



# Chiddingfold Parish Council

The Banking House  
The Green  
Chiddingfold  
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GU8 4TU

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Chairman: Councillor Daniel Hall  
Parish Clerk: Lauren Blatherwick  
Deputy Clerk / RFO: Sue Frossard CiLCA PSLCC  
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## MINUTES [DRAFT]

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

CLRs Present: Cllr Dan Hall (DH) Chariman  
Cllr Roger Underwood (RU)  
Cllr Neil Denyer (ND)  
Cllr Tim Forrest (TF)

Cllr Susie Forrest (SF)  
Cllr Anthony Johnson (AJ)  
Cllr Christine Tebbot (CT)

In attendance: Lauren Blatherwick (Clerk)

Public: 5 (inc WBC Cllr)

### 1.00 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Richard Hogsflesh (RH).

### 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.

TF and SF declared non-registrable interests in planning matters WA/2019/0294/95 and WA/2019/0223.

**SPEAKER:** Steve Wheatley, Regional Conservation Manager, South East England – Butterfly Conservation  
*Saving the Wood White Butterfly*

Information on a pending 3 year project to provide a 3 km strip of habitat to support and encourage the very rare Wood White Butterfly, which is only found in a few places in England, one being a triangle between Chiddingfold, Dunsfold and Plaistow (this is the only place in the whole of SE England that the butterfly is found). The population has been diminishing since the 70's. If Heritage Lottery funding is granted the project will start soon and locations and volunteers will be needed for planting of Wood White friendly plant species: vetches and trefoils; and a number of public engagement and education events will be held. Sightings of the Wood White (and other butterflies) can be recorded by the public on the iRecord Butterflies free App.

### 3.00 MINUTES OF THE MEETINGS OF THE PARISH COUNCIL HELD ON 14 FEBRUARY 2019

**RESOLVED:** To approve the February minutes.

The draft minutes of the Meeting held on 14 February 2019 were approved and thereafter signed by the Chairman.

#### 3.01 REVIEW OF ACTIONS FROM PREVIOUS MEETINGS

**DEC/JAN/FEB ACTION:** Awaiting response from Post Office re. plans for continuation of service. PO have confirmed the continuation of the current service while future options are explored. 2 applications have been received and are being assessed. **ACTIONED**

**JAN ACTION:** Clerk awaiting a quote for maintenance work on path at the east side of The Green. **ONGOING**

**JAN ACTION:** DH to send letter Chiddingfold Surgery in respect of the fire. **ONGOING**

FEB ACTION: Clerk to write to Pavilion licencees in respect of matters raised at Feb PCM. ACTIONED

FEB ACTION: CT to set date and make arrangements for Annual Litter Pick. ACTIONED

#### 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

<b>WA/2019/0218</b> 19-Mar-19	Erection of extensions and alterations.	17, Turners Mead
<b>Recommendation:</b>	<b>No Objection</b>	
<b>WA/2019/0223</b> 19-Mar-19	Erection of extensions and alterations.	Combe Hayes, Ballsdown
<b>Recommendation:</b>	<b>No Objection</b>	
<b>WA/2019/0202</b> 19-Mar-19	CoL s.192 for the erection of extensions to existing industrial units	Fisher Lane Factory Units 2B And 2C, Fisher Lane
<b>Recommendation:</b>	<b>Support – development is in line with the business policy in the emerging Neighbourhood Plan.</b>	
<b>WA/2019/0279</b> 26-Mar-19	Certificate of lawfulness under section 192 for the erection of an extension to unit 1.	Fisher Lane Factory Unit 1, Fisher Lane
<b>Recommendation:</b>	<b>Support – development is in line with the business policy in the emerging Neighbourhood Plan.</b>	
<b>WA/2019/0277</b> 26-Mar-19	Certificate of lawfulness under section 192 for erection of an outbuilding.	25, Turners Mead
<b>Recommendation:</b>	<b>Support – development is in line with the emerging Neighbourhood Plan which supports creation of ancillary spaces for workrooms / studies.</b>	
<b>WA/2019/0295</b> 29/03/19	Listed building consent for internal and external alterations and insertion of a mezzanine floor.	
<b>WA/2019/0294</b> 29/03/20	Alterations to existing barn and use as ancillary accommodation to provide an annexe.	Dyers House, Pickhurst Road
<b>Recommendation:</b>	<b>Support – development is in line with the emerging Neighbourhood Plan policy supporting creating new accommodation within existing non-residential buildings.</b>	

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

#### 4.02 MINUTES OF THE FEBRUARY 2019 PLANNING COMMITTEE MEETING

NOTED: The minutes of the Planning Committee meeting held on 28 February 2019.

#### 4.03 WBC INFRASTRUCTURE DELIVERY PLAN (IDP)

An update on WBCs CIL proposals was received. WBC are inviting submissions for the IDP (the PC responded in December), consideration was given to any further projects.

#### 20:32 PUBLIC QUESTIONS

Cllr Gray (WBC) spoke briefly confirming the intentions for CIL funding and highlighting possible cross border infrastructure / highways projects in the light of the planned development at Dunsfold.

#### 20:34 Public questions closed.

The likely additional HGV traffic arising from development at Dunsfold was acknowledged.

