

MINUTES

Shalford Parish Council Meeting on Thursday 19th April 2018 at Peasmarsh Village Hall 7.30pm

- 1) Apologies: Present:** Cllrs. Bill Birkett (Chairman) Mary Phillips (Vice Chairman), Adrian Cansell, Nigel Keane, Alan Midgley, Dave Newman, Mike Parsons and David Thomson.
In Attendance: Nuala Livesey (Parish Clerk), SCC Cllr Keith Taylor, Mike Lunnon (St Martha PC)
Apologies: Cllr Cox, SCC Cllrs Matt Furniss
- 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 Dave Newman declared an interest in agenda items 4 Affordable Housing and 8 planning application 18/P/00529 because of his involvement with both.
- 3) Minutes: Confirmation:** The council considered and confirmed the minutes of the last Council meeting held on the 22nd March 2018. The minutes were then signed by the Chairman.
- 4) Affordable Housing:** Louise Williams, the Rural Housing Enabler from Surrey Community Action (SCA) outlined the background to a proposal for Affordable Housing on a rural exception site within Shalford parish. Land had been offered in 2016 that met the criteria of a rural exception site and since then considerable work had been done to confirm the suitability of the site. The owner of the land who was generously offering the land at no cost, had agreed contracts with Mount Green Housing Association who was working with an architect to draw up plans for the site. She confirmed that there was still data needed on flooding implications but that the team were confident that this would not be an issue. It was confirmed that the PC could have some involvement in the criteria for allocation and that if everything went smoothly the group could be ready to make a planning application by the end of the year. The Chairman expressed the appreciation of the Council for the opportunity that had been created by an individual donor and confirmed the full support of the council for the proposals.
- 5) Councillor Report: Cllr Parsons** confirmed that there was nothing new to report from GBC. **SCC Cllr Taylor** reported the pedestrian refuge for The Street Shalford near the Infant school had been agreed for installation in 2018/19, along with pavement works opposite Tillingbourne Junior School. He added that Project Horizon would be carrying out long overdue resurfacing work on the A248 Dorking Road between Chilworth and Albury but that this had been delayed by essential pipework starting in Albury in mid June, resulting in significant diversions for the whole area. He acknowledged that there would also be significant traffic implications particularly for Peasmarsh during the three month rebuild schedule of the New Pond Road rail bridge. On the education front he reported that the allocation of places to infant and junior schools had been relatively successful this year but that the pressure had now moved on to secondary school places.

- 6) **Crime Report:** the Clerk presented the published crime figures for February 2018 which are attached at the end of these minutes.
- 7) **Public session:** No members of the public were present at the meeting.
- 8) **GBC Local Plan:** the Chairman asked members to consider what issues could be raised at the GBC Local Plan Examination. It was agreed that the Insetting issue had been raised by the Inspector so was already under consideration. Cllr Phillips asked who would actually be registered to speak and could we find out if the potential developer of land behind Shalford Village Hall might be making representation at the Examination. It was agreed that the PC needed to clarify the procedures with the Inspectorate and to establish GBC's position on defending the land behind the village hall. Cllr Parsons confirmed that as it was already in the Local Plan the GBC barrister would of course defend its designation if necessary.
- 9) **Planning: Current Planning Applications (Appendix 1):** The council considered each application and agree to support all applications listed this month.
- 9) **Highways Issues: Keith Taylor** reported that there had been a number of meetings regarding cycle routes between Godalming and Guildford. It was recognised that these things could not be sorted easily but liaison was going on between Waverley and Guildford BC's. He added that extra money had been secured for dealing with winter road damage from the special fund. Decisions still had to be made about how best to use the money particularly on C and D roads. Cllr Cansell confirmed that the VAS unit was now outside the dry cleaners in Kings Road Shalford and had been triggered 27,700 times in 12 days. It was agreed that the figures should be submitted to the speed reduction officer at Surrey police on a monthly basis.
- 10) **General Data Protection regulations 2018:** the council accepted the GDPR policy documents for the council and the Clerk reported that GBC had offered to facilitate the provision of a Data Protection Officer for the parish councils if there was enough interest at an at-cost rate. She confirmed that new emails would be set up for members on the shalfordpc.org.uk address for which a monthly fee would be payable.
- 11) **Annual Assembly 10th May 2018:** the Clerk confirmed that Mr Colin Wilson from the Blackwater Valley Countryside Trust would be giving a talk on "Saving our Amazing Swifts" following the conclusion of the formal business of the meeting. Refreshments would be served as per previous years.
- 12) **Shalford Post Office:** the Vice Chairman confirmed that the Post Office would be re-opening on 8th May. She added that she would be asking the Friends of Shalford (FOS) to assist with organising something as a gift for the Punatars and that they had accepted the invitation to join members of the parish council at Shalford fete on Sunday 10th June.
- 13) **Resilience Plan:** Cllr Midgley outlined the background to preparing a local Resilience Plan. It was agreed that it should be renamed an Emergency Plan as this would have more meaning to local residents. Attempts had been made to work with SCC but so far this had not produced anything, so it was suggested that the council revert to using a draft plan produced a local resident who was experienced in this field. Cllr Birkett suggested that it would be important to ensure that the plan properly addressed the needs of the three different villages in the parish. Cllrs Birkett, Midgley, Newman and Keane agreed to form a Working Group to move this project forward.
- 14) **Shalford fete:** the council agreed to promote the parish allotments, the volunteer group and the Emergency Plan at the fete. The Vice Chairman confirmed that the Punatars would be joining councillors for part of the day.

