

DRAFT MINUTES
Shalford Parish Council Meeting
on Thursday 22nd February 2018 at Chilworth Village Hall 7.30pm

- 1) Apologies : Present:** Cllrs. Bill Birkett (Chairman) Mary Phillips (Vice Chairman), Adrian Cansell, Jefferey Cox, Nigel Keane, Alan Midgley, Dave Newman, Mike Parsons and David Thomson.
In Attendance: Nuala Livesey (Parish Clerk), SCC Cllr Matt Furniss, six members of the public
Apologies: SCC Cllr Keith Taylor and GBC Cllr Michael Illman.
- 2) Declaration of Disclosable Pecuniary Interests by Councillors on any of the agenda items, in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No 1464):** Cllr Birkett declared an interest in planning application 18/P/00188 as landlord of the The Snooty Fox café and also for agenda item 9 regarding the Kings Road slip road for the same reason.
- 3) Minutes: Confirmation:** The council considered and confirmed the minutes of the last Council meeting held on the 25th January 2018. The minutes were then signed by the Chairman.
- 4) Councillor Report: GBC Cllr Parsons** confirmed that the examination of the GBC Local Plan would commence on 5th June and that a decision on the Dunsfold development was due by the 16th March. A good number of people had attended the consultation event for the New Pond Road bridge and plans were at an advanced stage for the new crematorium building. He confirmed that these two projects would overlap one another. Cllr Birkett asked whether GBC had changed its view at all on the immigration figures used for the Local Plan particularly in light of the Brexit decision. Cllr Furniss confirmed that the housing number had been reduced at the time of the Brexit decision but added that they could be revised during the lifespan of the plan. He reminded the meeting that if GBC did not meet its deadline for submission of a plan the government would impose housing numbers on the borough.
SCC Cllr Furniss reported that work was still in progress finalising the diversion routes for the New Pond Road bridge works and that the police would be on hand to stop “rat running” on alternative routes. He added that he had allocated £3,000 of his member’s allocation to the SCC Countryside team to improve the condition of footpaths across the ward and added that the Highways team would help out with this as well. He explained that a new budget had been created for pothole repairs and that the community allocation had increased slightly by £7,000 for Highways matters. Drains had been jetted in Tillingbourne Road. The Chairman confirmed that Kings Road drains were in need of jetting. Cllr Furniss would be meeting with Highways officers to discuss the proposals for changing the traffic flow on the Kings Road slip road, and yellow lines would be going down on a short stretch of Chinthurst Lane in the next round of road markings. Cllr Birkett confirmed that he had provided information on local signs that needed reviewing to the Quiet Lanes and Decluttering group but agreed to pass them on to Cllr Furniss as well.
- 5) Crime Report:** the Clerk presented the published crime figures for Dec which are listed at the end of these minutes. Cllr Newman asked how the figures were compiled and what information they provided. Cllr Matt Furniss confirmed that the figures were difficult to interpret as they

were added to each month, and it was not possible to see only the new incidents in any particular month. However he confirmed that GBC and SCC had jointly funded an analyst to look at the figures so that by March it should be possible to get a much better interpretation of the crime figures.

6) Public session: A member of the public asked if the meeting was the correct place to object to the planning application for development at 74 New Road Chilworth. The Chairman explained that the council would consider the application and comment in due course but that any concerns from residents should be made at this public session. It was confirmed that the application would not be considered automatically at the planning committee but would be decided under delegated authority by the planning officer unless there were 20 objections from the public and the officer was proposing approval. Members of the public were concerned at the possible loss of one of the oldest houses in Chilworth as well as the impact of an additional side road on parking, traffic volume and a dangerous access onto an already busy road close to a school entrance. The Chairman confirmed that SCC Highways would have to comment on the proposed new junction and that it would be likely to ask for yellow lines of a similar length to those around the other side road junctions with New Road.

A member of the public asked why something could not be done about the junction at Rice's Corner where New Road joined the B3100. He commented that it was a ridiculous situation where an A road had to give way to a B road. SCC Cllr Matt Furniss confirmed that it was not just a matter of the cost for making changes to the junction but also the fact that the junction was surrounded by Common land which presented a whole set of issues on its own.

