



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 13 April 2017
at 7.45 pm in the Charles Watts Room of the Village Hall.

Cllrs Present: Cllr Roger Underwood (RU), Vice-Chair Cllr Susie Forrest (SF) Cllr Christine Tebbot (CT)
Cllr Tim Forrest (TF) Cllr Neil Denyer (ND) Cllr Daniel Hall (DH)
Cllr Simon Manuel (SM).
In attendance: Sue Frossard CiLCA MILCM (Clerk) - Cllr Simon Inchbald (WBC) Public: 3

1.00 APOLOGIES FOR ABSENCE.

Apologies were received from Cllrs Richard Hogsflesh (RH) and Anthony Johnson (AJ) 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.

Cllr Neil Denyer declared a pecuniary interest in Item 8.03.

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

PROPOSED (CT): To approve the minutes of the Parish Council Meeting held on 09 March 2017 as a true record of decisions taken and the Chairman signed the minutes, subject to the following change:

SECONDED (DH): RESOLVED (UNANIMOUS).

3.01 REVIEW OF ACTIONS FROM THE ABOVE MEETING MINUTES.

There were no outstanding actions from the March meeting.

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.

WA/2017/0277 and WA/2017/0278 Lythe Hill Hotel, Petworth Road, Haslemere.

The Council considered this application in its 8 Phases and commented/recommended as follows:

Phase 1 - Revised Accommodation and New Terracing. No objection. This Council asks that the right of access, via footpath 508, to High Barn Farm be recognised and be made available at all times during the development for cars, estate management and large equine feed delivery vehicles.

Phase 2 - New Wedding and Conference Building. No objection.

Phase 3 - Erection of 22 Eco-pods. Strongly object. It is the view of this Council that the need for 22 eco-pods has not been justified. From the NT hillside above these pods and the movements of occupants and servicing personnel will be extremely visible. Additionally, there is no mention of disposal of waste from these units, bearing in mind that the property is not connected to the mains sewerage. In a heavily wooded area this Council echoes the Arborist's concern that tree roots would be damaged during excavation for laying the necessary pipework.

Phase 4 - Wedding Marquee (temporary use). No objection. Council would like it stressed that the marquee is only permitted temporarily and must be removed on completion of the works to build the new wedding/conference building.

Phase 5 - Classic Car Garage. No objection. However, Council would like to make the points that:

- (a) there is a precedent in this parish for classic car garages to be turned into habitable accommodation and so conditions should be placed on any granting of this application to prevent this.
- (b) this phase of the development does represent the construction of a new building within the AONB.

Phase 6 - Extension to Existing Gym and Spa Building. No objection.

Phase 7 - New Accommodation and Restaurant. Strongly Object. The whole of the back view and some of the side view of this Grade II * Listed building would be completely lost. This phase represents a disproportionately large development footprint compared to the size of the original listed building. *[NPPF 132 - Substantial harm to, or loss of, designated heritage assets of the highest significance notably scheduled monuments, protected wreck sites, battlefields and Grade I and Grade II* listed buildings should be wholly exceptional.]*

This Council supports the view of Historic England in their assessment of the historic importance of this building, its setting and the importance of preserving it. Whilst there may be a business case for this scale of expansion (although not demonstrated in the application) the alternative suggestions made by Historic England are supported by this Council; in essence, if the hotel needs to be extended then there are other, more sympathetic, ways of achieving this which fully support the preservation of the original Grade II * Listed house and make a lesser impact on the AONB, the Green Belt the SDNP and the NT land.

Phase 8 - Erection of a Building to Provide Staff Accommodation. Strongly Object. Given the size of the proposed development and the number of additional rooms that will be available and the fact that the owner has also purchased the neighbouring Lythe Hill Farm, this Council feels these could provide additional accommodation without the need to build a new house in the AONB.

WA/2017/0491 25 Ash Combe. No objection.

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 March 2017 were NOTED.

5.00 NEIGHBOURHOOD PLAN.

There were no updates on items not elsewhere on the agenda.

5.01 NEIGHBOURHOOD PLAN - CALL FOR SITES ASSESSMENT CRITERIA.

CT reported that 119 business survey questionnaires had been sent out. DH is holding meetings with the Leisure and Recreation Group and there will be a Steering Group meeting on 18 April.

ND declared a pecuniary interest in this item and left the meeting.

A draft site selection criteria template had been produced by the consultants, Nexus, and the Steering Group had agreed that this should be modified to provide for a greater differentiation between sites at a detailed level. It was AGREED that the three top level assessment metrics each be further split into four sub-divisions (so allowing for marking across 1-12). In addition it was AGREED that the subjects being marked should be weighted according to importance to this parish. It was AGREED that 'View' be included as one of the subjects to be considered (in relation to the landscape).

ND returned to the meeting.

5.02 NEIGHBOURHOOD PLAN - HIGHWAYS, TRAFFIC AND RELATED MATTERS SURVEY.

TF reported that the Surrey Highways are not inclined to implement average speed cameras. They prefer to use other traffic calming solutions that are less costly and require no ongoing Police or Council resources for enforcement and administration of fines and prosecutions.

PROPOSED (TF): To appoint traffic consultants, Alan Baxter Ltd, to review the parish and to suggest credible and implementable solutions to many of the traffic issues that were raised by residents at the consultation.

SECONDED (RU). RESOLVED (UNANIMOUS).

