

DRAFT MINUTES
Shalford Parish Council Meeting
on Thursday 26th July 2018 at Chilworth Village Hall 7.30pm

- 1) Apologies: Present:** Cllrs. Mary Phillips (Chairman), Alan Midgley (Vice Chairman) Adrian Cansell, Jeff Cox, Nigel Keane, Dave Newman, Mike Parsons and David Thomson.
Apologies: SCC Cllr Keith Taylor
In attendance:, SCC Cllr Matt Furniss, Cllr Patricia Allen St Martha PC, Nuala Livesey (Parish Clerk) , eleven members of the public
- 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):** None
- 3) Minutes: Confirmation:** The council considered and confirmed the minutes of the last Council meeting held on the 21st June 2018. The minutes were then signed by the Chairman.
Resolved: to accept the minutes as presented to the meeting
Proposed: Cllr Keane, **Seconded:** Cllr Midgley
- 4) Councillor Report: Cllr Mike Parsons reported on the following issues:** GBC Local Plan; the Inspector had found the Local Plan sound and requested a few alterations around early housing delivery. This would mean new sites going into the plan in Normandy, Guildford Waverley border at Shackelford, and an increase in Send on an existing site. He confirmed that there would be a consultation in September on just the changes.
For 2019-20, the council would face a negative grant, where the Council pays more money from retained business rates than received, to the government. The amount of negative grant in 2019-20 would be nearly £700,000, estimating that this could total £5.7m between 2019 and 2023. (a further explanatory note is attached at the end of these minutes)
Sustainable Movement Corridor (SMC1) is a package of improvements from the Research Park & Royal Surrey County Hospital to the Mainline Guildford Station. Works involve junction improvements, new and improved pedestrian and cycle provision and a bus priority set of measures along the corridor. This first stage will cost £3.85 million from the overall budget for all sections of the sustainable corridor of £9.895 million. Completion date is March 2021. GBC had approved a Bike Share scheme to begin in Guildford as part of the sustainable package of measures to reduce congestion. A bid had been made to the Local Enterprise Programme (LEP) to make the scheme fully electric in order to aid with Guildford's topography. A feasibility study would be completed on locations which would link to key infrastructure points. The scheme would cost £1.13 million and would include infrastructure improvements alongside the project.
The council was exploring whether it could obtain a permanent injunction excluding the recent group of Travellers on Shalford Common from the whole of Guildford. Plans to restrict incursions was being worked on would go out to public consultation mid-September.

The Chairman commented that the Hornhatch Farm site seemed to be back on the agenda as part of the Local Plan. GBC Cllr Furniss confirmed that no locations had been formally adopted yet and would need to be investigated for sustainability and early delivery. As mentioned by GBC Cllr Parsons Hornhatch Farm was one of the sites being considered but had been put forward by the developer, not the Council. Any changes to the plan would be part of the impending consultation.

Cllr Newman asked if sufficient infrastructure had been included in the Local Plan for cyclists. Cllr Furniss confirmed that £1.3m had been allocated borough wide for cycling initiatives

SCC Cllr Matt Furniss reported on the following issues: The pedestrian refuge design for The Street, Shalford was in progress and would be completed within the current financial year. Construction should start in Jan/Feb 2019. Following a site meeting with residents and the Parish Council, Cllr Furniss had a discussion with the Highways Team regarding a refuge on Christmas Hill. This would be acceptable between the entrance to the Village Hall and the bus stop near Station Road on Kings Road. The road would need to be widened to accommodate the refuge which would aim to aid both pedestrians crossing and slowing traffic down. The project was estimated at £35k which included the refuge and the cost of widening. The next step discussions would be around funding between SCC and the PC. Cllr Furniss reported that he had provided the Parish Council with maps indicating the works that had been paid for out of his divisional allowance for path and byway maintenance including sign replacements, repairs to the paths and also clearing vegetation. He had committed a sum from the allowance again this year to continue the countryside maintenance. The B3000 Rail Bridge replacement had been on time by Network Rail and all roads were now open. The bridge was slightly wider in order to comply with modern vehicle standards. Advisory Lines were to be added to Station Road outside the Parish Council Offices to keep access open. An information sheet on Riparian Ownership which SCC have recently produced had been passed on to the Parish. Copies could be provided for anyone interested. The Safer Guildford Partnership was planning on providing better information going forward for the public on local crime stats. The Police and Crime Commissioner would be attending the next Parish Clerks Liaison meeting at GBC, but Cllr Furniss suggested that maybe it would be useful to invite him to a meeting with a group of parish councils.

