

**Nutfield Parish Council**  
**Minutes of the Parish Meeting**  
**Wednesday 4<sup>th</sup> April 2012 at 7:30pm**  
**The Village Hall, Mid Street, South Nutfield**

**Present:** Councillors: Mrs S Renaut (Chairman)  
Mr D Chapman, Mr D Cullen, Mr D Dowden, Mr P Forbes, Mr A Rees, Mr I Reeve,  
Mr K Sandiford,  
County Councillor: Mr A Elias  
Clerk: Mr R Brown  
3 Residents present

**Action By**

**51/12 Apologies for Absence.**

Apologies received – Mrs F Byrne, Mrs E Hames  
Chairman welcomed Ian Reeve as our new Councillor and hoped he would enjoy working on Council

**52/12 Declarations of Interest.**

None

**53/12 Public Forum – Residents requests.**

A resident asked how the new National Planning Policy proposals would affect the Village, and was informed that Piers Mason, Head of Planning at TDC had attended the Conservation AGM to explain what he had briefly understood from the documents and that his team were busy studying all the proposals. He will issue an appraisal on it shortly.

C.Cllr. Elias said we were lucky that TDC had a Core Plan Strategy, many Councils do not have this. Resident has a Brown Field site and asked what under the new rules could he do with this. Clerk advised him to contact TDC direct

No other requests to Council

**54/12 Report from County & District Council – For information.**

C. Cllr Elias confirmed he had been contacted by the Clerk re grant funding from the SCC Local Committee, as per Bletchingley and Godstone's previous grants donated. He has passed on the new Local Committee form to be completed asap by Clerk and returned to him for submission to the June Committee meeting.

Regarding speed issues, there is funding for this at SCC and he confirmed that the Bletchingley to Nutfield stretch of the A25 is not on the current list for speed reduction. He said the large VAS signs are too expensive. Cllr Forbes said Council wanted a 30MPH flashing sign @ £1750. Follow up **RB**  
He had advised David Curl at SCC re. the increase of lorries using the lay-by at the Cemetery. A width restriction could be installed. He suggested Council write formally to SCC requesting a width restriction at both entrances, for permission to place large boulders or logs along the inner edge of the verge and to adopt the lay-by from SCC to NPC control.

Agreed to take this proposal to Combined Committee with a draft proposal and full specification of works requested, for this to be agreed and then sent to David Curl, SCC Highways

**55/12 Police report & issues – Attached**

Clerk read Police Report, sent by email from PCSO Wells, to the Public and Council.

One question arose – why had the latest train incident not been listed in the police report? Clerk to contact PCSO to ask for an answer. It was thought to be a Transport Police issue but still should have been reported. **RB**

Clerk showed details of a new security device, to be taken to Combined Committee for consideration

**END OF PUBLIC FORUM**

C. Cllr Elias, and 3 residents left the meeting.

**56/12 Approval of the Minutes of the Parish Council Meeting held on 7<sup>th</sup> March 2012 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41)**

The Minutes were **AGREED** and signed by the Chairman as a true record.

**57/12 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda**

None

**58/12 COMBINED COMMITTEE**

**59/12 PLANNING & DEVELOPMENT**

Please note these are draft minutes until approved and signed at the next meeting

**59/1/12 Planning Decisions** by Tandridge District Council since last Combined Committee Meeting  
**TA/2011/900 1 Nutfield Service Station, 2 High Street..** Change of use to provide car wash facilities (Part retrospective)

Dated 15/07/11 - 21 days - NPC comment by 5/08/11

**NPC Decision – No Objection – Neighbours.** After full deliberation, it was agreed by majority vote that the proposed development could reduce current peak time road side parking. One councillor objected on environmental issues.

