



Chiddingfold Parish Council

The Banking House
The Green
Chiddingfold
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Chairman: Councillor Daniel Hall
Parish Clerk: Lauren Blatherwick
Deputy Clerk / RFO: Sue Frossard CiLCA PSLCC
clerk@chiddingfold-pc.gov.uk

MINUTES

Minutes of the Parish Council Meeting held on Thursday 14 February 2019
at 7.45 pm in the Charles Watts Room of the Village Hall.

Cllrs Present: Cllr Tim Forrest (TF)
Cllr Richard Hogsflesh (RH)
Cllr Neil Denyer (ND)

Cllr Susie Forrest (SF)
Cllr Anthony Johnson (AJ)

In attendance: Lauren Blatherwick (Clerk)

Public: 4 (inc WBC Cllrs Inchbald and Gray)

0.00 APPOINTMENT OF CHAIRMAN

In the absence of the Chairman of the council a Chairman was appointed for the meeting.
PROPOSED (TF) SECONDED (SF): RH to chair the meeting. RESOLVED: (unanimous)

1.00 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Cllr Daniel Hall (DH) Chairman, Roger Underwood (RU) and Christine Tebbot (CT).

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 (declarations were later made in relation to Item 6.03 by AJ and ND).

3.00 MINUTES OF THE MEETINGS OF THE PARISH COUNCIL HELD ON 10 JANUARY 2019

PROPOSED (TF) SECONDED (ND): To approve the January minutes. RESOLVED: (unanimous)

The minutes of the Meeting held on 10 January 2019 were approved and thereafter signed by the Chairman.

3.01 REVIEW OF ACTIONS FROM PREVIOUS MEETINGS

DEC ACTION: Clerk to raise expediting repair to damaged bollard on the crossing in front of the Church with SCC. Further response from SCC awaited. ONGOING

DEC ACTION/JAN ACTION: Clerk to write to Post Office seeking written feedback regarding the Forrest Stores application and asking PO attend PCM and present their plans for a service in Chiddingfold. ACTIONED / ONGOING

JAN ACTION: Clerk and CT to progress maintenance work on path at the east side of The Green. ONGOING

JAN ACTION: Relocation of bin at the East end of The Green. ACTIONED - likely to be cost prohibitive.

JAN ACTION: TF and Clerk to follow up with SCC the condition of road surface at Beech Close / Ashcombe following works by Thames Water. Clerk to feedback to resident who raised concerns. ACTIONED

JAN ACTION: Clerk to send letter of thanks be sent to Crew 4 (HMS Chiddingfold). ACTIONED

JAN ACTION: DH to send letter Chiddingfold Surgery in respect of the fire. NO UPDATE RECEIVED.

4.00 PLANNING

Recommendations on planning applications are 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.

4.01 PLANNING APPLICATIONS

WA/2018/2234 <i>15-Feb-19</i>	Erection of single storey link extension between dwelling house and ancillary building	Prestwick Cottage, Prestwick Lane	Recommendation: Strongly Object with comments
WA/2018/2238 <i>15-Feb-19</i>	Erection of a single storey extension and porch together with alterations including construction of a dormer window following demolition of existing extension.	Fromes Cottage, Pickhurst Road	Recommendation: No Objection
WA/2018/2239 <i>15-Feb-19</i>	Listed building consent for above WA/2018/2238		Recommendation: No Objection
WA/2018/2049 <i>15-Feb-19</i>	Erection of extension and alterations	Chestnuts, Woodside Road	Recommendation: No Objection
WA/2018/2226 <i>15-Feb-19</i>	Erection of extensions and alterations together with extended dropped kerb (revision of WA/2018/1641)	5, Harts Grove, Chiddingfold	Recommendation: No Objection
WA/2019/0070 <i>22-Feb-19</i>	Erection of a dwelling with associated access and parking	2, Turners Mead, Chiddingfold	Recommendation: Object – with comments

The italicized dates in the first column are the response deadline dates given to this Council.

Part-way through WA/2018/2234 a MOP addressed the council outside of Public Questions in relation to the application and identified themselves as the applicant. The rules of public questions were stated, but the Chair permitted the MOP to speak to make points in support of the application before resuming council consideration.

5.00 POLICING IN THE PARISH

Councillors are updated with 'In The Know' and 'Neighbourhood/Country/Farm Watch' items as they are received - no local items in the last update.

PUBLIC QUESTIONS

RESOLVED (unanimous): To bring forward public questions by 5 minutes in order not to interrupt the next agenda item.

20:25 *The chair invited questions from the public, there were no questions. PUBLIC QUESTIONS ENDED 20:25*

6.00 NEIGHBOURHOOD PLAN

The Chair thanked the NPSG for the work that had been undertaken in progressing the NP to this point.

6.01 CNPSG TERMS OF REFERENCE

RESOLVED (unanimous): To approve the amended Terms of Reference for the CNPSG as drafted.

6.02 NP PUBLIC PREVIEW EVENT

RESOLVED (unanimous): To approve the NPSG drafted content for the public information event on 22-24 February 2019 (summary boards and questionnaire).

6.03 SETTLEMENT BOUNDARY

The CPC proposals are a reduction from those originally proposed by WBC. Minimal changes are proposed in relation to both the settlement boundary and greenbelt. Cllrs AJ and ND made declarations of interest in relation to one site and did not participate of vote in the matter. RESOLVED (unanimous): To approve the proposed changes to the settlement boundary with corresponding changes to the greenbelt for the Northern settlement (none to the Greenbelt boundary to the Southern settlement).