- 5) **Crime report:** the Clerk presented the published crime figures for May which are attached at the end of these minutes. Cllr Furniss confirmed that one increase of note was domestic burglary, mostly due to the change in definition in April 2017 to include sheds and outbuildings. The members confirmed that they would still like to receive more understandable information from the support team.
- 6) **Public session:** St Martha PC Cllr Allen commented that the council was very concerned about the potential development at Hornhatch Farm. The Chairman confirmed that Shalford PC had made representation to GBC during the Examination on the Local Plan on this issue and it appeared from the earlier reports of GBC Cllrs Furniss and Parsons that it was not being taken forward as previously suggested. She added that the council was very pleased about that. A member of the public asked why preventative measures had not been discussed previously with regard to the recent Traveller Incursion on Shalford Common. The Chairman confirmed that as managers of the Common this was really an issue for GBC but that it was the intention of the PC to meet with them soon to discuss proposals and that it would be helpful to hear the views of residents in the meantime. GBC Cllr Parsons confirmed that GBC was seeking an injunction against the particular group that had visited Shalford and that once the council had identified options for protecting the Common a public meeting would be held probably in Mid September. GBC Cllr Furniss added that the cricket field was a particular issue as it would be difficult to protect it without having a significant visual effect on the field and possibly from a playing perspective as well. He confirmed that the council had used appropriate powers to move the group on and that they were able to move them more quickly from Shalford Park under existing injunctions.

A member of the public asked if any progress had been made with regard to installing a football goal on the Common in time for the school summer holidays. The Chairman promised to try and speed up the Countryside team on this matter

A member of the public commented that all of the Common was vulnerable to illegal parking including the area at the front of the cemetery. The Chairman reminded the meeting that the issue of non traveller incursions had been discussed in great detail at the PC meetings over many months and that the different rights and permissions that some residents had needed to be carefully worked through to find a lasting solution to the problem.

It was agreed that there was much local concern at the response of the local police to the Traveller Incursion and the PC hoped to meet with them soon to discuss the problem. Cllr Furniss confirmed that SCC were looking at providing Transit Sites which would allow the police to move traveller groups much more quickly.