**TDC Decision: REFUSED**

**TA/2011/1486 Priory Farm, Sandy Lane, South Nutfield...** Conversion of building for use as a bakery

Dated 25/11/11 – 21 days – NPC comment by 16/12/11

**NPC Decision - No Objection - Neighbours.**

**TDC Decision: Approved**

**TA/2011/1622 Ryecroft, 2 Kings Mead, South Nutfield...** Conversion of existing garage into habitable accommodation and erection of attached garage

Dated 20/01/12 – 21 days – NPC comment by 10/02/12

**NPC Comment: No Objection – Neighbours**

**TDC Decision: Approved**

**TA/2012/293 The Nest, Bletchingley Road, Nutfield...** Erection of part single, part two storey extension to side and rear elevations, 2 x dormer windows to side roof elevation, 2 x dormer windows to side elevation and conversion of garage to habitable accommodation

Dated 29/02/12 – 21 days – NPC comment by 21/03/12

**NPC Decision – No Objection- Neighbours**

**TDC Decision: Approved**

**TA/2009/1533- Land North East of Pendell Farm, Pendell Road, Bletchingley**

**Extraction of sand from an area of some 20 hectares known as Pendell as a western extension to North Park Quarry involving the loading and transfer of sand via conveyor to and the stockpiling of sand at North Park Quarry and associated works including a conveyor bridge and access/maintenance track over Whitehill Lane, and the re-phasing of the western extent of North Park Quarry to enable the transfer of sand from the quarry extension with associated landscaping until 31 December 2020 with restoration to agriculture and nature conservation by 31 December 2022. Diversion of public footpaths 160, 161, 162, and 163 (parts) and the continued temporary diversion of public bridleway 148 (parts). County Determination.**

**SCC Decision - GRANT**

**59/2/12 Current Planning Applications** – the following applications to be considered and comments agreed for submission to Tandridge District Council:

**TA/2012/402 Land at Patterson Court Landfill, Cormongers Lane, Redhill...** Construction, installation and operation of an extension to a soil recycling facility for the processing and recycling of contaminated soils through bio-remediation to be used on site for the purposes of daily landfill covering material and for the supply of restoration soils; ancillary equipment; and associated works all on some 1.28ha for a temporary period until the ceasing of landfill operations at the site with restoration to agriculture (Surrey County Council Consultation).

Dated 07/03/12 – 28 days – NPC decision by 02/04/12

Council discussed this application at length, were not aware that treatment of contaminated soils was occurring on site and were concerned for future safety of the surrounding land and area.

Agreed that Cllr. Forbes liaise with Angela Balfour of Bletchingley PC take this forward to a decision.

**TA/2012/403 The Nest, Bletchingley Road, Nutfield...** Construction of vehicular access with driveway and turning access.

Dated 19/03/12 – 21 days – NPC comment by 09/04/12

**NPC Decision – No Objection- SCC Highways issue.**

**TA/2012/250 14 Holmesdale Park, Coopers Hill Road, Nutfield...** Enlargement of 2 windows to south elevation.

Dated 23/03/12 – 21 days – NPC comment by 13/04/12

**NPC Decision – No Objection- Neighbours**

**TA/2012/1627 Kingfisher House, Mid Street, South Nutfield...** Conversion of office building to 6 dwellings( 4x 2-bed, 1x 1-bed, 1x studio) with associated parking, cycle stores and bin area

Dated 27/03/12 – 21 days – NPC decision by 17/04/12

**NPC Decision – as far as the conversion to dwellings – No Comment**

**Council is strongly concerned over vehicular & pedestrian access onto Mid Street from the lane as well as into the property. No pavement for residents/pedestrians up or down Mid Street, entrances to the existing footpath are at either end of Mid Street hill. There is no safe access for young families and residents to South Nutfield village amenities or up to the A25 in the opposite direction. This is fast traffic route on the hill and the entrance is situated at a narrow section of the road, where it is difficult for 2 vehicles to pass safely, thereby leaving no room for pedestrians. SCC Highways issue.**

**Details of aerial map + footpath plan attached**

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**59/3/12 RACC –**

Nothing to report from previous NPC meeting

**59/4/12 Other Matters** for discussion

None.

