



Chiddingfold Parish Council

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

Minutes of the Parish Council meeting held on Thursday 08 February 2018
at 7.45 pm in the Charles Watts Room of the Village Hall.

Cllrs Present: Cllr Richard Hogsflesh (RH) Chairman Cllr Roger Underwood (RU) Vice-Chair Cllr Tim Forrest (TF)
Cllr Christine Tebbot (CT) Cllr Anthony Johnson (AJ)

In attendance: Sue Frossard CiLCA PSLCC (Clerk) Public: 2

1.00 APOLOGIES FOR ABSENCE.

Apologies had been received from Cllrs Susie Forrest, Daniel Hall and Neil Denyer. These 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 Declaration of Interest.

3.00 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 11 JANUARY 2018.

The minutes of the January meeting were approved and signed by the meeting chairman:

PROPOSED: CCT. SECONDED: TF

RESOLVED: Unanimous.

3.01 REVIEW OF ACTIONS FROM PREVIOUS MEETINGS.

The following actions were reviewed, where not otherwise itemized in the minutes (outstanding in blue text):

OCT ACTION: RU to request information from SCC on their policies of enforcement for maintenance of PRWs. Outstanding.

OCT ACTION: RH to draft a response to the WBC Future of Grounds Maintenance consultation (deadline 27 Oct 2017). Not actioned and deadline past.

DEC ACTION: DH to report back to the January meeting on his meetings to discuss development of the recreation grounds. Outstanding.

DEC ACTION: CT to draft a response to the Witley Forest Consultation for approval at the January Parish Council meeting. A number of points were clarified with Council at the January meeting and CT had now responded online to the Witley Forest Consultation. Actioned.

JAN ACTION: Clerk was asked to arrange a meeting with Witley and Elstead to discuss common issues with the Neighbourhood Plan. Actioned.

JAN ACTION: Clerk to write to SCC to the effect that this council supports the Surrey Waste Local Plan, and to include any individual comments from Councillors. Actioned (no additional comments received).

JAN ACTION: DH, CT and TF to meet to discuss the implications of this on the parish and to write a suitable response to WBC. Outstanding.

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.

The Planning Committee Chairman reminded councillors of the definitions of 'material considerations' and 'non-material considerations', as advised by Waverley Planning at the Planning Forum meeting attended on 05 February 2018. The Planning Committee was also advised that all plans would soon be in electronic format only.

WA/2018/0043 16 Feb 2018	Alterations to roof to form habitable accommodation including installation of 3 dormer windows and enlargement of existing dormer.	Saxon Stables, West End Lane.	<p>Recommendation: Object - unanimous.</p> <p>Comments: Overdevelopment in the AONB/GB; does not enhance the rural setting; drawing perspective is misleading; first-floor extension and loft conversion; disproportionate bulk and scale in relation to existing, extended dwelling; within vista of a listed building; plans and D&A Statement differ; increased light pollution in a dark sky area; and will require amendment to comply with Building Regulations (sill and ceiling heights).</p>
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The Planning Authority's decisions on recent applications are reported on the Waverley Planning portal - <http://waverweb.waverley.gov.uk/live/wbc/pwl.nsf/webdisplaypubliclist?openform>.

4.01 MINUTES OF THE PLANNING COMMITTEE MEETINGS.

The minutes of the Planning Committee meeting held on 25 January 2018 were noted. Council was advised that the next Planning Committee meeting will be on the 22 February 2018.

5.00 POLICING IN THE PARISH.

Nothing was reported this month. Councillors are updated with 'In The Know' and 'Neighbourhood/Country/Farm Watch' items as they are received.

