



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

SHALFORD PARISH COUNCIL

Mrs N Livesey
Clerk to the Council

Thursley House, 53 Station Road
Shalford, Surrey GU4 8HA
Telephone 01483 459108
e-mail : shalfordpc@gmail.com
Web-Site:- www.shalfordpc.org.uk

DRAFT MINUTES

Shalford Parish Council Annual Meeting on Thursday 25th February 2016 at Chilworth Village Hall at 7:30 p.m.

- 1) Attendance and apologies: Present:** Cllrs. Mary Phillips (Vice Chairman) Adrian Cansell, Mark Hallam, Nigel Keane, Mike Parsons and David Thomson.
In Attendance: 3 local residents, Cllr Patricia Allen (St Martha PC), Nuala Livesey (Parish Clerk).
Apologies: SPC Cllrs Bill Birkett and Nick Wiggin, GBC Cllr Michael Illman.

Cllr Mary Phillips chaired the meeting.

- 2) Local Code of Conduct – Disclosure of Interests:** None
- 3) Minutes: Confirmation:** The Council considered and approved the minutes of the last Council meeting held on the 21st January 2016. The minutes were then signed by the Vice Chairman.
- 4) Councillor Report: SCC Cllr Keith Taylor** reported that the SCC budget for 2016/17 was under severe pressure despite being mitigated by some transitional funding. The outcome of this was that services at a local level would be affected. He was still trying to clarify how much money the Local Committee would have but he also confirmed that following the PC decision to keep the funding for a crossing point in Shalford with the Poplar Rd location, the Highways officer was pushing forward with the design work for this scheme. Following discussions at the previous PC meeting both he and Cllr Johnson had been able to offer some support from their members allocation budget to support some preliminary work on the improvements to Tillingbourne School swimming pool. He also suggested that the PTA could look at the SCC Capital Projects scheme for 2016/17. Cllr Phillips commented that the council was grateful for the pump priming that had been offered to the project
- SCC Cllr George Johnson** reported that there would be a public consultation meeting about Newlands Corner on 9th March at Holy Trinity Church Guildford at 7pm for the public to discuss the proposed Children's Trails that were under discussion. He added that SCC could not continue to subsidise the site but would help to improve some of the facilities. He urged members to make representation about the ongoing transport review relating to bus routes as changes had already been made to the original proposals despite the large financial cuts that were being made. He added that there would be a public meeting about the proposals to close the Flexford Road gap on the A31. He confirmed that there was nothing new to report on the New Pond Road bridge although there would be further meetings and that he was hopeful some action might now be taken against Mr Podger of New Pond Road as he was clearly in breach of the order regarding waste at his farm.
- GBC Cllr Mike Parsons** reported that the latest draft of the Local Plan was on target for publication at the end of May/early June under a regulation 19 consultation. This means

that it is the document that will go to the Inspectorate and would therefore not be inviting comments from the public. The Local Plan must be in place by 2017 otherwise the Secretary of State would dictate housing development within the borough. As part of the Local Plan work the BC was recruiting a Rural Advisory officer as a specialist for that area. **Cllr Hallam** asked what the status of the VAS offered from Cllr George Johnson's funding was. It was confirmed that this had been held over until the 2016/17 year as it would not have been possible to bring the scheme to fruition before the end of the 2015/16 year. **Cllr Keane** reported that the width sign on Tilthams Green Road was still missing. **Cllr Phillips** asked how SCC was responding to the proposed Dunsfold Park development with particular reference to traffic in Shalford. Cllr Taylor commented that SCC was working with Highways England (HE) on the A3 connections but that of course more traffic was not wanted towards Guildford, Chilworth and Compton. Anne Milton MP had written to HE and both agree that there would be a massive impact on Shalford but that they were making plans to try and reduce this.