The owner of The Snooty Fox café reported that he had applied to GBC for permission to add additional outdoor seating to the area outside the café in Shalford. This would accommodate more customers at the café but he hoped would also create more of a piazza style feel to that part of the village which would be a benefit to the whole community in the long term. He also added that any change to the traffic flow along the Kings Road slip road would have a significant impact on the businesses in that part of the road. He would like to be part of the process of finding a solution to the problem which would be critical to all the businesses located there who rely on passing traffic. He reminded the meeting that the shops had already lost parking spaces when the much needed zebra crossing had been installed so it was important that they be involved in this process. Cllr Phillips asked if other shopkeepers were aware of the proposals yet as they could generate some good ideas. SCC Cllr Furniss confirmed that this was only an idea at the moment that would need consideration to see if it was indeed a viable proposition. A member of the public asked when something would be done about the illegal parking on the edge of the Common on the Kings Road slip road. Cllr Phillips reiterated that the parish council was not responsible for parking on the Common and this should be raised with GBC. Cllr Furniss confirmed that GBC was taking a holistic approach to the Common and trying to identify land that could be exchanged. The member of the public asked why parking enforcement could not deal with it. Cllr Furniss confirmed that Common land was not under their jurisdiction. Cllr Cansell suggested that maybe yellow lines could be added to the highway on the slip road as this was not part of the Common.

7) Planning: Current Planning Applications (Appendix 1): The council considered each application and agreed to support all planning application this month.

8) Shalford Common/Bramley footpath: the Clerk confirmed that Bramley PC was reviewing the clearance work to be done on the Downslip path between the old Bramley station and the A281 as the contractor felt that it would be easier and quicker to use a mini digger without changing the cost significantly. The Chairman confirmed that there was no further progress on matters relating to management of the Common.

9) Highways Issues: the Chairman outlined proposals for a possible change to the traffic flow around the Kings Road slip road, reversing the direction of flow with potential to create more parking spaces, reduce the amount of traffic in the slip road and cut down on parking infringements. Cllr Phillips asked at what stage would the council be consulting with local residents as this proposal would be a significant change to the current arrangements. Cllr

Furniss confirmed that he would be meeting with Highways officers soon and advised that it would be sensible to wait until officers had agreed to the proposal before starting to consult.

- 10) Shalford Cemetery Chapel:** the Clerk reported that a schedule had been agreed for dealing with the snagging list at the chapel which would include the outstanding electrical works. Agreement had yet to be reached with the electrician so this work would be completed by a different contractor. The council agreed to the installation of a sump pump to protect the boiler at a cost of £530.00 +VAT.
Resolved: to install a sump pump to support the chapel boiler at a cost of £530.00 +VAT
Proposed: Cllr Birkett, **Seconded:** Cllr Cox
- 11) War Memorial:** the Vice Chairman gave a detailed outline of history of the Shalford parish War Memorial and the works carried out since the early 2000's to repair and restore it, and summarised the current situation. She confirmed that it would not be possible to replace the names on the actual War Memorial due to the softness of the stone. It would not be possible to add a plaque to the actual stone for the same reason, and because of its listed status. The council would therefore have to consider other options for displaying the names either on an improved lectern, an additional plinth or possibly on the surrounding york stone base. As the memorial was listed it would be necessary to work with the GBC Conservation team and she confirmed that we were currently awaiting a response from them to attend a site meeting. There was no reason to think that any names were missing from the list currently displayed on the lectern but this would of course be checked. Cllr Keane asked that acknowledgement be made of those "shot at dawn" in any new record if this was appropriate.
- 12) General Data Protection regulations 2018:** the Clerk confirmed that there was a considerable amount of preparation needed for the new regulations on 18th May 2018. Further training opportunities would be taking place through GBC and SSALC and supporting materials were being produced by the Society for Local Council Clerks (SLCC) which should help to make the process easier. The council would still need to appoint a suitable Data Protection Officer independently of the parish council.
- 13) West Lodge Chilworth:** the Chairman suggested that it was not a great surprise that GBC had decided to sell West Lodge on the open market. Cllr Parsons believed that the best way to preserve it was by sale and protection under its Listed Building status. Cllr Cansell confirmed that St Martha PC were very disappointed at the decision taken by GBC. Cllr Newman suggested that if it could be sold for a purpose that would benefit the local community or encourage people into the village it would still remain a local asset. It was agreed that the clerk would write to GBC suggesting that such a sale would be a positive way to keep the building as a useful community asset
- 14) 74 New Road Chilworth:** the Chairman commented that the subject had been covered in detail in the public session and confirmed that the council would make a decision on the planning application. He confirmed that the Clerk had been in touch with the GBC Conservation team about local listing and was awaiting their response.
- 15) Brookwood Field:** the Clerk confirmed that the rabbit treatment work had been carried out and the grounds maintenance contractor was now happy to go ahead with the work to improve the area of the field at the far end for a new pitch. It was agreed that further rabbit treatment work would be necessary to maintain the condition of that pitch. It was agreed to ask the local tree surgeon to review the tree survey that had been carried out on the field and to carry out appropriate works within the budget before the end of the financial year. The Clerk explained that the Rotary Club had again asked to use the toilet facilities at Brookwood on Sunday 13th May. The clerk agreed to confirm that this would not be a problem for the football club on that day