6.00 NEIGHBOURHOOD PLAN (NP).

CT reported that she had been to the meeting with Elstead and Witley and, although individual site issues are not the same, they do have the same issues of principle as Chiddingfold in that Waverley are rejecting sites thought to be highly suitable by the community, because they are not commensurate with the Green Belt Review by AMEC in 2014. Waverley are not compromising, whereas parishes have all compromised in terms of taking additional housing numbers. The conclusion was that, as a council, we should not put our signature to other parish's issues but maintaining contact would be mutually beneficial. Elstead wanted to write to the Inspector describing Waverley's intransigence. CT had indicated at that meeting that Chiddingfold would not want to sign such a letter (the individual issues with sites are different), but confirmed that Chiddingfold will not necessarily bow to Waverley's demands with regard to the three sites that Waverley do not want Chiddingfold to include. CT had contacted Robert Deanwood, the main contributor to the AMEC 2014 report, specifically to ask if they had carried out field work which included looking at the three sites, favoured by residents and within this village curtilage but rejected by Waverley. CT reported that Robert confirmed that not only had they not done so but that consultants at AMEC had had 'a dilemma' in regard to Chiddingfold as they had felt that far more time was needed to assess the landscaping, because of its special nature. However, he confirmed that they had been commissioned by Waverley to do a strategic level report and so that is what they delivered. CT reported that when she questioned him about the specific sites now at issue with Waverley, he knew immediately which sites these were and he confirmed that they had not done any field work, the report they were commissioned to produce was strategic, concentrating on spacial issues like landscape, views. They did not visit any sites without public access and so sites, such as those currently at issue, were not considered at all. Robert said that they could come back and do a further review if that would be helpful.

The Chiddingfold NP Steering Group (NPSG) will arrange a further meeting with Gayle Wootton to discuss issues with Waverley setting immovable boundaries and refusing to compromise prior to, and despite, that the Local Plan Part 2 is supposed to adjust GB and Settlement boundaries to accommodate NPs. CT suggested that, if the meeting does not achieve any compromise on Waverley's part, then the matter will be brought back to Council to write formally to the Head of Council and Head of Department on this matter of principle. CT reported that the Green Belt Review, due to go to Executive in February but does not appear on the February or March agendas and so, would seem, to have been shelved for the present.

TF reported that, at the Planning Meeting he had attended at Waverley Graham Parrott, the most senior Planning person there, had confirmed that the Green Belt Review and moving of boundaries will be done before Part 2 and before towns and parishes submit their sites. (This despite their own policy in Local Plan Part 1, which states clearly this is not the case). Graham thought the issues of site and boundaries had been settled, so TF suggested that this parish needs to state its objection to this order of process much more strongly.

7.00 WORKING AND ADVISORY GROUPS.

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

20:26 PUBLIC QUESTIONS.

There were no questions. Residents advised that they were present to hear the decision on Saxon Stables and commented that the Parish Council's decision had been clear.

20:31 PUBLIC QUESTIONS ENDED.

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 reported on a complaint received about the damage done to local roads and verges as a result of large lorries transporting timber from the Botany Bay Forestry Commission land. The land is owned by the Forestry Commission, it is not public land and they have responded reasonably to the complaints. However, the verges of public roads have been broken down and these are the responsibility of Surrey Highways, who reserved a 1m margin along all roads through or bordering registered Common Land. Surrey Highways claim it is not their responsibility. The Clerk queried the exact nature of the complaint in terms of mess and disruption or actual damage. TF confirmed that it is damage to the verges because these huge lorries are forcing other traffic to drive on the verges to avoid them, they are too large for the size of the road, but are only the maximum size allowed, no larger. TF said there does not seem to be any evidence of any contravention of regulation, so difficult to get Surrey Highways to act.

7.01.05 Village Maintenance Group (VMG) - CT.

TF asked the Clerk to arrange for the pond clearance contractor to provide manpower to clear the debris... councillors are not always available or capable of this heavy work.

ACTION: Clerk to arrange for additional manpower for the pond clearance next October.

7.01.06 Recreation Ground Maintenance Group (RGMG) - DH.

DH had reported in December that he had a meeting scheduled with two companies to discuss feasibility studies for developing the parish recreation grounds. It had been AGREED that quotations should be sought for feasibility studies on Combe Common and Coxcombe Lane combined and then, separately, another study for all three grounds, ie. to include Petworth Road.

ACTION: DH to report back at the March meeting on his discussions for development of the recreation grounds.

