consultation and advice had been that this should embrace the whole of Shalford parish and all of St Martha parish. It was important to understand how a change in the parish boundary would affect Shalford and Peasmarsch as well as Chilworth. Cllr Morden suggested that perhaps it would be more efficient to merge the two existing parishes and Cllr Birkett agreed that this was a conclusion that GBC could come to. There was a strong feeling amongst the members that what is best for the residents must be clearly identified as part of the process.

Resolved: to delegate to the Chairman, Vice chairman and Cllr Parsons to take advice from SSALC and any other appropriate sources on how to work through the review process.

11) Contingency Planning: The Council discussed the short report presented to the meeting from the Chairman following his attendance at the recent SSALC Surrey meeting and the consequent need to be more pro active with regard to emergency/contingency planning and to work effectively with other organisations who could help in emergency situations. Compton had a very good volunteer group meeting on a regular basis on small scale local projects. Cllr Wiggin

commented that the Dads group at Shalford Infant School could feed in to any plan and a member of the public felt that the Scouts would also be keen to be involved and that other residents could be contacted through the PC email list. There was agreement that this should be given further consideration and that a group could possibly be established with adjoining parishes.

12) Local Elections 2015: the Clerk outlined the timetable of events leading up to the local elections next year and some of the things that the PC needed to consider. SSALC had offered to attend the forthcoming Christmas Fair at St Mary's Church Shalford and to provide information about the role of parish councils and the process of becoming a Councillor. It was important to look at opportunities to encourage new members to stand for the council and to be clear about what vacancies might exist. It was agreed that if the Annual Assembly were to be held in March this might encourage potential new members to step up before the nomination period in April. It was also agreed that the Business Planning facility offered by SSALC would be a good way of focussing on what the PC had been doing in recent years and identify things it could be doing over the next four years. The Clerk agreed to discuss this with SSALC.

13) Traffic issues in the parish: The clerk reported in the absence of SCC Cllr Johnson that the A281 refuge was on target for completion before the end of the current financial year. Cllr Johnson also confirmed that Oakdene/Broadford Road was still at the top of his agenda for improvements and that he would keep these issues high on the priority of SCC officers. He had confirmed that the overhanging vegetation on The Street and the sequencing of the crossing at The Seahorse should be dealt with in the coming weeks. He would also be looking further at whether improvements could be made at the crossing point over the railway line. Cllr Taylor added that it was very difficult to make any changes on A roads. Cllr Morden suggested that a School Crossing Patrol could be helpful if a budget were available for this. A member of the public asked if it would be possible for parking bays to be marked on New Road Chilworth as parking on the pavement was a considerable problem. If the half on/half off the pavement bays could be added then at least residents would know where to park which would make it much easier for pedestrians to use the pavements. Cllr Taylor commented that the provision of yellow lines in Chilworth three years ago had been very divisive but that maybe this could be considered. Cllr Birkett agreed to meet with Cllr Wiggin and Cllr Taylor to look at the issues in Chilworth, probably once the village was clear of the current road works.

14) Parish Council Website: the Clerk reported that the new website was now nearly ready to go live and that following some further work would be launched before the end of the year. It was agreed that email addresses for each Council member would be added to the website and that the facility would be available for residents to provide their email address for the PC contacts database. This would be used initially to provide small flashes of information such as road closures, consultation deadlines, local events etc.

15) Chilworth Community Association: Following the discussion at the September meeting of the grant to the CCA the clerk reported that the Chairman of the CCA had confirmed that the association did not need the Council to consider increasing the grant at the present time.

16) Finance: Finance Report:

16.1) Report for the year up to the end of September 2014 (Appendix 2): This report provided an updated review of the 2014/15 accounts up to 30th September 2014. Income totalled £102.15 for August and £31,374.52 for September being mainly Cemetery income, along with a Concurrent grant refund and the second instalment of the annual precept. Expenditure was £4368.82 incl VAT for August and £6794.79 for September being mainly regular outgoings and the cost of new swings for Peasmarsh play area, and the annual grant of £700 to Chilworth Community Association. The cash balance at the end of September was £108,554.73 compared with £88,241.67 at the start of August. In comparing actual with budget, expenditure at 40.5% was comfortably within budget for the year.

16.2) Report on the Conclusion of the External audit for 2012/13: The Council received and accepted the final external audit report for 2013/14

17) Authorisation of Expenditure: The Council considered and agreed the following expenditure:
GBC provision of trees for the approach to Shalford cemetery £143.10
Tree surgery at Bradstone Brook allotments £275.00
Licence and signs for Remembrance Sunday road closure £230.00 +VAT (ratification of agreement made by the Chairman and Vice Chairman due to limited time factor)

18) Village Christmas Trees: the Clerk reported that the Friends of Shalford were planning to provide a Christmas tree for the village and had requested some financial support from the PC. Snooty's groceries were kindly holding a collecting box for donations and were prepared to provide the electricity supply. The National Trust maintenance team had also agreed to help with putting up the tree so money needed to be raised to provide the tree and lights. At the same time the PC felt that it would be appropriate to assist the provision of a tree in Chilworth through the purchase of new lights

Resolved: to donate £100 to FOS toward the cost of a Christmas tree and lights and to provide £50 toward new lights for the Chilworth tree. These figures would be reviewed if necessary.

19) Remembrance Sunday: the Clerk confirmed that wreaths had been ordered for Shalford and Chilworth for the services on Remembrance Sunday. It was agreed that the memorial crosses would be set out again on Saturday morning, 8th November. Arrangements had been made for the road to be closed by the War Memorial for the wreath laying ceremony.

20) Shalford Village Hall Management Committee: the Vice Chairman reported that she had now attended two meetings of the Management Committee and the AGM. The main concern of the trustees had been the vacant Village Club area of the hall which had been closed with arrears of £7,000 owing earlier in the year. These arrears had since been recovered and the club area had now been let to the Bethal Christian Association on a licence for two and a half years to keep it in line with the other Village Hall licences. Cash flow has been very tight following major repairs and improvements so efforts were being made to issue invoices and chase outstanding debt more promptly. She added that the Management Committee, the Bowls Club and Tennis Club had each responded to the Local Plan consultation. The Tennis Club had new floodlights. Although the AGM had been poorly attended it was followed by an interesting talk about bad weather and floods in the Guildford area by local historian David Rose.

21) Correspondence: The Clerk informed the Council of recent correspondence received. Cllr Morden agreed to attend the GBC Remembrance Service on behalf of the Council. Cllr Parsons agreed to attend the Surrey Rural Housing Seminar on 27th November at Hambledon Village Hall. Following a request from Mr Wakeford the Cemetery grass cutting contractor, the Clerk agreed to get appropriate quotes for dealing with the mole problem in the cemetery.

22) Members reports:

Cllr Wiggin: reported that there were a number of signs on the paths around The Mill with regard to access and Rights of Way. The Clerk agreed to try and find out what they were for.

Cllr Morden: asked if anything was being done about creating more passing places in Chinthurst Lane

Cllr Thomson: reported that contractor vehicles for the road works in Chilworth had caused considerable damage to the road edges in Hornhatch Lane. The Clerk agreed to check up on this.

Meeting closed 10.25pm

Signed.....(Chairman)

Date.....

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