16) Finance report:

16.1) Report for the year up to the end of January 2018 (Appendix 2): There was no income for January. Expenditure for the month was £5819.38 incl VAT including regular expenses, internal audit fees, Brookwood rates and fire extinguishers for Shalford cemetery. The cash balance at the end of January was £104,635.49 compared with £110,545.87 at the start of the month. In comparing actual with budget, expenditure at 71.9.0% was comfortably within budget.

Resolved: to accept the finance report as presented

Proposed: Cllr Phillips, **Seconded:** Cllr Cox

16.2) Review of 2017/18 budget: the council considered whether any amendments needed to be made to the budget before the end of the current financial year. It was agreed to confirm any changes at the March meeting

16.3) Request for support from Age Concern (Shalford and Peasmarsch): the council considered the request for financial support toward the work of Age Concern (Shalford and Peasmarsch) and agreed to donate £400 for this work

Resolved: to donate £400 to Age Concern (Shalford and Peasmarsch)

Proposed: Cllr Phillips, **Seconded:** Cllr Cox

17) Authorisation of Expenditure: the council approved the following additional expenditure.

Repairs in Shalford cemetery £199.00 +VAT

Clerks Networking Day £75.00 +VAT

Resolved: to approve the above additional expenditure

Proposed: Cllr Birkett **Seconded:** Cllr Keane

18) Shalford fete: the council considered how the it may be represented at the fete on Sunday 10th June 2018. It was agreed to have a tent as in previous years, to suggest the Mayor be invited to open the fair and to consider further important issues that might be promoted at the fete.

19) Litter pick/volunteer group: the Clerk confirmed that the annual Keep Britain Tidy Great British Spring Clean event would take place on 4th March 2018. The Volunteer group had been informed and equipment booked from GBC for this event.

20) Report from St Martha PC meeting: Cllr Cansell reported that there had not been a meeting since the Shalford January meeting.

21) Correspondence: The Clerk listed a number of pieces of correspondence for consideration. It was agreed that the Cemetery Chapel would again be opened as part of the Heritage Open Day programme in September, GBC Lead Cllrs would be invited to attend the June or July meeting of the PC, and that the Clerk would respond to the GBC/SCC Transport review.

22) Members reports: Cllr Thomson reported that there was a lot of mud and mess around the bus stop at Rice's Corner where GBC tree work had recently been carried out

Cllr Cansell reported that the VAS unit had recorded 50,472 triggers during its first week of operation on Christmas Hill.

Cllr Midgley reported that he had attended the last PC In-setting meeting. There was nothing new to report but councils were still preparing to make representation at the Local Plan Examination.

Cllr Newman reported that he had attended the Community led Affordable Housing conference run by Surrey Community Action. He would like to follow up on this with the council and with Louise Williams. It was agreed that the Clerk would check the progress of the possible development in Tannery Lane

Cllr Keane reported that there were a number of potholes developing in Trunley Heath Road. It was agreed that he should report them direct through the SCC reporting system

Confidential item: press and public excluded

Meeting closed at 10.15pm

Date of Next Meeting: Thursday 22nd March 2018 at **Shalford Village Hall.**

Signed.....Chairman

Date.....

Crime stats

All locations are identified as "in or near"

Chilworth

- 2 x public order offences Brookwood/Tillingbourne School recreation areas
- 1 antisocial behaviour New Road
- 1 x vehicle crime Lakes Road
- 1 x criminal damage and arson Nursery gardens
- 1 x theft from a person Hornhatch Close
- 1 x violence/sexual offence Hornhatch Close

Shalford

- 1 x public order offence Tillingbourne Road
- 1 x vehicle crime Tillingbourne Road
- 1 x antisocial behaviour East Shalford Lane
- 2 x antisocial behaviour Shalford Common football pitch area
- 1 x vehicle crime Kings Road/Shalford Station
- 3 x antisocial behaviour Kings Road/Shalford Station
- 1 x violence/sexual offence recreation area Horsham Road

Peasmarsh

- 3 x theft petrol station
- 1 x vehicle crime petrol station