



# Chiddingfold Parish Council

The Banking House  
The Green  
Chiddingfold  
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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 08 June 2017  
at 7.45 pm in the Charles Watts Room of the Village Hall.

Cllrs Present:	Cllr Richard Hogsflesh (RH), Chairman	Cllr Susie Forrest (SF)	Cllr Christine Tebbot
(CT)	Cllr Roger Underwood (RU), Vice-Chair	Cllr Neil Denyer (ND)	Cllr Daniel Hall (DH)
	Cllr Tim Forrest (TF)	Cllr Simon Manuel (SM)	
In attendance:	Sue Frossard CiLCA MILCM (Clerk)	Public: 0	

### 1.00 APOLOGIES FOR ABSENCE.

Apologies were received from Cllr 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 4.00 - WA/2017/0857.

### 3.00 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 11 MAY 2017.

PROPOSED (DH): To approve the minutes of the Parish Council Meeting held on 11 May 2017 as a true record of decisions taken and the Chairman signed the minutes, subject to the following change:

SECONDED (SF): RESOLVED (UNANIMOUS).

### 3.01 REVIEW OF ACTIONS FROM THE ABOVE MEETING MINUTES.

It was NOTED that the Clerk has yet to obtain quotes for tree works around the parish.

### 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.

#### Cllr Neil Denyer left the meeting.

WA/2017/0857 - Working Men's Club, Woodside Road, Chiddingfold.

Application under Section 106 of the Town and Country Planning Act to modify the legal agreement relating to WA/2010/1252 to remove Schedule 9 of that agreement requiring the provision of an ex-servicemen's club.

Recommendation: To strongly object.

#### Cllr Neil Denyer returned to the meeting.

WA/2017/0864 - The Farm Studio, Fisher Lane Farm, Fisher Lane, Chiddingfold.

Formation of new access and driveway.

Recommendation: 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 25 May 2017 were NOTED.

#### 5.00 POLICING IN THE PARISH.

SF advised the meeting that there was nothing of note to report, but that she hoped some of the new volunteer Police would be able to attend the Chiddingfold fête, based at the Good Neighbours' stand.

#### 6.00 NEIGHBOURHOOD PLAN.

CT reported that the story boards are now being put together. There is a meeting with the consultants, Nexus, on the 19 June, to finalise the content of the boards. CT also reported that there is a meeting on Friday, 09 June, with Gayle Wootton of WBC (this Council's NP mentor) to receive an update on housing numbers. It was AGREED that DH will provide wine for the consultation and sandwiches for the organizers (numbers on each day to be confirmed). An event plan and rota is still needed, to be circulated to all councillors.

#### 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. Nothing to report.

7.01.03 Emergency Plan Group (EPG) - RU. Nothing to report.

7.01.04 Road and Traffic Group (RTG) - TF. TF asked Council to AGREE that Isobel, the traffic consultant can attend the NP consultation for the afternoon of Friday. This was AGREED by 7 votes to 6 and 1 abstention, to be ratified at the July meeting.

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

7.01.06 Recreation Ground Maintenance Group (RGMG) - RH. DH reported that more and better communication is required with the Football Club as regards their use of the Coxcombe Lane recreation ground, their plans for pitch repairs and use by other organizations. DH is working with the Football Club to achieve this.

**ACTION:** DH to continue working with the recreation ground users to improve communication and co-operation.

#### 8.00 CORRESPONDENCE AND BUSINESS.

There was none.

#### 8.01 PARISH COUNCIL TELEPHONE.

A briefing from the Clerk on the cost of renting a landline from BT was noted. The recommendation was to give up this line, as Broadband is supplied by The Banking House as part of the shared outgoings, and to take out a contract on a mobile phone. The figures were reviewed by the Council and this was AGREED unanimously.

**ACTION:** The Clerk to cancel the BT landline, purchase a mobile phone and take out a mobile contract.

#### 9.00 LATE ITEMS.

There were no late items.

#### 10.00 FINANCE AND COMPLIANCE GROUP (FCG)

**ACTION:** The Clerk was asked to provide a breakdown of costs from the Neighbourhood Planning consultants, Nexus.

#### 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 2017-2018 budget and found to be in line with the budget totals (see Item 10.05 below).

PROPOSED (TF): To approve the financial statement of accounts against budget for the year to 31 Mar 2018.

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 2017-2018 budget.

SECONDED (RU). RESOLVED (UNANIMOUS).

#### 10.03 ANNUAL INTERNAL AUDIT.

Council RECEIVED and NOTED the Annual Internal Audit Report incorporated in the 2016-2017 accounts.

10.04 ANNUAL GOVERNANCE STATEMENT.

The statement was read by the Chairman.

PROPOSED (RH): To receive and accept the Annual Governance Statement.

SECONDED (RU): RESOLVED (UNANIMOUS).

10.05 UNAUDITED ACCOUNTS FOR 2017-2018.

Council was asked to approve the unaudited accounts for the year 2016-2017.

PROPOSED (TF): To receive and accept the Annual Governance Statement.

SECONDED (RH): RESOLVED (UNANIMOUS).

10.06 DUNSFOLD PARK DECISION ON FINANCIAL SUPPORT.

At the May Parish Council meeting it was agreed that further information on the feasibility of winning a case against development of Dunsfold Park would be made available to Council. Following this, Council would take a decision at this meeting whether to make a financial contribution to the costs of the case and how much.

It was AGREED that the Council should meet with the lawyer to ascertain the reasons for his positive view of the case and it was further AGREED that, following that meeting, Council will decide whether to continue financial support for the case and, if so, how much that should be.

10.07 AUTHORITY TO CLOSE A BANK ACCOUNT.

The 'Clerks' Gratuity Fund' bank account has remained open but unused and with a zero balance for a number of years. With the introduction of compulsory pension schemes, gratuity funds are no longer lawful. This account should now be closed.

It was AGREED that the Clerk should close the account.

**ACTION:** The Clerk is to contact the bank with authority to close the 'Clerks' Gratuity Fund' bank account.

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 13 July 2017 in the CWR of the Village Hall commencing 19:45.