



Chiddingfold Parish Council

The Banking House
The Green
Chiddingfold
Surrey
GU8 4TU

Chairman: Councillor Daniel Hall
Clerk: Lauren Blatherwick CiLCA PSLCC
RFO: Sue Frossard CiLCA PSLCC
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PARISH COUNCIL MINUTES – 11 JUNE 2020

Minutes of the Parish Council Meeting held on Thursday 11 June 2020 at 18:00 remotely, as permitted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Cllrs Present: Daniel Hall (Chairman)
Roger Underwood (RU)
Ian McKie (IM) – late
Anthony Johnson (AJ) – late

Tony Wiener (TW)
Peter Little (PL)
Susie Forrest (SF) – late

In attendance: Lauren Blatherwick (Clerk)

Members of the Public: 0
Also Present: Sue Frossard (RFO)

1.00 APOLOGIES FOR ABSENCE

None received.

2.00 DECLARATIONS OF INTEREST

None.

3.00 PREVIOUS MINUTES

Cllrs SF and IM arrived 18.02 and 18.03

3.01 MINUTES OF THE LAST MEETING

PL proposed amendment to item 9.01 to show the decision would progress as a delegated decision.

RESOLVED (unanimous): To approve the minutes of the Council Meeting of 23 April 2020 with the proposed amendment.

The Chairman to sign the minutes at the next 'in-person' meeting of the Council.

3.02 ACTIONS FROM PREVIOUS MEETINGS (where not a separate agenda item)

None.

4.00 DELEGATED DECISION MAKING

The record of decisions made under delegated powers since the last meeting of the Parish Council was received and Noted.

- Re-opening of recreation facilities
- Notice to Quit – allotment 10B
- Repair to gate – Coxcombe Road Recreation Ground

5.00 PLANNING

5.01 MINUTES OF THE MARCH PLANNING COMMITTEE MEETING

The Minutes of the meeting of the Planning Committee on 28 May 2020 were Noted. RU commented that the application to designate a public right of way (footpath) from Woodside Road was considered by the Waverley Local Committee in March and had been

approved, but advertising the intended map modification order had been delayed by Covid-19.

5.02 DELEGATED PLANNING RESPONSES

None.

5.03 PLANNING APPLICATIONS FOR CONSIDERATION

RESOLVED: To respond to the below applications as follows:

WA/2020/0765 - Bushmans, Petworth Road

Certificate of lawfulness under section 192 for erection of two outbuildings.

WBC Officer to decide.

WA/2020/0486 - Oakdene, Ridgley Road

Part retention/part erection of extensions and retention of a detached garage (as amended by email and plans received 06/05/2020 and 28/05/2020).

No Objection (unanimous).

WA/2020/0611 - Langhurst House, Pook Hill

Erection of extension and alterations to elevations (as amended by plan received 02/06/2020 - added north elevation).

No Objection. The Council appreciates the particular factors of this location and is keen to stress that this should not signify any more general relaxation of planning policy regarding infill development and development in general outside of the defined settlement are within the Greenbelt, AONB and AGLV (unanimous).

WA/2020/0586 - Combe Lane Farm, Combe Lane

Erection of extension to dwelling and alterations to outbuilding to provide ancillary accommodation. 03/06/2020 (amended application to remove alterations to barn from the proposal)

No Objection (unanimous).

ACTION: Clerk

6.00 CLERK'S REPORT

The Clerk's report to the June meeting was Noted.

7.00 AUDIT

Changes in legislation in response to the Covid-19 virus permit remote meetings. However, there are no changes in the requirement for 'wet' signatures on the Annual Governance and Accountability Return (AGAR). The AGAR pages will be passed between the Chairman of this meeting and relevant Officers for signature in the correct order.

7.01 ANNUAL GOVERNANCE STATEMENT

The Chairman read out each assertion on the Annual Governance Statement for confirmation.

RESOLVED (unanimous): to agree the assertions on the Annual Governance Statement.

ACTION: RFO / Chairman / Clerk

7.02 ACCOUNTING STATEMENTS 2019-2020

RESOLVED (unanimous): to approve the unaudited accounting statements for the year to 31 March 2020 as proposed by the RFO. ACTION: RFO / Chairman

8.00 NEW BANK ACCOUNT

Cllr AJ arrived 18.34

RESOLVED (unanimous): To authorise the RFO to open a further Parish Council bank account (independent of Lloyds or Nationwide) for the purpose of ensuring that the public funds held can be split between bank accounts, to keep within the FSCS protection limit.

ACTION: RFO

9.00 COMMUNITY INFRASTRUCTURE LEVY (CIL)

RESOLVED (unanimous): to approve the draft CIL Policy.

10.00 PERFORMANCE APPRAISAL AND MANAGEMENT POLICY

The Clerk proposed an amendment to para 3.1 changing the last word from Chairman to Council which was carried and the amended version voted upon.

10.00.1RESOLVED (unanimous): To adopt the Performance Appraisal and Management Policy, version 1.0 dated 4th June 2020 as amended and to modify Standing Order 21(c) accordingly.

10.00.2RESOLVED (unanimous): In accordance with the adopted Performance Appraisal and Management Policy, The Chairman (DH) and Vice Chairman (CT) are nominated to conduct a performance appraisal for each of the Clerk and Deputy Clerk /RFO **ACTION:** DH / CT

11.00 GRASS CUTTING

11.01 THE POND

RESOLVED (unanimous): To adjust the grass-cutting contract to move to an annual cut and collect for the daffodil area around the pond. **ACTION:** Clerk

11.02 PETWORTH ROAD RECREATION GROUND – TOPPING

RESOLVED (unanimous): To approve unbudgeted expenditure of £300 for 2 top cuts. **ACTION:** Clerk

12.00 MEMORIAL BENCH REQUEST

A request having been received from the Bonfire Association.

RESOLVED (unanimous): to permit the Bonfire Committee to place and maintain a memorial bench on The Green as a memorial to Harold Mullard (subject to the consent of Waverley Borough Council). **ACTION:** Clerk

13.00 PUBLIC RECREATION AREAS

Having considered the latest Government covid-19 guidance and its impact on Coxcombe Lane and Combe Common Recreation Grounds, it is

13.00.1RESOLVED: to extend use in line with the current government maximum number of users

13.00.2RESOLVED: to agree unbudgeted expenditure of up to £30 for updated signs **ACTION:** Clerk

14.00 LATE ITEMS [For information and discussion only - lawful decisions can only be made on items specified on the agenda]

- 14.01 *Letter of thanks from Waverley CAB for the council's grant funding.*
- 14.02 *Potential to nominate local volunteer groups for a letter from the Lord Lieutenant's or High Sherriff's office in recognition for their work (suitable groups were discussed). ACTION: Clerk*
- 14.03 *TW raised that public waste bins have been overflowing and the Clerk offered to check the collection schedule with WBC. ACTION: Clerk*
- 14.04 *Covid-19 social distance signage for public spaces were discussed, but were not seen as necessary at this time.*
- 14.05 *PL stated that the Golf Club are still interested in a lease / purchase of Petworth Road Recreation Ground. The Clerk was asked to look in outline at the steps for disposal. ACTION: Clerk*

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

The date of the next Parish Council Meeting was confirmed as 09 July 2020 at 6.30pm (expected to be a remote meeting).