

Nutfield Parish Council
Minutes of the Parish Meeting
Wednesday 9th January 2013 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 I Reeve, Mr K Sandiford,
District Councillors: Mr T Elias, Mrs G Black & Mrs D Vickers
Clerk: Mr R Brown
Police: PCSO Lorraine Wells
8 Residents present

Action By

01/13 Apologies for Absence.

None

02/13 Declarations of Interest.

None

03/13 Public Forum – Residents requests.

Resident reported that he had heard that R&BBC revised Core Strategy had been rejected once again.

Chris Williams was welcomed to the meeting as our new Parish Councillor.

Tim Bellars representing Nutfield Football Club welcomed. He apologised that Jeff Dungate could not attend. See below item 6/13

Two members of The Showtimers attended to request that Council allow access to the parish office for use as a children's changing room for their next production. The Chairman thanked them for their attendance and the matter would be considered by Council later in the meeting.

Mr Murray of KRAG had little to report on RAL Hard Runway application, especially as the Planning Officer Charlotte Hammerton had not send out copies of the revised document. D.Cllr. Black said she would ask Charlotte to make a copy and send to the Clerk, she also stated Charlotte had been working extremely hard on this application.

Cllr Chapman asked Mrs Black for details on the consultants being used jointly by TDC & R&BBC. D.Cllr. Black said they were instructed to report on the business aspect of the application.

04/13 Report from County & District Council – For information.

Mr Elias thanked Cllr Cullen for creating the latest road damage & repair list . He advised that best contacts are John Lawlor and Steve Cunnagh at SCC highways and to copy him in on any correspondence or work needed to be carried out. He also advised the Clerk and Council on the latest position at TDC regarding the new Localism Benefit scheme affecting Council Tax band D and parish precepts. He explained how the system could affect benefit claimants in TDC district and the local level of council tax benefits claimants received, as proposed by the Government. TDC do not have to adopt this, as there were 4 options, but need to adopt one fully. Decision imminent.

Mrs Black stated busy on Budgets at TDC.

Mrs Vickers read her report on local road repair updates and her contacts with SCC Highways. The Clay Lane flooding has been caused by a blocked culvert near Egg Arch. This and all other drains are scheduled to be cleared in February. The blocked gully in Church Hill had an H&S check and it is blocked with roots. Steve Cunnagh at SCC working on this. The Nutfield Gateway is being delayed by SCC various departments non communication since before Christmas, she is chasing John Lawlor and his team for an urgent reply

05/13 Police report & issues –

PCSO Wells read the latest Crime Report. She also discussed Nutfield Marsh issues and asked residents to report any incident that takes place there by dialling 101. She had received over 36 phone calls re. loose horses recently.

END OF PUBLIC FORUM

All residents left the meeting.

06/13 Agenda item 8.1.1 Village Halls - Memorial Hall Field brought forward on agenda

Football Club meeting with representatives – Changing Facilities

Council welcomed Tim Bellars of Nutfield Football Club to the meeting. Tim offered Jeff Dungate's apologies for absence. Tim said he had spoken to the Junior Section of the club and that they were happy to put funds towards a proposal to purchase changing rooms on the site. He mentioned the cost of adding junior pitches on the playing field, with extra drainage, and that had been agreed.

Clerk showed Tim a copy of a Sports Pavillion brochure he had found and he had contacted the company for an approximate price on a 2 changing room unit + refs facilities which was approx. £20,000. Tim thought this could be ideal and took away the details. Clerk to contact company once Tim advises of any additional requirement, and obtain an accurate quotation.

RB

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

07/13 Approval of the Minutes of the Parish Council Meeting held on 5th December 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.

08/13 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda

None

09/13 COMBINED COMMITTEE

10/13 ENVIRONMENT & AMENITY

10/1/13 Village Halls

Memorial Hall Field

Football Club meeting with representatives – Changing Facilities - **See above**

Memorial Hall

Committee, Public meeting and other items

Clerk reported he has received the bank trustee transfer forms back from Brian Lyus and Councillors can now sign these as new trustees.

Councillors agreed to be Trustees were Cllrs. Renaut, Chapman, Cullen, Forbes & Sandiford.

Circulate for signatures and personal details.

RB

The plans shown to Tim Bellars seems to be the best all round option, which is to have a Memorial Sports Pavilion on site which could be used by other groups when not in use by the Football Club.

South Nutfield Village Hall – update

Maintenance update – Structural Survey plus other works:

Parish Office key and re-instatement works to the Parish Office

Due to key copies possibly being made, it was agreed to change the lock on the office door to a Banham style lock which needs authorization from Council for further key copies to be made.

Clerk to obtain prices and cost of fitting.

RB

Discussion then took place on the request by The Showtimers to use the Parish Office for a child changing room during their next performance. It was agreed this would not be practical with the increased office furniture about to be installed, following redecoration and new carpet being laid. It was suggested that council offer them £150 towards the cost of a mobile changing unit

Proposal: Due to the impracticality of using the Parish Office as a child changing room, Council are happy to donate £150 towards the cost of a mobile changing unit to enable the Showtimers to overcome the immediate problem

Proposed Cllr Dowden, Seconded Cllr Sandiford, AGREED

Clerk to contact Mr. Denny as soon as possible with this proposal

Full Structural Survey:

Following correspondence received from Mr. King, Chairman of NVHL, it was agreed that Council will pay for the survey in full. Clerk to request that copies of the quotations be sent to him and he will ask the Company selected by NVHL to issue a new quotation in the name of the Parish Council.