15) Finance report:

15.1) Report for the year up to the end of March 2018 (Appendix 2): Income for March totalled £200.00 of cemetery fees. Expenditure for the month was £12,769.32 incl VAT including regular expenses, new play equipment and annual subscriptions. The cash balance at the end of March was £90,994.15 compared with £103,581.47 at the start of the month. In comparing actual with budget, expenditure at 91.7% was comfortably within budget. The bank reconciliation for March was signed by the Chairman

Resolved: to accept the finance report as presented

Proposed: Cllr Midgley, **Seconded:** Cllr Birkett

15.2) Review of 2017/18 budget: the clerk confirmed the final figures for the 2017/18 budget as per the budget statement and the final account balance of £90,944.15. The council agreed to accept the figures as presented and acknowledged that although the Brookwood budget had gone over budget in its first year and that there was a small overspend on allotments this was offset by the income generated by these two activities and therefore the budget remained within the overall figure set for the year .

Resolved: to accept the final budget figures as presented

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

15.3) Hornhatch Neighbourhood Watch: the council agreed to contribute to the cost of new signs for Hornhatch at a cost of £20.00

Resolved: to cover the cost of new Neighbourhood Watch signs for the Hornhatch area

Proposed: Cllr Birkett, **Seconded:** Cllr Cansell

16) Authorisation of Expenditure: None.

17) Shalford Common/Bramley footpath: the Chairman confirmed that work had been due to start on the path on 2nd April. No update had been received from Bramley PC since then.

18) Report from St Martha PC meeting: there was no report from the meeting as it had been on the same night as the last Shalford PC meeting.

19) Correspondence: The Clerk confirmed that GBC Cllrs Spooner and Furniss would attend the start of the June meeting to answer questions on the GBC Local Plan and any other issues that the parish would like to raise relevant to GBC. GBC had confirmed that they would visit Shalford cemetery in July to consider it for use as a Polling Station. Shalford Village Hall had confirmed the new rates for 2018/19 including a preferential rate for the parish council. The Guildford Staffordshire Bull Terrier Club requested the use of Brookwood Field for their Annual Dog Show on 28th May.

20) Members reports: Cllr Cansell reported that he was going to request that the GBC parking officer enforce the double yellow lines in Chilworth particularly at the weekends.

Cllr Midgley reported that he had attended the Decluttering Workshop run by the Surrey Hills Board. The Clerk had the “Decluttering Pack” produced for the meeting so members were encouraged to identify signs that could be removed across the parish.

The Clerk reminded the members that the May meeting included the election of Chairman and Vice Chairman and the allocation of committee, working group and other responsibilities and asked members to consider their wishes ahead of the meeting.

Meeting closed at 9.45pm

Date of Next Meeting: Thursday 24th May 2018 at Shalford Village Hall.

Signed.....Chairman

Date.....

Crime stats February 2018

All locations are identified as "in or near"

Chilworth

1 antisocial behaviour Chantry Road

Shalford

1 x antisocial behaviour Kings Road

1 x vehicle crime Kings Road

1 x antisocial behaviour Station Row

1 x antisocial behaviour Dagden Road

Peasmarsch

1 x theft petrol station

1 x antisocial behaviour James Road

1 x antisocial behaviour New Pond Road

1 x antisocial behaviour Tilthams Green