



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 March 2018
at 7.45 pm in the Charles Watts Room of the Village Hall.

Cllrs Present: Cllr Richard Hogsflesh (RH) Chairman Cllr Tim Forrest (TF) Cllr Daniel Hall (DH)
Cllr Roger Underwood (RU) Vice-Chair Cllr Simon Manuel (SM) Cllr Susie Forrest (SF)
Cllr Anthony Johnson (AJ) Cllr Christine Tebbot (CT) Cllr Neil Denyer (ND)

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

1.00 APOLOGIES FOR ABSENCE.

None received.

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 08 FEBRUARY 2018.

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

PROPOSED: TF. SECONDED: SF

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.

DEC ACTION: DH to report back to the February meeting on his meetings to discuss development of the recreation grounds. DH had met with 2 companies neither of which suited the Council's requirement. Smaller, more local companies to be approached. Ongoing.

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.

FEB ACTION: Clerk to arrange for additional manpower for the pond clearance in October. Ian Baldwin + 2 has been agreed. Actioned.

FEB ACTION: CT to review with the contractor the number of bollards required at HSG and where they should go. A meeting has been arranged for 10am on Monday 13 March. Ongoing.

FEB ACTION: SM to visit the Coxcombe Lane pavilion, assess the crack in the path outside and recommend solutions. Actioned (and the crack has since been filled).

FEB ACTION: The Clerk to sign the Indemnity and Order for two (not one) cardboard soldiers. Actioned.

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/2017/0277/78 16 Mar 2018	Amendments to the original Application (not sent to this Council, but chased on 28 Feb. Details to be sent to CPC asap and response deadline extended to 16 Mar 2018).	Lythe Hill Hotel, Petworth Road.	Object. Unanimous. Clerk to prepare draft comments and recommendation to WBC as discussed.
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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 08 February 2018 were noted. Council was advised that the next Planning Committee meeting will be on the 22 March 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 SM is writing draft design codes for housing and development. One code to set the principles and then a framework for each site, including the access roads.

TF reported that there had been a meeting to decide the final sites to be put forward to Waverley. A key issue had been making a decision on the approach to selecting sites to meet the target, ensuring that the NP is 95% compliant with the Inspector and Waverley. Provided those sites selected (by the community) outside Waverley's drawn boundaries are backed by sound reasons they can go forward. In total, including those already built and those committed by Waverley, a total of 140 new properties could be accommodated on a variety of sites at a (low) density matching that already enjoyed in the parish. There is a further NP meeting at the end of the month to pull all this together and prepare the final selection for submission to Waverley.

CT expressed concern that she had not been able to attend that meeting and would like further discussion on the sites to be put forward. CT further reported that there are between 30 and 40 empty houses in the parish and WBC, whilst they are taking action to claim the council tax due, are not taking action to bring these back into private stock. It was agreed that a letter should go to WBC, CT will draft this, together with a proposal to send this to WBC, for the April meeting.

ACTION: CT to draft a letter to WBC asking them to advise on the action they are taking to bring unoccupied houses back into private stock.

CT advised the meeting that the definition of 'ancient woodland' is based on its having existed since 1600.

7.00 WORKING AND ADVISORY GROUPS.

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

20:28 PUBLIC QUESTIONS.

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

20:30 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. Recent bad weather conditions had resulted in discussions on how to improve the current Plan, which is now being updated.

7.01.04 Road and Traffic Group (RTG) - TF. Nothing to report.

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

7.01.06 Recreation Ground Maintenance Group (RGMG) - DH. Nothing to report.

8.00 CONSULTATIONS.

8.01 SCC REVIEW OF LOCAL/JOINT COMMITTEES.

The Leader of Surrey County Council (SCC), David Hodge recently announced his wish to shape the council's services around places and communities. To support this he has established a member group to review local/joint committees to understand the good practice that is taking place across the county, to see how SCC can enhance this for the benefit of local residents, and understand how residents would like to engage with the county council. It was agreed that, as they are the only two councillors to have been involved on those committees, CT and TF will submit a response from this Council. (Deadline 19 March 2018).

ACTION: CT and TF to prepare and submit a single response on the review of local and joint committees.

9.00 CORRESPONDENCE AND GENERAL BUSINESS

09.01 ROAD SIGNS TO THE VILLAGE SHOPS.

An email had been received from the proprietor of a local shop requesting road signs pointing to the shops. It was agreed that a central information board containing a map showing all parish shops, doctors, vets, village hall, etc., would be more appropriate than additional signage on the main road in the form of a finger post. The Clerk was asked to cost this.

ACTION: Clerk to price the installation of an information board with a map containing details and location of all local shops and services.

10.00 LATE ITEMS.

There were no late items.

11.00 FINANCE AND COMPLIANCE GROUP (FCG)

11.01 FINANCIAL STATEMENT OF ACCOUNTS.

TF reported that expenditure and income is in line with budget as the end of the year approaches. Council was invited to approve the Balance Sheet, Income and Expenditure and Earmarked Reserves to 28 February 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).

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 12 April 2018 in the CWR of the Village Hall.