- 7) Traveller Incursion on Shalford Common:** it was agreed that this item had been discussed in full during the public session. The council agreed to publicise the GBC Public Meeting when arrangements had been made.
- 8) Planning: Current Planning Applications (Appendix 1):** The council considered each application and agreed to support all applications except:
18/P/01377 The Snooty Fox Station Approach Shalford: display of externally illuminated fascia, internally illuminated A2 display boards and a free standing illuminated roadside totem sign. A copy of the council response can be seen on the GBC planning website
The Clerk reported that the application for 74 New Road Chilworth would be heard afresh by the Planning Committee in August.
- 9) Highways Issues:** Cllr Keane reported that the Slow sign near the end of Tilthams Corner Road was very worn and needed repainting. Cllr Cansell commented that although the road bridge on New Pond Road was now open again, the surface of the approaches had not really been dealt with. Cllr Furniss confirmed that SCC would be carrying out this work. Cllr Cansell also reported that that VAS was averaging 2,457 triggers a day in its current location . It had dropped during the time when the Traveller Incursion was present on the Common. The highest figures had been recorded on the Christmas Hill approach to Shalford and he hoped that a crossing point on that section of the road would help to slow things down. St Martha PC Cllr Allen confirmed that the posts installed in St Martha for use of the Shalford VAS were not the right ones and would be replaced by SCC. It was confirmed that SCC would not be able to contribute to a "Slow Bend" sign on Broadford Road and that this should be added as an agenda item for the September meeting.
- 10) Volunteer group:** the council considered how to broaden the remit of the volunteer group and things that it could be involved with. It was agreed that efforts should be made to carry out the Decluttering exercise introduced by the Surrey Hills. Considerable work had been done previously across all three villages. The Clerk agreed to locate the recorded information and see how the project could be moved forward. It was also agreed that more work needed to be done on use of Social Media and that working with FOS and their website could be a starting point.
- 11) GBC Local Plan Examination:** the Chairman updated the council on the conclusion of the recent Local Plan examination and reported that it seemed that further consideration was being given to the inclusion of Hornhatch Farm as a potential site for development, although GBC Cllr Parsons had not mentioned it as a proposed new site in his councillor report. GBC Cllr Furniss confirmed that the developer had the right to say that he wanted the Hornhatch site included in the plan. However the Inspector had not supported this view and the three sites being taken forward were at Send, Shackelford and Normandy. The council agreed that they were pleased that the Hornhatch site would not be considered for inclusion in the Local Plan .
- 12) Brookwood Field:** the Chairman reported that at the recent Brookwood Field Committee meeting the committee reviewed the condition of the ground at the far end of the field with the

maintenance contractor to see what progress had been made for adding a further pitch to the field. The contractor agreed to provide a price for cutting back some of the vegetation to control the rabbits and adding a ditch to help with drainage. The committee had agreed that the current fees for Guildford Saints would remain the same until an additional pitch was ready for use. The committee discussed how the field could be protected from incursions as it was in a quiet location and could be vulnerable. The costs of running the field over the first year of operation were reviewed. It was agreed that the improvement work proposed to clear the rabbits and improve drainage should go ahead at a cost of £730.00

Resolved: to carry out further improvements to the field at a cost of £730.00

Proposed: Cllr Cansell, **Seconded:** Cllr Phillips

13) Shalford War Memorial: the council considered various options for a new lectern for the War Memorial. It was agreed that the style and colour should be similar to the existing lectern with black lettering on a white or cream background. There would not be any other colour on the display. The actual colour of the stand could be agreed when a design was approved but it would need to blend in with the surroundings of the Conservation area. The Clerk would pursue more detailed quotes for the next meeting. The Chairman reported that she and the Clerk would be meeting with St Mary's Church during August to discuss proposals for Remembrance Sunday.

14) Review of Standing Orders: the Council approved the recommendations of the working group with regard to the review of the Standing Orders.

Resolved: to amend the Standing Orders according to the recommendations of the working group

Proposed: Cllr Newman, **Seconded:** Cllr Cox

15) Finance report:

15.1) Report for the year up to the end of June 2018 (Appendix 2): There was no income for June. Expenditure for the month was £5,193.27 incl VAT, including regular outgoings and the Brookwood maintenance costs. The cash balance at the end of June was £117,182.86 compared with £122,376.13 at the start of the month. In comparing actual with budget, expenditure at 24.13% was comfortably within budget. The bank reconciliation for June was signed by the Chairman

Resolved: to accept the finance report as presented

Proposed: Cllr Keane **Seconded:** Cllr Cansell

15.2) Concurrent grant applications: the council agreed to make applications for support for the work on the cappings on the side section of St Mary's Church wall which had been estimated at £12,820 + VAT and for protection works at Brookwood Field to prevent vehicle incursions onto the field. The Clerk agreed to get an estimate for this work and forward the applications to GBC.

