

**Nutfield Parish Council**  
**Minutes of the Parish Meeting**  
**Wednesday 5<sup>th</sup> September 2012 at 7:30pm**  
**The Village Hall, Mid Street, South Nutfield**

**Present:** Councillors: Mrs S Renaut (Chairman), Mr D Chapman, Mr D Dowden, Mr P Forbes, Mr I Reeve, Mr K Sandiford,  
District Councillor: None  
Clerk: Mr R Brown  
Police: PCSO L Wells  
6 Residents present

**Action By**

**111/12 Apologies for Absence.**

Apologies received Mr D Cullen-abroad, Mrs E Hames (Vice Chairman-resigned, Mr A Rees-work CC Mr A. Elias, DC's Mrs G Black & Mrs D Vickers all at TDC - Planning presentation by RAL

**112/12 Declarations of Interest.**

Council signed the book en bloc re planning app TA/2012/1049 - Members property

**113/12 Public Forum – Residents requests.**

Member of KRAG spoke on current work and research they are doing re RAL Hard Runway application. Outwood PC have now responded to the application to Refuse, having canvassed the parish. Cllr Forbes confirmed the Nutfield Petition has been completed & delivered to TDC Planning. Results were 2% of all households were in favour and 1073 signatures were against, with 43 removed as outside the Parish, majority all against development.

A Parishioner read a report re Village Hall's poor state of repair. Council advised it is NPC duty for Hall safety as Custodian Trustees. A list of faults was read, including the poor state of the roof, recently discovered when attempting to re-tile the roof; no lintels fitted above doors & windows in the rear extension; the frame of the Bar exit door was supporting the wall. The report also concerned the management of the Hall by the new directors. Requested that NPC carry out a full structural survey ASAP. Chairman advised her that as they are now a Limited Company they must bear some responsibility for the Hall condition and Council has limited powers as Custodian Trustees. Two other parishioners mentioned the same points and other matters concerning finance and management. It was proposed that a letter to the directors be drafted requesting a meeting ASAP and once agreed by Council, this to be sent immediately. It was also agreed that the Clerk and other two councillors go to Hedleys for legal advice on these matters and Councils legal rights.

Mrs Ramsey, Tree Wardens advised they were planting 4 trees in 4 locations, in commemoration of the Royal Jubilee. Would NPC contribute towards the cost of plaques? Various examples and prices were quoted.

**114/12 Report from County & District Council – For information.**

None

**115/12 Police report & issues –**

PCSO Lorraine Wells read the latest Crime Report. Concerns were expressed by Council of violent behaviour and damage being caused by one group, as many complaints from parishioners had been received. This was noted. Discussion on damage to the recently purchased fields and gate, and vehicles driving across the land. Councillor quoted Section 59 to be investigated. Contact BRI as land owners and George Tobbitt, tenant of the adjoining land

**END OF PUBLIC FORUM**

PCSO Wells & 6 residents left the meeting.

**116/12 Approval of the Minutes of the Parish Council Meeting held on 4<sup>th</sup> July 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.

**117/12 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda**

None

**118/12 COMBINED COMMITTEE**

**119/12 PLANNING & DEVELOPMENT**

**119/1/12 Planning Decisions** by Tandridge District Council since last Combined Committee Meeting

**TA/2012/657 Evelyngs, Church Hill, Nutfield..** Removal of condition 8 of permission TA/2011/76 dated 14<sup>th</sup> December 2011 to allow revised vehicular access arrangements comprising single access/exit point

Dated 21/05/12 - 21 days – NPC decision by 11/06/12

**NPC Comment – No Objection- Neighbours** **TDC decision - Approved**

**TA/2012/669 East Barn Ridge, Coopers Hill Road, South Nutfield...** Sub-division of dwelling to create 1 x 3 bed dwelling (Amended Description)

Dated 06/06/12 – 21 days – NPC decision by 27/06/12

**NPC Comment – No Objection- Neighbours** **TDC Comment – Approved**

**TA/2012/780 Granary Cottage, Kings Cross Lane, South Nutfield...** Replacement of two windows to first floor rear elevation. Conversion of two bedrooms to en-suite. (Listed Building Consent)