**60/12 FINANCE & GENERAL PURPOSES**

**60/1/12 Finance**

Agree Payment of February Invoices received

**PAYMENTS FOR MARCH 2012**

Signed on 4<sup>th</sup> April 2012

Chq No.	£				
002467 TAG-25 Donation start up fund as agreed March Minutes	100.00 PAID				
002468 Alan Smith Geekenbrau Graphic Website design re-written cheque incorrect title (See February payments chq cancelled)	700.00 PAID				
002469 Perfect Pitch Marquees Ltd Jubilee Celebration Marquee Deposit fee as agreed at Jubilee Committee 29/03/12	1096.60 PAID				
002470 Elite Linen – Invoice 2873 Jubilee Marquee Tablecloth Linen Hire deposit as agreed at Jubilee Committee 29/03/12	25.00 PAID				
002471 Abacus Catering Hire Jubilee Catering Equipment Hire deposit as agreed at Jubilee Committee 29/03/12	250.00 PAID				
002472 Tandridge District Council Donation to Nutfield Playground Appeal from no.2 Community a/	10,000.00 PAID				
002473 Tandridge District Council Donation to Nutfield Playground Appeal from Nutfield Sports Assoc.	1,500.00 PAID				
002474 Clerks salary - as per contracted terms					
002475 Clerks expenses	67.10				
002476 H.M. Revenue & Customs - Income Tax + N.I. – as per contracted terms					
002477 Clerical Assistant Invoice – hours March	100.00				
D/D BT – Inv. Q019 WA Internet Services	102.56* PAID				
D/D BT – Inv. Q062 PY Telephone 01737 823191	104.88* PAID				
002478 Ken Hamilton – Invoice 329.42 Maintenance work Nutfield Cemetery 01/03/12 - 31/03/12	110.00				
Ken Hamilton – Invoice 329.43 Woodland Burial Area Maintenance work 01/01/12 – 31/03/12	<table border="0" style="margin-left: auto; margin-right: 0;"> <tr> <td style="text-align: right;"><u>95.00</u></td> <td></td> </tr> <tr> <td style="text-align: right;">205.00</td> <td style="text-align: right;">205.00</td> </tr> </table>	<u>95.00</u>		205.00	205.00
<u>95.00</u>					
205.00	205.00				
D/D Public Works Loan Board Loan no. 499350 Payment due 12/04/12	2,004.37* PAID				
002479 Sparos Accounting – Invoice 211752 2012/13 Payroll Licence Fee	144.00				
002480 Surrey County Association of Parish & Town Councils – Invoice 1448 SCAPTC Subscription 2012-13	<u>664.35</u>				
<b><u>Total Payments</u></b>	<b><u>£ 23,615.87</u></b>				

**RESOLVED: Proposed Councillor Cullen. Seconded Councillor Rees. AGREED**

Agree Current bank balances on all accounts -  
**01.03.12**

<b>Current Account</b>	<b>£ 200.00</b>
<b>Reserve Account</b>	<b>£126,404.65</b>
<b>Community Reserve</b>	<b><u>£ 12,080.85</u></b>
	<b>£138,685.50</b>

**Charles Maw Trust      £16,846.22**

**Notes: \* Direct Debit Payments**

**60.2.2 Clerk working hours and salary**

**Proposal from CC March meeting:** To increase the Parish Clerks basic monthly paid hours to 115 hours to cover the extra workload. **Proposed Cllr. Sandiford Seconded Cllr. Chapman. AGREED**

**60.3.3 Land off Mid Street, South Nutfield**

Finance Update - the money is in the NPC Reserve Account awaiting Contracts

**60.4.4 South Nutfield Recreation Ground – Proposed New Playground**

Finance update – following the previous proposal to transfer funds to TDC Amenities Dept. the Clerk had delivered this morning to Steve Hyder a cheque from Nutfield Parish Council for £10,000; a cheque from the Nutfield Sports Fund for £1500; and a cheque drawn for Nutfield Playground Friends account for £9,500 - totalling £21,000. Receipt of payment has been received and filed. Further grant applications to be made to Biffa and others on list  
Fund raising events held & planned – School Fete.

**60.5.5 Queens Diamond Jubilee**

Update on finance & equipment hire deposits made.