PROPOSED: CT / RESOLVED: To propose highways improvements on roads expected to be adversely impacted by development at Dunsfold as a further item for the IDP. ACTION: CT and TF to draft and provide to Clerk.

- 5.00 POLICING IN THE PARISH  
*Councillors are updated with 'In The Know' and 'Neighbourhood/Country/Farm Watch' items as they are received.*  
 Council was informed of a recent theft from a vehicle in Petworth Road. Advice remains not to leave items in vehicles. SF is attending the Waverley Policing Your Community event on 21 March 2019.
- 6.00 NEIGHBOURHOOD PLAN  
 UPDATE: The NPSG continue to meet regularly and are working to bringing the draft plan forward for submission for Regulation 14 consultation in April 2019, including chasing the Strategic and Environmental Assessment scoping report, which is now due back. There is to be a change of personnel in the Nexus Planning consulting team, following departures from Nexus. There had been considerable interest in the NP community preview event and the feedback questionnaires are being processed.
- 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. N/A  
7.01.02 Broadband Group (BBG) - TF. An organisation involved with provision of fibre networks has made contact and had been asked to provide further information. TF is looking into the experiences of residents at Fisher Lane with high speed broadband from BT.  
7.01.03 Emergency Plan Group (EPG) – RU. N/A  
7.01.04 Road and Traffic Group (RTG) – TF. N/A  
7.01.05 Village Maintenance Group (VMG) – CT. Quote is awaited for the path at the East of The Green.  
7.01.06 Recreation Ground Maintenance Group (RGMG) – DH. N/A
- 8.00 CORRESPONDENCE AND GENERAL BUSINESS
- 8.01 CHIDDINGFOLD FETE 2019
- 8.01.01 RESOLVED: to permit use of The Green for Chiddingfold Fete on 8 June 2019 (usual use requirements apply).
- 8.01.02 RESOLVED: The council to arrange and fund provision of bins and their collection for the Chiddingfold Fete, in place of approving grant funding for the same. **ACTION:** Clerk.
- 8.02 WOOD WHITE BUTTERFLY  
 AGREED: To consider what support can be offered once Heritage Lottery funding for the project is confirmed.
- 8.03 CORRESPONDENCE - *To note and decide any action.*
- 8.03.01 Email – Hambledon PC re. arrangements for public waste bins – N/A
- 8.03.02 Website message – Milland PC re. Bonfire arrangements – N/A
- 8.03.03 Email – Cricket Club enquiring about grass cutting schedules – Actioned by Clerk
- 8.03.04 Email – Enquiry from Missing People, does the council wish to join the poster partner network - RESOLVED: To join the poster partner network for Missing People campaigns.
- 8.04 ALLOTMENTS
- 8.04.01 Update from Clerk – there are 7 on the current waiting list and 2 more expressions of interest. It is expected that 2 half and 2 full plots will soon be available and if those full plots are of a size be divided this will enable the list to be reduced considerably. Clerk is making arrangements to assist with rubbish removal.
- 8.04.02 NOTED: there is a revised allotment agreement for use from 1 April 2019.
- 8.05 TREES
- 8.05.01 TREE REPORT  
 NOTED the December 2018 tree report (version provided 6 March). Clerk confirmed that recommendations are to be dated from the date the report was provided and that this report was to be reissued to take account of corrections and agreed changes following a joint inspection by the Clerk and arboriculturist on 13 March, this report was therefore a draft report. Clerk has written to WBC regarding ownership of boundary trees at Pickhurst Road and Coxcombe Lane Recreation Ground. **ACTION:** Clerk to follow up quotes for work and establishing ownership of boundary trees.

8.05.02 TREES AT THE BOUNDARY AT COXCOMBE RECREATION GROUND

Resident had raised concerns. about trees on the boundary on Coxcombe Recreation Ground. No work was recommended in the draft December tree inspection report, this will be reviewed in the summer. WBC have been asked to clarify ownership of these boundary trees. **ACTION:** Clerk to update resident

9.00 BLANK ITEM – Number error

10.00 ANNUAL PARISH MEETING

10.01 NOTED: The Chairman has arranged for the Annual Parish Meeting to take place on 28 March 2019 at 7pm.

10.02 RESOLVED: Clerk should attend the Annual Parish Meeting to minute it and to administer the confirmation of voting rights of attendees.

11.00 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).*

11.01 Clerk raised that neighbour development at the top of Combe Common Recreation Ground is taking place and this has potentially impacted the boundary, in addition trees have been felled, including saplings on the recreation ground and timber has left on the recreation ground. AGREED: Clerk to write the landowner to establish their intentions at the site. **ACTION:** Clerk.

12.00 FINANCE AND COMPLIANCE GROUP (FCG).

12.01 FINANCIAL STATEMENT OF ACCOUNTS.

UPDATE - Income and expenditure accounts are broadly in line with the budget and as a whole there is a budgetary underspend at the moment, which will hopefully enable some funds to be put on reserve at year end. Salaries have been higher than budgets, primarily as a result of extra work required by the NP. PROPOSED (TF) / RESOLVED: to approve the financial statement of accounts against the 2018/19 budget for the year to date.

12.02 RECEIPTS AND PAYMENTS.

TF presented the Order to Pay form as prepared by the RFO.

PROPOSED (TF) / RESOLVED: 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.

13.00 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 11 April 2019 in the CWR of the Village Hall commencing 19:45.