



Chiddingfold Parish Council

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Chairman: Councillor Richard Hogsflesh
Parish Clerk: Sue Frossard CiLCA MILCM
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MINUTES

Minutes of the Parish Council meeting held on Thursday 09 March 2017
at 7.45 pm in the Charles Watts Room of the Village Hall.

Cllrs Present: Cllr Roger Underwood (RU), Vice-Chair Cllr Anthony Johnson (AJ) Cllr Susie Forrest (SF)
Cllr Christine Tebbot (CT) Cllr Tim Forrest (TF) Cllr Neil Denyer
Cllr Daniel Hall (DH) Cllr Simon Manuel (SM).
In attendance: Sue Frossard CiLCA MILCM (Clerk) Public: 1

1.00 APOLOGIES FOR ABSENCE.

Apologies were received from Cllr Richard Hogsflesh (RU) and were accepted.

2.00 DECLARATIONS OF INTEREST.

If an interest has not yet been disclosed in the Council's Register of Disclosable Pecuniary Interests, the Member must declare it here and notify the Monitoring Officer of it within 28 days. Where a Member has a disclosable pecuniary interest, the Member must not vote or speak on the agenda item in which it arises, or do anything to influence other Members in regard to that item.

There were no Declarations of Interest.

3.00 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 09 FEBRUARY 2017.

PROPOSED (SF): To approve the minutes of the Parish Council Meeting held on 09 February 2017 as a true record of decisions taken and the Chairman signed the minutes.

SECONDED (TF): RESOLVED (UNANIMOUS).

3.01 REVIEW OF ACTIONS FROM THE ABOVE MEETING MINUTES.

There was one outstanding action for the Clerk - to send a letter to residents of Pickhurst Road re ditches.

The Clerk was asked to change the booking at the Village Hall for the 18 May to 14:30 and to include the CWR (for the nursery).

4.00 PLANNING APPLICATIONS.

Recommendations on planning applications are usually decided by the Parish Council Planning Committee which meets on the fourth Thursday of each month at 11am in the Parish Office. Planning Committee agendas are published on the parish main notice board and on the website three clear working days before a meeting. The full Council only considers planning applications where the response deadline falls between Planning Committee meetings.

There were no planning applications to be considered at this meeting.

The Planning Authority's decisions on recent applications had been circulated prior to the meeting and were NOTED.

4.01 MINUTES OF THE PLANNING COMMITTEE MEETING.

The minutes of the Planning Committee meeting held on 23 February 2017 were NOTED.

5.00 WBC - LOCAL PLAN PART 2 AND NEIGHBOURHOOD PLANNING.

CT reported that a meeting had been held with WBC on 01 March. This was attended by Parish and Ward Councillors and Officers of WBC to discuss housing need, empty housing, Waverley housing stock, Green Belt, Chiddingfold settlement boundary and some of the sites that have been submitted to this Council, in response to the Call for Sites, for consideration for development. WBC's minutes of that meeting record the discussions and actions and, as a result of those discussions the following actions were requested:

ACTION: Clerk to write to Elizabeth Sims, Chief Planning Officer, asking for: a commitment for housing to be built by WBC and on their own land; the density of housing on sites that will count towards our target; a definition of 'windfalls', the list of windfalls to date and whether they will be counted; the meaning of 'tweak' in connection with Green Belt coverage.

ACTION: Clerk to write to Gayle Wootton, Head of WBC Planning, to confirm that: the Call for Sites will be conducted by this Council; the Settlement Boundary will require changing to accommodate housing, WBC to be consulted on this; and, this Council will work with WBC on the Green Belt coverage in relation to the parish.

ACTION: In preparation for the Council to assess the sites that have been put forward, the Clerk was asked to prepare a spreadsheet with all the standing data, common to all sites.

ACTION: The Clerk was asked to apply to 'My Community.Org' to obtain any available funding for the Neighbourhood Plan.

6.00 POLICING IN THE PARISH.

SF reported that the website (In The Know) is still not showing any current information, unlike West Sussex which is right up to date within a few minutes (literally, 15 minutes) of a crime being reported. The only item on the Surrey site at present is a warning about fake Scottish currency. The Neighbourhood Watch Group is working on how to get more information to the village. TF reported that the recent presentation had highlighted a change of focus from property to people.

7.00 WORKING AND ADVISORY GROUPS.

It was AGREED that no new Working or Advisory Groups are required.

7.01 UPDATES FROM WORKING GROUPS.

7.01.01 Environment and Amenities Group (EAG) - RU. Nothing to report.

7.01.02 Broadband Group (BBG) - TF.

TF reported that the postcodes that will be covered by the second phase roll-out of the funding for broadband were announced and virtually none is coming to Chiddingfold are along Combe Lane and Combe Court Common. The approach taken by the residents of Fisher Lane in funding the service themselves. This is going well, and they have most of the funds they need. The efforts of residents south of the village, near the Mulberry, have not proved so successful but they continue to move ahead with this.

7.01.03 Neighbourhood Plan Development Group (NDPG) - CT

CT reported that the Business Group have now agreed a questionnaire to go out to businesses and potential business in the parish. This aims to determine the amount of land needed to meet this demand.

DH reported that he has now got a Recreation Group together and they will be meeting shortly.

7.01.04 Emergency Plan Group (EPG) - RU.

RU reported that he had a meeting with WBC two weeks' ago and since then had a de-brief with the group and the parish Emergency Plan is now being updated and will be submitted to WBC to ensure it fits in with theirs.