**Proposal from CC March meeting: to agree to underwrite equipment and set up costs with any grants, donations or financial offers to be paid back to Council.**  
**Proposed Cllr. Chapman Seconded Cllr. Cullen. Voted AGREED**

**60.6.6 Standing Orders**

Discuss any updates/revisions to be made

Clerk to prepare for Combined Committee and any amendments to be proposed at the Annual Meeting on 2<sup>nd</sup> May

**60.7.7 NPC Website – update**

Final check to be carried out. Excellent response to quality of site

**60.8.8 Other matters for discussion**

None

**61/12 ENVIRONMENT & AMENITY**

**61/1/12 Nutfield Playground Friends – Proposed New Playground**

Update on committee meeting held previous evening with Steve Hyder of TDC Amenities and the discussion and agreement on equipment choice. Steve to now request detailed plans and artwork for approval. He will also obtain a quotation on price for all work and equipment. Council thanked the Clerk and Cllr Dowden for their hard work in progressing to this stage of the project.

**61/2/12 Nutfield Marsh – update**

Awaiting HM Gov. valuation and next stage with Hedley's

**61/3/12 Allotments**

Grounds maintenance and water troughs

Clerk reported water turned on for new season, large increase on water rates previous year and the need to re-consider new self-feed troughs. RFS contacted to fill gaps in hedges

**61/4/12 Land off Mid Street, South Nutfield**

Legal update

Delays reported by Hedley's on access via Scout Lane and concerns of future access. Agreed to instruct Hedley's to proceed and take out Insurance cover for access

**Proposal to proceed with Insurance for access cover to a maximum premium of £300 Voted: AGREED**

Land maintenance

Field urgently needs ploughing and seeding, Cllr Cullen agreed to contact vendor to chase this work  
Broken shed still on field, Clerk chase RFS again to remove.

**61/5/12 Village Halls**

**South Nutfield Village Hall** – update to Chairman's letter & playgroup

Committee Meeting on 16<sup>th</sup> April, Cllr Forbes cannot attend

**PF**

**Memorial Hall** – update

Discussion took place on current situation, a Trustees meeting will be held on 5<sup>th</sup> April, Cllr Forbes to attend and report back to Council, draft letter after meeting if required

**PF**

**61/6/12 Traffic & Parking**

**TAG-25** – Report

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Cllr Forbes updated Council no further new since last meeting

**61/6/12 Contd..**

**SCC Highways - update** Speed restriction & highway maintenance

Cllr Cullen received request from Parishioner for the proposed parking area to be started as vehicles are parking on both sides of the road at the narrow point of Mid Street hill and it is dangerous. Clerk to request a revision to one quotation to reduce quoted cost by changing parking surface **RB**

Obtain a quotations for the dead trees along Mid Street hill banks to be removed. SCC Highways advised but no response to date **RB**

Contact SCC Highways on speed updates and highways maintenance **RB**

**61/7/12 Queen's Diamond Jubilee**

Beacon, Celebration and planning update

Following last committee meeting, Ticket prices agreed for Sunday tea party and now need printing ASAP. Chase artwork and agree at next committee meeting on 10<sup>th</sup> April. Bookings being made for Dance

**61/8/12 Surrey Hills ANOB Board - update**

Letter to be sent on behalf of Council by Mrs. Ramsey, Tree Wardens and also Conservation Socy

**61/9/12 Health & Safety Inspections: update**

Inspection to be carried out this month

**61/10/12 Other Matters for discussion**

None

**62/12 Correspondence** received – List for information only

Brochures received on Playground equipment.

**63/12 Clerks Report**

Holiday dates confirmed. Cllr Cullen kindly offered to take minutes at next committee meeting

**64/12 Matters for reporting or inclusion** on future agenda

None

**65/12 Other matters-** for information only

Chairman asked for any nominations for the position of Chairman for the next Council year.

**66/12 Dates of next meetings:**

**Combined Committee Meeting** - P&D, F&GP and E&A – 18<sup>th</sup> April 2012 – venue Dairy Cottage

**Council Annual Meeting** – 2<sup>nd</sup> May 2012 - Committee Room Village Hall - 7.30pm

**Section 2:** Any Tenders that need consideration or decision must be read in this section

**MEETING CLOSED 22.50pm**

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**Signed, Chairman, 2<sup>nd</sup> May 2012**

**Cc: County Councillor Elias  
District Councillor Black  
District Councillor Myland**