Dated 25<sup>th</sup> June – 28 days – NPC comment by 16/07/12

**NPC Comment – No Objection – Neighbours** **TDC Comment – LB Consent**

**TA/2012/867 71 Mid Street, South Nutfield...** Demolition of existing lean-to extension. Erection of single storey side extension

Dated 26<sup>th</sup> June – 21 days – NPC comment by 17/07/12

**NPC Comment – No Objection – Neighbours** **TDC Comment – Approved**

**TA/2012/872 Applegarth, The Avenue, South Nutfield...** Erection of single storey side extension

Dated 27<sup>th</sup> June – 21 days – NPC comment by 18/07/12

**NPC Comment – No Objection – Neighbours** **TDC Comment – Withdrawn substituted**

**TA/2012/6523 12 Braes Mead, South Nutfield..** Creation of a dropped kerb, hard standing and single gate for access to rear of bungalow from hard standing

Dated 03/07/12 - 21 days – NPC decision by 28/07/12

**NPC Comment – No Objection- Neighbours note blind corner** **TDC Comment – Approved**

**TA/2012/917 16 Morris Road, South Nutfield..** Erection of first floor extension to side elevation and floor light to side roof slope.

Dated: 09/07/12 – 21 days –

**NPC Decision – No Objection- Neighbours** **TDC Comment – Approved**

**TA/2012/971 6 Ridge Green Close, South Nutfield..** Demolition of existing conservatory. Erection of single storey side/rear extension and formation of pitched roof over existing snug and garage

Dated 19/07/12 – 21 days – NPC comment by 09/08/12

**NPC Decision – No Objection- Neighbours** **TDC Comment – Approved**

**119/2/12 Current Planning Applications** – the following applications to be considered and comments agreed for submission to Tandridge District Council:

**TA/2012/1049 Tanglewood, Coopers Hill Road, Nutfield..** Erection of storm roof canopy over existing front door

Dated 15/08/12 – 21 Days – NPC comment by 05/09/12

**NPC Comment – No Objection - Neighbours**

**TA/2012/632 19 High Street, Nutfield...** Variation of Condition 2 of TA/2010/1249 dated 8<sup>th</sup> December 2010 to allow use of ground floor for events between 10am & 7pm (maximum 12 events per year), use of studio for classes until 9pm on Mondays, Tuesdays and Thursdays, use of gallery lounge or café for discussion groups until 9pm and use of ground floor for functions on Fridays or Saturdays until 9pm once a month

Dated 23/08/12 – 28 days – NPC comment by 13/09/12

**NPC Comment – No Objection - Neighbours**

**TA/2012/783 5 Mid Street, South Nutfield..** Erection of workshop in rear garden (retrospective)

**NPC Comment – No Objection - Neighbours**

Dated 23/08/12 – 28 days – NPC comment by 13/09/12

**119/3/12 RACC**

Planning application in for hard runway and response to be sent to REFUSE

**119/4/12 Other Matters** for discussion

None

**120/12 FINANCE & GENERAL PURPOSES**

**120/1/12 Finance**

**PAYMENTS FOR August 2012**

Signed on 5<sup>th</sup> September 2012

**Chq No.**

**£**

002535	Fiona Byrne - Clerical Assistant Invoice – hours July		
	Re written cheque as chq 00002528 lost		45.00 PAID*
002536	Clerks salary - as per contracted terms		
002537	Clerks expenses		131.44
002538	H.M. Revenue & Customs - Income Tax + N.I. - as per contracted terms		
002539	Ken Hamilton – Invoice 356.82		
	Maintenance work Nutfield Cemetery 01/08/12 - 31/08/12	43.00	
	Ken Hamilton – Invoice 356.83		
	Woodland Burial Area		
	Maintenance work 01/07/12 – 31/08/12	<u>95.00</u>	138.00
002540	Nutfield Village Hall Management - Invoice		
	Hire of Hall	04/04/12 £15.00	
		02/05/12 £15.00	
		06/06/12 <u>£15.00</u>	45.00
002541	Sutton & East Surrey Water - Bill no. 39		
	Water services to Cemetery 01/04/12 - 30/09/12	13.58	
	Sutton & East Surrey Water - Bill no. 45		
	Water to Allotments 01/04/12 - 30/09/12	<u>114.89</u>	128.47
002542	Staples – Invoice XFK43000		
	10 reams A4 80g Copy Paper 351823		48.00
	<b>Total Payments</b>		<b>£ 2,002.72</b>