Resolved: to make two applications to GBC for Concurrent grant as detailed above

Proposed: Cllr Phillips, **Seconded:** Cllr Parsons

15.3) Review of Financial Regulations: the Council approved the recommendations of the working group with regard to the Financial Regulations.

Resolved: to accept the proposals of the working group for amendments to the Financial Regulations

Proposed: Cllr Phillips, **Seconded:** Cllr Parsons

15.4) Request for grant support from Surrey, Sussex and Kent Air Ambulance: this item was deferred to the September meeting to be considered along with a review of how donations and grants were managed overall.

16) Authorisation of Expenditure: the council approved the following additional expenditure:
£52.35 Fete expenses

17) Benches for Shalford cemetery: the council reviewed a number of options for new benches in Shalford cemetery and approved a design for the benches. The Clerk agreed to go ahead and order the benches and arrange installation.

18) Heritage weekend: the Clerk reminded the council that the cemetery chapel would be open on 15th and 16th September for Heritage Weekend. A rota would be drawn up to cover both days from 2-5pm

19) Report from St Martha PC meeting: St Martha Cllr Patricia Allen reported that apart from the regular business of the council there had been discussion about who owned that land alongside part of the Tillingbourne River as there were problems with the flow of water along the canal and sheet pilings needed to be removed. She also confirmed that the council had completed the Decluttering exercise within the parish which had proved very worthwhile.

20) Correspondence: The Clerk reported recent correspondence which was dealt with accordingly.

21) Members reports: the Clerk confirmed that representatives from GBC had viewed the cemetery chapel with a view to considering it as a Polling station and were quite positive about it. Arrangements were already in place so it would not be considered until after the next local elections.

Cllr Midgley reported that GBC had included the provision of a new cemetery on the Local Plan which could help with providing for Shalford residents. He thanked the Chairman and Clerk for dealing with the difficult situation of the recent traveller incursion on Shalford Common

Meeting closed at 9.45pm

Date of Next Meeting: Thursday 13th September 2018 at Peasmarsh Village Hall.

Signed.....Chairman

Date.....

Explanatory note from Cllr Parsons

The local impact of proposed Local Government Finance changes from the national 'fair funding review' and 75% business rate retention from April 2020 was not clear. From the little information available, GBC expected a significant shift of resources away from district and borough councils towards funding statutory social care services at county councils. As GBC received no grant, this would mean more of the business rates would be redistributed away from Guildford Borough Council. So under a system of 75% business rate retention it was likely that GBC would retain less than 4% of business rates collected in the borough. Because of the uncertainty about funding, the council predicted a revenue budget deficit of between £7.7 million and £11.5 million over the next four years with a current estimate of about £8.5 million. To address the budget gap, GBC would build on the £10 million of savings made in the last five years and carry on with the extensive programme to transform services. It would also aim to maintain the second lowest share of Council Tax in Surrey and invest wisely to generate extra income and help regenerate the borough.

Crime stats May 2018

All locations are identified as "in or near"

Chilworth

- 1 x theft Old Manor Gardens
- 1 x Criminal damage/arson New Road
- 1 x violence/sexual offence Dorking Road
- 1 x criminal damage/arson St Thomas Close
- 1 x violence sexual offence Tillingbourne School field

Shalford

- 1 x vehicle crime Pound Place Close
- 3 x violence/sexual offence Pound Place Close
- 1 x vehicle crime Pound Place

- 1 x criminal damage East Shalford Lane
- 1 x burglary Orchard Road
- 1 x antisocial behaviour Kings Road
- 1 x theft Conford Drive
- 1 x violence/sexual offence Gosden House
- 1 x public order offence Dagden Road
- 1 x theft Kings Road
- 1 x antisocial behaviour Tillingbourne Road
- 1 x burglary Tillingbourne Road

Peasmarsh

- 1 x theft Petrol station
- 2 x violence/sexual offence James Road
- 1 x theft Oakdene Place
- 1 x vehicle crime Oakdene Road