- 5) **Stonebridge site:** Mr Chris Parker of Stonebridge Action Group (STAG) outlined the present proposals for a nature reserve on the site at Stonebridge, near Trunley Heath Road where they were working very closely with the Wey and Arun Canal Trust to move this project forward. He confirmed that the Wey and Arun Canal Trust had the support of GBC and was ready to apply for planning permission to start work on a link between Shalford and Birtley. This project would produce a quantity of low grade spoil. It is proposed that this could be used to provide a covering for land on the Stonebridge site and would be suitable for encouraging growth of appropriate plants and birdlife. It was agreed that getting the spoil from one site to the other across the A281 would have its challenges but this had not been explored in full detail yet.
Resolved: the Council agreed to support the project subject to the necessary permissions
Proposed: Cllr Nigel Keane. **Seconded:** Cllr Mary Phillips
- 6) **Crime Report:** the Clerk reported the statistics for the parish since the last meeting, (attached).
- 7) **Public session:** a member of the public reported that as a resident of Kings Rd she was experiencing disturbance from large trucks travelling at speed along the road late at night and wondered what could be done to reduce this. The Council agreed that this was a difficult situation with the road being designated as an A road. It would not be possible to request speed bumps or similar methods of intervention. However the Council was in the process of obtaining a Vehicle Activated Speed Sign and would look at possible sites for Kings Rd to be included in its use.
- 8) **Planning: Current Planning Applications (Appendix 1):** The Council discussed each application and agree to support all except:
16/P/00170 14 Drogas Close Bramley: two storey rear and side extension with associated alterations following demolition of a garage. Objection was on the grounds that the gap between no 14 and the adjacent property did not meet the minimum required.
16/P/00154 29a Kings Road Shalford: advertising consent to display a non-illuminated A board on the grass verge. Objection was on the grounds that the land suggested was Common land and therefore placement of such a sign was not permitted and it would be a distraction to drivers on a busy section of Kings Road
WA/2016/0065 Land between Burch Road and New Pond Road Farncombe: detailed works of a proposal for the erection of 50 dwellings. Objection on the grounds of insufficient evidence of the problems of drainage water being adequately dealt with.
- 9) **Dunsfold Park :** the Vice Chairman explained that the application for a Hybrid Village at Dunsfold Park was extremely complex and well beyond the PC members ability to deal with. She confirmed that Shalford had joined together with a number of Waverley parishes and agreed to jointly commission a critique of the transport statements in order to help make a decision. Most members agreed that the road structure was the problem rather the

amount of housing being proposed as everyone recognised the need for more houses. However Cllr Parsons pointed out that Dunsfold was the only brownfield site available in Waverley and that if this application failed both Guildford and Woking boroughs could be asked to meet Waverley's housing need as well as their own. However he also added that the NPPF states that no substantial building is allowed until the appropriate infrastructure was in place. All the members agreed that it was a complex problem and the Chairman confirmed that members would be working on a draft response for the PC once the critique had been received and analysed.

- 10 Traffic issues:** the Clerk reported that following confirmation from SCC Cllr Johnson a mobile VAS would be purchased for the parish in the new financial year. In the meantime it was necessary to identify sites for the camera (probably 4). St Martha PC had been invited to suggest two locations that might work within their parish as well. Training would need to be arranged at a cost of £1200. Therefore it was important to have a good number of people available. It was suggested that residents living near the identified locations might be enlisted as otherwise the pressure on the PC to maintain operations could be very high. It was agreed that advertising through the schools newsletters and through the PTA would be useful as well as through the parish magazines.
- 11) Communications:** Cllr Hallam reported that the Facebook page for the parish council was now up and running, although there were one or two teething problems. In order to be kept up to date it was necessary to "like" the page and this did not seem to be functioning correctly. Members of the Council were urged to look at the page and to provide material for it as all the copy so far had been written by the Clerk. The Chairman thanked tCllr Hallam for getting the Facebook page up and running.
- 12) Annual Assembly 2016:** the Clerk had prepared an outline proposal for the Annual assembly on Thursday 7th April at Shalford Village Upper Hall. The list of local groups to be invited was agreed and it was also agreed to include representatives from both schools within the parish. Members were reminded that this was one of the PC meetings and therefore everyone should attend.
- 13) Play area improvements:** the Clerk reported that a meeting had been arranged with GBC Play Officer and Countryside Manager to discuss the S38 application and to get some guidance on the replacement of equipment at Pound Place play area. Quotes had been received for the works necessary as a result of the annual playground safety inspections and it was agreed that work should go ahead at Hornhatch and Oakdene Road play areas.
Resolved: to carry out works to the value of £1292 at Hornhatch play area and £857 at Oakdene Road play area.
- 14) Finance: Finance Report:**
14.1) Report for the year up to the end of January 2016 (Appendix 2): Income totalled £39,213.59 for January being mainly a refund of £31,042.16 for S106 expenditure at Brookwood play area. Expenditure for the month was £4,958.46 incl VAT being mainly regular monthly outgoings. The cash balance at the end of January was £109,832.35, compared with £75,577.22 at the start of the month. In comparing actual with budget, expenditure at 63.6% was comfortably within budget for the year.
14.2) Review of spending 2015/16: the Clerk outlined some additional expenditure that was required but that was not fully budgeted and identified some areas of underspend that could compensate for this, resulting in a total overspend of £169
Resolved: to approve reviewed spending as per the attached schedule
- 15) Authorisation of Expenditure:** the Council agreed to authorise the following additional expenditure:
Cemetery compost fencing and posts £67.78
Clerks Networking Day, SSALC £78.00

