

## MINUTES

### **Shalford Parish Council Meeting on Thursday 20th November 2014 at Chilworth Village Hall at 7:30 p.m.**

The meeting was chaired by the Vice Chairman Cllr Mary Phillips

- 1) Attendance and apologies: Present:** Cllrs. Mary Phillips (Vice-Chairman), Norah Morden, Trevor Lewis, Mike Parsons, David Thomson, Nick Wiggin and Jackie Young.  
**In Attendance:** Nuala Livesey (Parish Clerk), 8 local residents.  
**Apologies:** Cllr Birkett, GBC Cllrs Palmer and Ward, SCC Cllr Taylor.
- 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 23<sup>rd</sup> October 2014. The minutes were then signed by the Chairman.
- 4) Police Report:** No representative of the Police team was present.
- 6) Councillor Report:** The Clerk reported on behalf of Cllr Palmer that work continued on the Local Plan and that an interim summary of responses had been published. A full summary would follow in the new year. Officers of the Council were working on the draft terms of reference for the Community Governance Review and these would be circulated to both Councils in due course.
- 7) Public session:** A member of the public reported that street lamp 168 on the St Martha side of the railway crossing had been out for some time. The Clerk agreed to report this to the maintenance contractor. A member of the public reported that parking for a recent rugby match at the RGS playing field on 8<sup>th</sup> November had caused considerable problems for local residents. The Clerk agreed to mention this to PCSO Young. A resident of Chilworth asked if anything could be done to persuade Surrey Highways to reconsider creating a roundabout at Rice's Corner. Cllr Phillips explained that this had been discussed and raised in relation to the Local Plan but would ensure it continued to remain high on the agenda. Cllr Peake of St Martha PC added that some time ago he had detailed discussions with SCC Highways officer on this issue after which nothing had happened. He felt it would be useful if both PCs could make further representation to Surrey Highways because of the problems caused by an A road feeding onto a B road. It would also be useful to get SCC Cllr Taylor on board with any discussions. It was suggested that maybe this could be raised at the Local Committee meeting on 26<sup>th</sup> November
- 8) Planning: Current Planning Applications (Appendix 1):** The Council considered the planning applications listed at **Appendix 1** and recorded **No Objection** to any.

**9) Community Governance review:** Cllr Phillips explained the background to the forthcoming CGR following the collection of a petition within Chilworth village. The draft Terms of Reference were being drawn up by GBC officers for consideration by full Council on 9<sup>th</sup> December. Both Shalford and St Martha PC would see the draft terms ahead of the meeting. John Armstrong had requested help in drawing up a list of local groups and organisations that might be consulted along with residents. The Clerk agreed to circulate the existing list so that members could add to this accordingly.

**11) Traffic issues in the parish:** Cllr Wiggin reported that foliage was still blocking the sign on The Street and that the sequencing on the crossing had not yet been altered which was disappointing. Other issues that were being considered were the speed limit on Christmas Hill and the possibility of a speed activated sign to reduce the speed of vehicles approaching the brow of the hill and the problems of parking in Chilworth. It was agreed to try and arrange a meeting with SCC Cllr Keith Taylor when Bill had returned from holiday in early December. The Clerk agreed to talk to PCSO Young and GBC regarding the damaged car parked on the Common outside the Cemetery. Cllr Young reported that following the advice given at the last meeting regarding reporting traffic problems, she had received little satisfaction when a problem had occurred with the sequencing of the temporary traffic lights on a busy evening in New Road Chilworth. By the time the police were able to respond the problem had resolved itself, albeit after some length of time. The Chairman reported that letters would be going to residents in parts of Shalford in the following week asking for comment on the current parking reviews. Some members of the public asked why Chilworth was not part of this review. The Chairman explained that Chilworth had been the subject of a review some 18 months/two years ago and was not therefore part of this review

**12) Crossing Patrol officer:** the Chairman explained that this had arisen from discussions about the problems crossing the road outside Shalford Infant School. It was recognised that making any changes to the existing pelican crossings would take some considerable time if it could be achieved at all and that a more effective way forward could be to support the provision of a Crossing patrol officer (lollipop person). The Clerk confirmed to questions from members of the Council that this was legitimate expenditure for the PC subject to adequate provision being made in the budget. It was agreed that there was much to discuss if such a proposal was to move forward in particular the implications for the PC of taking on another employee, and the arrangements that would need to go with that. The members also recognised that Tillingbourne School already provided an officer from its own budget and therefore may have made the decision to do so at the expense of some other provision within the school. A member of the public confirmed that the crossing on Shalford Railway bridge had been provided partly to replace a crossing officer. It was agreed that there was still much to discuss on this subject and that it would be raised again on the next agenda.