8.00 CONSULTATIONS.

8.01 PSPO PRE-CONSULTATION PAPERS ON DOG FOULING AND DOG CONTROL IN WAVERLEY.

The proposed Order seeks to set regulations and restrictions on dog fouling in Waverley public areas. The Council AGREED to support the proposed Order, but queried the proposed enforcement, which appears not to be covered in any detail apart from specifying who can be a Dog Control Officer.

8.02 NALC'S LOCAL COUNCILLOR CENSUS SURVEY ON THE DIVERSITY COMMISSION.

This was NOTED. Individual Councillors to respond.

9.00 CORRESPONDENCE AND GENERAL BUSINESS

09.01 LETTER OF THANKS FROM CITIZENS' ADVICE WAVERLEY.

A letter of thanks had been received from CAW for the Parish Council's donation in respect of a number of residents using their services.

10.00 LATE ITEMS.

10.01 NOTICE OF A DIVERSION ORDER FOR PUBLIC RIGHT OF WAY (FP219)

The Clerk reported that today the council had been served a Notice of Permanent Diversion of a Public Right of Way (Pickhurst Road). The map showing the change was passed around and Council NOTED the diversion. This is minimal, consolidating what already happens here. It moves the footpath approximately 2m and shortens the length from 102m to 95m. Council had no objection to this change.

10.02 SOCIETY OF LOCAL COUNCIL CLERKS

Congratulations were extended to the Clerk, who has recently been made a Principle of the Society of Local Council Clerks.

10.03 USE OF S.106 MONIES FOR CCTV AT COMBE COMMON

The Clerk reported that she has spoken to Sarah Wells, Planning Services, Waverley to request the available funding to install CCTV at Combe Common. The funds have to be spent to alleviate issues caused by the connected development; and Waverley think this might be a qualifying purpose. They will confer and come back to the Clerk when they have a decision.

11.00 FINANCE AND COMPLIANCE GROUP (FCG)

11.01 FINANCIAL STATEMENT OF ACCOUNTS.

TF reported that expenditure and income is in line with budget at this point and invited Council to approve the Balance Sheet, Income and Expenditure and Ear-marked Reserves to 31 January 2018.

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

SECONDED (RH). RESOLVED (UNANIMOUS).

11.02 RECEIPTS AND PAYMENTS.

The Chairman read out the proposed income and expenditure for January from the Order to Pay form.

PROPOSED (TF): To approve payments as detailed on the Order to Pay for and to ratify the payments necessarily made since the last council meeting and made in accordance with the 2017-2018 budget.

SECONDED (RH). RESOLVED (UNANIMOUS).

11.03 QUOTATION TO REPLACE BOLLARDS IN HIGH STREET GREEN.

The Clerk had obtained quotations for the installation of six bollards but CT raised the issue of the quantity and precise siting. She will arrange a site visit with the contractor to discuss this. The quotation (assuming pro-rata re the quantity) was approved.

ACTION: CT to review with the contractor the number of bollards required at HSG and exactly where they should be sited. Outstanding.

11.04 QUOTATION TO SMOOTH THE FOOTWAY IN FRONT OF THE COXCOMBE LANE PAVILION.

The Clerk had obtained a quote to replace a panel of concrete outside of the pavilion in Coxcombe Lane. One resident had reported that they had tripped on the join between the two panels. Cllr Simon Manuel will look at this area and report to the Council as to the risk versus the cost (>£700) and whether there might be an alternative, less costly solution to mitigate any hazard.

ACTION: SM to visit the site and assess the problem and recommend solutions.

11.05 DONATION REQUEST AND INDEMNITY FORM FOR SILENT SOLDIER.

The purchase of two 'Silent Soldiers' for the 2018 Remembrance Day had already been approved. However the British Legion are now requiring a signed indemnity from the Council for all Public Liability before they will release these cardboard soldiers. The indemnity was approved by the Council and the Clerk was asked to ensure that the donation request form is altered to obtain two and not one as stated.

ACTION: The Clerk to sign the Indemnity and to request two cardboard soldiers.

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

Chiddingfold Parish Council Meeting, 19:45 on Thursday 08 March 2018 in the CWR of the Village Hall.