- 16) Queen's 90th birthday and other events in 2016:** the Vice Chairman reminded the members of the forthcoming events for the Queen's 90th birthday that the PC would be participating in. This included a Clean Up for the Queen event on 6th March and the Shalford Fete on 12th June. Members had previously been asked to suggest locations for possible tree plantings. However it was agreed that advice should be taken from the GBC Countryside Manager regarding locations on Shalford and Peasmarsh Commons and that residents of Chilworth would be encouraged to make suggestions for somewhere in the village. Shalford Infant School had expressed an interest in being part of any event on 21st April. It was agreed that if something could be organised the PC would provide a suitable brazier for a small beacon.
- 17) Peasmarsh allotments:** the Clerk updated the council on progress with improvements at the allotment site and encouraging new tenants. It was agreed that the first phase of clearance work quoted for before Christmas, should be carried out as per the budget review earlier in the meeting and that the replacement fencing required for the boundary would be provided by the PC to be installed by the tenants.
- 18) Cemetery Chapel Restoration:** the Clerk reported that the architect Mr John Deal was no longer able to continue working on this project due to ill health. He had recommended an architect to take over the supervision of the project and the Chairman would be meeting her before the next meeting. Subject to both parties being happy she would take on the project. The Clerk outlined the budget available for further works and it was agreed that of the balance of just under £55,000 including grants owing, the Council would spend up to £40,000 on the next phase of work on the chapel restoration.
Resolved: to spend up to £40,000 on further improvements to the cemetery chapel
Proposed: Cllr Nigel Keane, **Seconded:** Cllr Adrian Cansell
- 19) Tillingbourne Trails project:** the Vice Chairman reported that the very ambitious project was now faltering slightly with some aspects being cut out. Shalford was focussing on The Mill and the volunteers were concentrating on an educational outreach programme with workshops with Shalford Infants School, looking at the Mill and developing a character associated with its history for the puppet making part of the project. There would be a storytelling event at the Shalford fete and a gathering at The Mill on 31st July as well as something for the Heritage Weekend in September. She reminded members that help would be needed with all these events.
- 20) Meeting dates 2016/17:** the Council agreed the proposed dates and venues for meeting for the next year.
- 21) Correspondence:** The Clerk informed the Council of relevant correspondence received. It was agreed to ask GBC Parish and Towns programme to include litter picking and cutting back the verge from Rice's Corner to Hornhatch Chilworth in the request for work along with washing down the village signs and cleaning the glass bus shelter in Chilworth.
- 22) Members reports:**
Cllr Parsons reminded the meeting that the Shalford Parking Review final proposals would be considered at the Local Committee meeting on 23rd March.
Cllr Cansell reported that the crossing patrol officer at Tillingbourne School had temporary cover at the moment and that it was only part time. It was anticipated that the caretaking arrangements in the future were likely to make this cover more difficult.
Cllr Keane reported that the Tilthams Green residents association was being revamped and it was hoped would have a stronger presence regarding local issues. He also reported that he had noted a large crack in part of St Mary's church wall.
Cllr Thomson reported that there had been some vandalism in Hornhatch focussed around the large skip and containers being used for refurbishment work. Debris had been thrown on the play area which could cause nasty accidents and some of the fencing had been broken. Cllr Parsons suggested that this should be reported to the estate manager.

Meeting closed at 10pm

Date of Next Meeting: Thursday 24th March at Shalford Village Hall.
Thursday 7th April Annual Assembly Shalford Village Upper Hall

Signed.....**Chairman**

Date.....