- 7.00 WORKING AND ADVISORY GROUPS
No new Working or Advisory Groups were proposed.
- 7.01 UPDATES FROM WORKING GROUPS
- 7.01.01 Environment and Amenities Group (EAG) - RU. RU not present / no report
 - 7.01.02 Broadband Group (BBG) - TF. An organisation involved with provision of fibre networks has made contact and discussions are exploring what might be possible.
 - 7.01.03 Emergency Plan Group (EPG) – RU. RU not present, no to report
 - 7.01.04 Road and Traffic Group (RTG) – TF. High Street Green improvements have completed by SCC and work to repair the bridge at White Beech is underway.
 - 7.01.05 Village Maintenance Group (VMG) – CT. CT not present / no report
 - 7.01.06 Recreation Ground Maintenance Group (RGMG) – DH. DH not present / no report.
- 8.00 CORRESPONDENCE AND GENERAL BUSINESS
- 8.01 CHIDDFEST 2019
- 8.01.01 RESOLVED (unanimous): to permit use of the Coxcombe Road Recreation Ground by Chiddfest on 17-19 May 2019 (event taking place on 18 May) (usual use requirements apply).
 - 8.01.02 RESOLVED (unanimous): To approve the grant application from Chiddfest for funding of £165 for rubbish collection after the event.
- 8.02 CONSULTATIONS / REVIEWS
- 8.02.01 SCC DRAFT SURREY WASTE LOCAL PLAN (SWLP) - Representations
RESOLVED (unanimous): Not to respond to this consultation. Cllrs may provide their own individual responses.
 - 8.02.02 WSCC - SOFT SAND REVIEW (Regulation 18 consultation)
RESOLVED (unanimous): Not to comment on this consultation. Cllrs may provide their own individual responses.
- 8.03 PAVILION UPDATE
- 8.03.01 COMPLAINTS / CONDITION
Council NOTED information received from the Football club dated 14 February 2019 including that quotes are being obtained for the replacement of the Fire Door, the glass washer will be relocated 'very shortly' and the fire blanket installed by 17 February 2019. ACTION: The licencees be written to indicate this council notes that arrangements are said to be in hand in relation to the glass washer and fire blanket, is not requiring the replacement of the bar door at this time and awaits an update on the replacement of the fire exit door once quotes are received. The council's previous resolution that the fire extinguishers should not be blocked at any time be restated given this has not been adhered to. ACTION: Clerk.
- 8.03.02 STRUCTURAL MOVEMENT UPDATE
It was NOTED that an 8 week monitoring period, arranged by the insurers, commenced 22/1/19.
- 8.04 LITTER BLITZ
Dates of 9 or 16 March suggested. RESOLVED (unanimous): To delegate the arrangements to CT. ACTION: CT.
- 8.05 SURREY PLAYING FIELDS AFFILIATION
RESOLVED (unanimous): To affiliate to SPF for the year 2018/19 at a cost of £10.
- 8.06 CORRESPONDENCE - *To note and decide any action.*
- 8.06.01 Phone call – Condition of White Beech Lane (highway) – TF and Clerk reported on to SCC, fed back to resident, also Item 7.01.04.
 - 8.06.02 Phone call – Gritting of High Street Green – clerk checked the status of the road and fed back to resident
 - 8.06.03 Email - Water Leak on Coxcombe Lane – Item 3.01
 - 8.06.04 Email – Condition of Ashcombe and Beech Lane (highway) – enquiries made and fed back to resident.
 - 8.06.05 Email – Response: Tree near Coxcombe Recreation Ground – NOTED, tree will continue to be reviewed within the council's tree reports as overhangs the recreation ground.
 - 8.06.06 Email – Objection to Planning App **WA/2019/0070** – considered within item 4.01
 - 8.06.07 Email / Messenger – Possible redevelopment by WBC at Queens Mead and Hartsgrove – Letter of response sent.

- 8.07 SECURE DATA STORAGE
NOTED: secure data storage devices for use by all councillors have been purchased and configured at a total cost of £722.34, considerably under budget.
- 9.00 LATE ITEMS.
For information and discussion only. (Lawful decisions can only be made on items specified on the agenda where sufficient information has been provided for councillors to make an informed decision).
- 9.01 TREES AT THE BOUNDARY AT COXCOMBE RECREATION GROUND
A resident has raised concerns about trees on the boundary on Coxcombe Recreation Ground. It was noted that no work was recommended in the draft December tree inspection report. The clerk has asked WBC to clarify if these are boundary trees or trees fully on the recreation ground and the tree inspector will revisit them before finalising his report. **ACTION:** Clerk to update at the next meeting, unless urgent action required in the meantime.
- 10.00 FINANCE AND COMPLIANCE GROUP (FCG).
10.01 FINANCIAL STATEMENT OF ACCOUNTS.
TF– The NP reserve has now been used, but budgeted funds are available going forwards. Income is ahead of budget, assisted by the receipt of £1,500 for filming on The Green last year and rental income in respect of the mast at Comb Common. Salaries are over-budget, but this arises from the NP administration moving in-house and coming under payroll, rather than NP expenditure. Finances are broadly on budget for this stage of the financial year. **PROPOSED (TF):** to approve the financial statement of accounts against the 2018/19 budget for the year to date.
RESOLVED: (unanimous).
- 10.02 RECEIPTS AND PAYMENTS.
The Clerk presented the Order to Pay form as prepared by the RFO.
PROPOSED (TF): To approve the payments on the Order to Pay and to ratify the payment necessarily made since the last council meeting and made in accordance with the 2018-2019 budget. **RESOLVED:** (unanimous).
- 11.00 DATE OF THE NEXT PARISH COUNCIL MEETING. [For information. Dates are set at the Annual Council Meeting.]
The next Parish Council Meeting will be Thursday 14 March 2019 in the CWR of the Village Hall commencing 19:45.