6.00 POLICING IN THE PARISH.

SF reported that the website (In The Know) is now picking up crimes and publishing them quicker than they were. There was some crime in the parish last month, at least six break-ins and a number of outbuilding (garden shed) crimes. There does not seem to be much community support and the advice is to use the 101 number (999 for an emergency).

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.

7.01.02 Broadband Group (BBG) - TF. Nothing to report.

7.01.03 Emergency Plan Group (EPG) - RU. Work is being done to update the Emergency Plan

7.01.05 Road and Traffic Group (RTG) - TF. Nothing further to report (see above, Item 5.02).

7.01.06 Village Maintenance Group (VMG) - CT. Nothing to report.

7.01.07 Recreation Ground Maintenance Group (RGMG) - RH. Nothing to report.

8.00 CORRESPONDENCE AND BUSINESS.

It was NOTED that two responses have been received from Elizabeth Sims and Gayle Wootton (Waverley Planning) in response to a letter from this Councils asking questions in relation to Neighbourhood Planning sites, housing and settlement boundaries. The questions were not answered in full; further, more detailed information is still outstanding.

8.01 CAB - REQUEST TO DISPLAY THEIR LOGO ON OUR LETTERHEAD/EMAILS.

A request had been received from Citizens' Advice Bureau to display a small advertising logo on all parish correspondence. This was discussed and it was AGREED that, due to the very limited amount of correspondence that goes to individuals who might need the service. It might be better to be placed in the Parish Magazine and on the parish notice boards.

8.02 LITTER PICKING IN THE PARISH.

Following the litter blitz and given the amount of litter collected, SM proposed that the Council consider employing someone on a part-time basis to keep the village tidy all year. A number of options were discussed and it was decided that a more detailed report should be brought to the next meeting.

ACTION: SM to research employing a part-time litter-picker or contracting someone through Veolia to carry out this task and to report back to the May Parish Council meeting.

ND left the meeting room.

8.03 PITCH MAINTENANCE REQUEST

Chiddingfold Football Club had requested additional funding for repairs to the pitch side lines and halfway lines, from damage caused by use of the recreation ground by children from St Mary's School.

Council AGREED unanimously that additional funding to that already paid or budgeted for pitch maintenance will not be provided.

ND was called to return to the meeting.

9.00 LATE ITEMS.

CT commented on recent correspondence between this Council, Hambledon Council and Burgate Farm, as a direct response had been received from Peter Knight providing details of lorry movements and preferred routes.

ACTION: The Clerk was asked to write again to Peter Knight of Burgate Farm to ask why large lorries to and from his farm take a route through Chiddingfold rather than the shorter, more direct route through Hambledon.

10.00 FINANCE AND COMPLIANCE GROUP (FCG)

There were no updates.

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 the revised budget totals (see Item 10.05 below).

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 Clerk read out the Order to Pay form which listed payments to ratify, current payments, receipts.

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 CELLNET MAST LEASE

Following the publication for two consecutive weeks of a Statutory Public Notice of Disposal of Land through a short-term Lease, it is propose that the Council approve signing of said Lease, subject to planning permission.

PROPOSED (TF): To resolve that the Lease be signed and Contracts Exchanged. Terms of the Lease are as previously approved and subject to planning permission being obtained.

SECONDED (RU). RESOLVED (UNANIMOUS).

10.04 PARISH RISK ASSESSMENT

The Council received a risk assessment report from RH and RU following a parish walkabout on 17 March 2017. (Note that a financial report, which is part of the annual risk assessment, was received from the Internal Auditor in March 2017).

Two points were noted. Firstly the circular bench around the tree in Coxcombe needs to be repaired/replaced. The Clerk reported that this work is already in hand (organized by the WI who originally commissioned the installation). Secondly, the report noted that the electric wiring and switchgear in the pavilion should be checked (by the Leaseholders) every two years and, ideally, any electrical equipment should be PAT-Tested. It was NOTED that the latter item is not the responsibility of the Parish Council.

PROPOSED (RU): that the Risk Assessment for 2016-2017 be approved.

SECONDED (TF). RESOLVED (UNANIMOUS).

10.05 2017-2018 BUDGET REVIEW AND RESERVE MOVEMENTS.

A year-end review of budgeted versus actual income and expenditure had shown that a few virements were required in order to increase or re-allocate medium- and long-term ear-marked reserves:

To increase reserves:	Pitch maintenance	£2,000
	Tree and hedge maintenance	£3,000
	PWLB	£5,000
To move monies:	From Northbridge paving to NP	£408
	From recreation dev. to NP	£25,000
	From playground equip. to PWLB	£5,000

PROPOSED (TF): that the reserve increases and virements listed above be approved.

SECONDED (RU). RESOLVED (UNANIMOUS).

10.06 CHIDDINGFOLD GOOD NEIGHBOURS - REQUEST FOR A DONATION.

Chiddingfold Good Neighbours had submitted a request for a grant for the production of the publication 'Know Your Village'. The Council NOTED that, for the first time since inception, the full cost of publishing this booklet had been met from the sale of advertising space to a local Estate Agent.

PROPOSED (TF): that a Parish Council grant to fund production of this booklet be refused.

SECONDED (RU). RESOLVED (UNANIMOUS).

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

Chiddingfold Parish Council Annual Council Meeting, Thursday 11 May 2017 in the CWR of the Village Hall commencing 19:45.

FUTURE DATES TO NOTE:

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.