7.01.05 Road and Traffic Group (RTG) - TF.

TF reported that he had spoken to a Councillor for Godalming, Waverley and Surrey, about speed restriction and control and he was amazed that any village would be thinking of putting average speed cameras into a village as Surrey are only prepared to do this on major roads (dual carriageways). However, he did commend looking at some of the new modern methods of traffic calming.

7.01.06 Village Maintenance Group (VMG) - CT

CT reported on a leak in the foul water system in Pickhurst Road which had been repaired by Southern Water. They had also jetted the land water culvert.

7.01.07 Recreation Ground Maintenance Group (RGMG) - RH.

The Clerk reported that the tennis courts are still being abused despite communication with the school on damage to the nets when the children are taken there for PE, despite being supervised. There have been numerous complaints from tennis players as the nets are frequently left draped across the courts. It has proved difficult to obtain evidence in order to charge the school for repairs as it is deemed inappropriate to take photographs of the damage being done.

8.00 CORRESPONDENCE.

8.01 USE OF COXCOMBE LANE RECREATION GROUND FOR CYCLE COACHING.

VCGH, the Godalming and Haslemere cycling club had sent in a request to use the Coxcombe Lane recreation ground for cycle coaching between 2pm and 3pm on Sunday afternoons during term time.

RESOLVED: that VCGH can use the recreation ground, subject to the following conditions:

1. activities with cycles must be limited to one hour on Sundays, during school term time, from 2pm to 3pm; and
2. cycles must not be used on the marked-out pitch areas if the ground is wet; and
3. VCGH should endeavour to use the Tarmac paths and grass areas which are not marked as pitches; and
4. the tennis courts must not be used; and
5. any damage to the grounds from this use must be reported to the Parish Council and the cost of repairs is to be borne by VCGH; and
6. VCGH must provide the Parish Council with a copy of their Public Liability insurance cover document; and
7. VCGH must confirm acceptance that the Parish Council always has the right to withdraw this permission.

ACTION: The Clerk to write to VCGH to agree to their proposal, outlining the above conditions.

8.02 ENGLISH HERITAGE ASSESSMENT OF WAR MEMORIAL.

The Council had received an invitation from English Heritage to provide any further observations and comments on the Chiddingfold war memorial prior to the Secretary of State for Culture, Media and Sport's assessment of the memorial as to whether it has special architectural or historic interest and, if so, should be added to 'The National Heritage List for England'.

RESOLVED: That a further representation of support be made to English Heritage.

ACTION: The Clerk was asked to write to English Heritage to confirm the Council's support for an enhanced listing and emphasizing the memorial's elegance and the large number of people commemorated.

9.00 LATE ITEMS.

There were no late items.

10.00 FINANCE AND COMPLIANCE GROUP (FCG)

TF reported that, following discussion with the Clerk, he had been analysing the reserves since 2013-2014, the year that the precept was raised by a significant percentage to facilitate a Public Works Loan. The conclusion was that since 2014-2015 the additional surplus has eroded, giving a false impression funds available for general expenditure. This situation needs to be redressed. To this end a meeting has been arranged for a working group of councillors to study the budget for the two years to 2018 and to bring a recommendation for changes to the April Parish Council meeting. It was NOTED that this does not mean a change to the precept, but nominal changes to the balance of Income & Expenditure and Reserves to more accurately show where capital expenditure was intended.

ACTION: TF, DH, CT, SM and the Clerk will meet to review the budgeted Income & Expenditure and Reserves and bring a recommendation to the April Council meeting.

10.01 FINANCIAL STATEMENT OF ACCOUNTS.

TF reported that Income and Expenditure is approximately on budget. The financial statement of accounts had been reviewed against the 2016-2017 budget and found to be in line with budget totals, but in need of detail changes (as at Item 10.00).

PROPOSED (TF): To approve the financial statement of accounts against budget for the year to 31 Mar 2017.

SECONDED (RU). RESOLVED (UNANIMOUS).

10.02 RECEIPTS AND PAYMENTS.

The Chairman read out the Order to Pay form which listed payments, receipts and payments to ratify.

PROPOSED (TF): To approve payments as detailed on the Order to Pay form and ratified the payments necessarily made since the last council meeting and in accordance with the 2016-2017 budget.

SECONDED (RU). RESOLVED (UNANIMOUS).

10.03 STANDING ORDERS.

The Council had reviewed the Standing Orders and these were adopted.

RESOLVED: to adopt the Standing Orders and these were adopted, unchanged.

10.04 FINANCIAL REGULATIONS.

The Council had reviewed the Financial Regulations and these were adopted.

RESOLVED: to adopt the Standing Orders and these were adopted, with minor changes.

10.05 FOI POLICY AND PUBLICATIONS LIST.

The Council had reviewed the Freedom of Information Policy and Publication List and these were adopted.

RESOLVED: to adopt the Freedom of Information Policy, unchanged; to adopt the revised Publication List (which is subject to ongoing changes).

10.06 INTERIM REPORT FROM INTERNAL AUDITOR.

The Council had receive a report from the Internal Auditor on parish finances and adherence to procedural and financial regulations.

RESOLVED: the report was NOTED and there were no issues to address or changes to make.

11.00 DATE OF THE NEXT PARISH COUNCIL MEETING. [For information. Dates are set at the Annual Council Meeting.]

The next Parish Council Meeting is on Thursday 13 April 2017 in the CWR of the Village Hall commencing 19:45.

OTHER DATES TO NOTE:

NP Steering Group Meetings with Nexus:

Tue 21 Mar - 2pm in the Church Room

Annual Parish Assembly and NP Public Consultation:

Thu 18 May - 14:30 setup - 16:00 consultation opens. In the village hall

NP Public Consultations:

Fri 23 Jun 4pm - 9pm in the village hall

Sat 24 Jun 10am - 5pm in village hall.