**13) Pound Place Play Area renovations:** the Clerk reported that the GBC Licence for the Pound Place Youth Shelter was up for renewal and that it had been discovered that the necessary permission for siting the shelter on Common Land had not been submitted to the planning inspectorate in 2010. It was therefore necessary to make this application as a matter of some urgency. However since the PC had been offered a substantial sum of S106 money for developing the play area it was agreed that it would be appropriate to combine the Youth Shelter application with a request to extend the play area, as the process was both lengthy and likely to cost £500-600. The Clerk agreed to start preparing the papers and to seek advice from GBC where necessary.  
**Resolved:** to make the appropriate application to the planning inspectorate for permission for the Youth Shelter on Shalford Common and for possible extension of the Pound Place Play Area

**14) GBC Housing Review:** Cllr Parsons report that the Housing review was not part of the Local Plan but part of the work of the Housing Strategy Forum which constituted stakeholders in the field of housing provision within the borough. He explained that the Forum had three ambitions: delivery of affordable housing, improving standards and density of building and social and economic wellbeing. The Chairman asked if it was appropriate for the PC to the consultation. However Cllr

parsons advised that it was not necessary as there was nothing more that GBC could do at the present time. The Chairman thanked him for his work on behalf of the Council. Cllr Morden added that there had been a fall in demand for sheltered housing as many of the properties were too small but that there was a desperate need for smaller houses so that elderly people could move from larger houses which they no longer needed and found hard to manage. This would free up property for young families who find it so hard to move at the present time. Cllr parsons reported that Guildford had an 84% shortfall 1-2 bed properties but the Local Plan was trying to address this.

#### **15) Finance: Finance Report:**

**15.1) Report for the year up to the end of October 2014 (Appendix 2):** This report provided an updated review of the 2014/15 accounts up to 31st October 2014. Income totalled £15648.36 for the month being mainly a refund of S106 expenditure on playground equipment and cemetery income. Expenditure was £11,132.67.82 incl VAT being mainly regular outgoings and the balance of new swings for Peasmarsh play area, and cleaning and restoration of the woodwork in the cemetery chapel. The cash balance at the end of October was £113070.33 compared with £108554.73 at the start of the month. In comparing actual with budget, expenditure at 46.8% was comfortably within budget for the year.

**15.2) Review of annual budget 2014/15:** the Clerk reported that the budget for the year was essentially on target. There were currently no major discrepancies within the figures but this could be reviewed at the next meeting in conjunction with the proposed budget for 2015/16 so no revisions to spending for the remainder of the year were necessary at this point.

**15.3) Cemetery Chapel renovations:** the Council approve the revised costs for renovation of the Chapel mortuary of £6,200.

**15.4) Renewal of GBC Licences for Pound Place and Peasmarsh:** the Council approved the Renewal of these licences at a combined cost of £55 per year

**16) Authorisation of Expenditure:** The Council agreed the following additional expenditure:  
Mole treatment at Shalford cemetery £75.00 for initial treatment  
Christmas trees for Shalford and Chilworth £136.34

**17) Smith's Charity:** Cllr Parsons, trustee of the Smith's charity reported that £2,950 had been distributed to three residents and three community groups in Chilworth, to five individuals and two community groups in Shalford and to five residents in Peasmarsh. The donations were to support a range of individual personal needs, training courses new equipment.

**18) Meeting dates 2015:** members agreed the calendar of meeting dates for 2015. The Clerk agreed to confirm the date of the Annual Assembly in March once confirmation of dates had been received from Shalford Village Hall

**19) Local Elections 2015:** the Clerk reminded the meeting of the timetable for preparations for the 2015 Local Elections. The PC had been lucky enough to secure the support of SSALC at the forthcoming St Mary's Church Christmas Fair. Cllrs Morden, Parsons and Phillips agreed to attend alongside Isabelle Mouland of SSALC to talk to residents visiting the fair.

**20) Contingency Planning:** The Clerk reported that following the recent Western Area Cluster funding meeting, Shalford PC had made a joint application with Artington and Compton Parish Councils for start up funding for a Flood Forum for the group of parishes. No clear plan had been made yet regarding the format of the Forum which was of course subject to a positive response from the funding team.

**21) Correspondence:** The Clerk reported that the next Local Committee meeting was on Wednesday 26<sup>th</sup> November at GBC offices, and that the PC for Shalford had changed to PC Tom Bagley The PC had been asked by Alfold PC to support their objection to a planning application within Waverley BC regarding change of use for Showman's quarters to land adjoining the A281 in

Alfold. It was felt that it was not appropriate for the PC to make an objection to this application. The Clerk would respond to other correspondence accordingly

**22) Members reports:**

**Cllr Young** reported that the local PCSO had not been able to attend the coffee morning at St Thomas Church yet and residents were keen to meet him. Cllr Parsons confirmed that he had attended that morning.

**Cllr Thomson** reported that the left hand side of the entrance to Hornhatch had been badly churned up by Network Rail vehicles and that the area used by British Gas at the bottom of Hornhatch Lane had also been left in a very poor condition. The Clerk agreed to report this to both organisations. He added that parking outside Shalford Infant School continued to be extremely congested

**Cllr Morden** commented that the public notice board at the end of Station Road was in a very poor condition. The Clerk agreed to see what could be done to improve it.

**Cllr Wiggan** asked if there had been any update on replacing the footbridge over the railway line from Station Road. The Clerk agreed to follow up before the next meeting

**Cllr Phillips** reported that having been threatened with closure Bramley library was now running as a Community Partner Library. There would be an official opening on Saturday 13<sup>th</sup> December and they were still looking for volunteers

Meeting closed at 9.40pm

**Signed**.....**Chairman**

**Date**.....

**Date of Next Meeting:** Thursday 18<sup>th</sup> December 2014, at 7.30.p.m., at **Shalford Village Hall.**