**RESOLVED: Proposed, Councillor Sandiford. Seconded, Councillor Dowden. AGREED**

Note\* Original cheque lost by Fiona Byrne and replacement issued, signed at Combined Committee and minuted to be ratified at September Parish meeting

**120/2/12 Agree Current bank balances on all accounts**

The latest copy of the Bank Recs was distributed by the Clerk - see attached

**120/3/12 Request Finance sub-committee consider budgets for year 2013/14**

Finance sub-committee members agreed as Chairman Sue Renaut, Cllrs Cullen & Sandiford + Clerk

**120/4/12 Insurance 2012-13**

Agreed Cllr Forbes + Clerk consider new cover requirements + check existing cover for year 2013/14

**120/5/12 New Councillor**

Resignation of Vice Chairman Emmy Hames sadly accepted & now seeking new Parish Councillor. Clerk to contact TDC Standards to advise of vacancy and request documents, plus notice in Link

**120/6/12 New Code of Conduct and Transition**

Latest details sent from TDC and circulated to Councillors, forms to be completed & forwarded on

**120/7/12 Land off Mid Street, South Nutfield**

Clerk to contact Hedleys re maintenance issue incl. urgent ploughing and breach of contract plus vendor to pay Council for work as quoted

**120/8/12 Allotments**

Some half plots to rent and clearance work being completed. Security and lighting along lane in process with resident and Clerk

**120/9.12 Other matters for discussion**

Cllr Sandiford requested permission to place an order for Woodland Burial Area signage, Gate sign, Entrance sign and A-boards for roadway. Prices agreed and Clerk to place order with supplier.

**121/12 ENVIRONMENT & AMENITY**

**121/1/12 Village Halls**

**South Nutfield Village Hall** – update

Legal issues

See Public Forum notes – Legal advice sought and Full Structural Survey required

**Memorial Hall** – update

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

Finance – Bank details and signatories  
Still awaiting mandate forms for all bank accounts  
Trust documents transfer  
With Charity Commission  
Land proposal from Cllr Dowden under consideration and Public meeting required

**121/2/12 Nutfield Playground Friends – Proposed New Playground**

Update - Nutfield Playground Friends  
All finance paid across to TDC and playground under construction  
Arrangement for official opening on 22 September, combined with School Fete all in hand

**121/3/12 Nutfield Marsh – update**

Clerk chased Hedleys and it is still with H.M.Gov.

**121/4/12 Tree Wardens Jubilee Trees**

Tree planting offer, options & plaques  
See Public Forum.

**Proposal: After discussion it was proposed to donate £240 to Tree Wardens towards whichever plaque style they choose**

**Proposed Cllr. Chapman & Seconded Cllr. Sandiford. AGREED**

**121/5/12 Traffic & Parking**

**TAG-A25** – Report  
Gas main damage again on A25.  
**SCC Highways** - update  
Speed restrictions & highway maintenance - No report received from Highways  
**Speedwatch** – Update  
None

**121/6/12 Nutfield Link**

Write to Link asking them to contact Hall Ltd Co to ask for alternative storage space which would free up the Parish Office. The current arrangement was never meant to be permanent.  
October Copy - New Councillor, bins on pavements, update on playground

**121/7/12 Parish Office**

New office equipment  
Storage of equipment in Parish Office  
See above. Once cleared this can be ordered

**121/8/12 Health & Safety Inspections: update**

Inspection due

**121/9/12 Other Matters for discussion**

Memorial Hall playground overgrown with weeds inside playground

**122/12 Correspondence received – List for information only**

**123/12 Clerks Report –**

Copy for Link article – as above  
HR in hand

**124/12 Matters for reporting or inclusion on future agenda**

Cllr Dowden's proposal for new Nutfield Gateway at Cemetery

**125/12 Other matters- for information only**

None

**126/12 Dates of next meetings:**

**Combined Committee Meeting** - P&D, F&GP and E&A – 19 September 2012

**Council Meeting** – Next meeting 03 October 2012 - Committee Room Village Hall - 7.30pm

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

**MEETING CLOSED 22.55pm**

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Signed, Chairman, 03 October 2012

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