Clerk was asked to write to Mr. King with this offer and to discuss a contribution towards the costs to be made in a credit for future use of the Parish Office for a term to be agreed.

RB

Link move to Committee Room

The transfer of Link machinery to the Shower Room has been agreed to be completed on Wednesday 16th January in the afternoon.

Cllr Forbes reported that Peter Talbot, Chairman of the Link, and Geoff Allen of Horticultural Socy had both been requested to join NVHL committee but had been advised to wait until the AGM in April for election.

Re-fit of Parish Office

It was agreed the Clerk obtain costs for redecoration of the Parish Office, new carpet fitted and additional power points to be installed, the costs of which could come from each committee chairman's budget.

RB

10/2/13 Nutfield Marsh

Update on Police and Hedleys

Awaiting further information from Hedleys and HMG. Cllr. Forbes will call Hedleys for an update **PF**

10/3/13 Jubilee Fields, South Nutfield

Entrance – excessive mud and dangerous spike

Clerk to chase RFS to remove spike and place chippings on wet entrance area

RB

Fields condition – horses

Horses now off the field and on higher ground

10/4/13 Traffic & Parking

TAG-A25

Report

Cllr Forbes had nothing to report. Cllr Cullen mentioned proposed roundabout south of Hooley on A23 which may assist with lorry volume in Redhill

Village Gateway project

Lay-by adoption/business plan/update

D Cllr Vickers will chase SCC Highways for action to enable start on project

10/5/13 Cemetery/Woodland Burial Area

Update on Cemetery/Woodland Burial Area

Clerk reported the ground is extremely wet there.

10/6/13 Tonbridge to Reigate Community Rail Partnership

Cllr Reeves had nothing to report

10/7/13 Tree Wardens Jubilee Trees

Update

Awaiting details on Plaques for new trees

10/8/13 Health & Safety Inspections: update

No report due. Clerk had received Insurance inspection on Memorial Playground, most items passed as satisfactory apart from 2 bench seats which need attention and some concrete like material on soft surface. Clerk to instruct RFS to inspect

10/9/13 Other matters for discussion

None

11/13 PLANNING & DEVELOPMENT

11/1/13 Planning Decisions by Tandridge District Council since last Combined Committee Meeting

TA/2012/969 1 Delves Yard, Church Hill, Nutfield... Erection of two extractor vents on east roof slope of existing workshop (Retrospective)

Dated 17/09/12 – 21 Days – NPC comment by 08/10/12

NPC Comment – No Objection – Neighbours

TDC DECISION - APPROVED

TA/2012/1245 Longmeadow, 23 High Street, Nutfield... Erection of detached double garage

Dated 05/10/12 – 21 days – NPC decision by 26/10/12

NPC Comment – No Objection – Neighbours

TDC DECISION - APPROVED

TA/2012/1479 14 Morris Road, South Nutfield... Erection of single storey rear extension and first floor rear extension. Insertion of roof lights to side roof slopes

Dated 28 November – 21 Days – NPC decision by 19/12/12

NPC Comment – No Objection – Neighbours

TDC DECISION - APPROVED

11/2/13 Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council:

TA/2012/1527 land opposite Hawkesbury, Coopers Hill Road, Nutfield... Erection of 3 loose boxes and tack room together with formation of vehicular access

(Application to extend time limit for implementation of planning permission 2009/1263)

Dated 03/12/12 – 21 days – NPC comment by 24/12/12

NPC Comment – No Comment

TA/2012/1573 Coighach, Holmesdale Road, South Nutfield... Erection of detached garage.

Dated 12/12/12 – 21 Days – NPC comment by 02/01/13

NPC Comment – No Objection - Neighbours

11/3/13 RACC- No update

11/4/13 GATCON - No update

11/5/13 Other Matters for discussion

None

12.3 FINANCE & GENERAL PURPOSES

12/1/13 Finance

Agree Current bank balances on all accounts

The latest copy of the Bank Recs had been sent to Councillors last month and to date no bank statements have been received

Agree Payment of December Invoices received

PAYMENTS FOR DECEMBER 2012

Signed on 9th January 2013

Chq No.

002568	Clerks salary – as per contracted terms	
002569	Clerks expenses	182.82
002570	H.M. Revenue & Customs - Income Tax + N.I. - as per contracted terms	
D/D	BT – Invoice Q022 9N	
	Internet Services	108.20 PAID*
D/D	BT – Invoice Q065 0F	
	Telephone 01737 823191	142.44 PAID*
002571	Ken Hamilton – Invoice 359.33	
	Maintenance work	
	Nutfield Woodland Burial 01/09/12 - 31/12/12 inclusive	145.00
002572	Mulberry & Co - Invoice 1557	
	Professional services Interim Internal Audit 10/12/12	124.74
002573	SLCC Membership renewal 2013	
	Clerks membership	162.00
002574	Michael Tamplin - Invoice 24	
	Grave Digger fees	
	Client Adams at Nutfield Woodland Burial 20/12/12	<u>450.00</u>
	<u>Total Payments</u>	<u>2,827.01</u>

Note: * Payment for BT by Direct Debit

RESOLVED: Proposed, Councillor Sandiford. Seconded, Councillor Cullen. AGREED

12/2/13 Assistant to the Clerk

Advertising & CV update for Assistant to the Clerk
Agreed interviews for the 3 candidates to be held on Wednesday 16th January in Parish Office

12/3/13 New Councillors

New Parish Councillors update
Council welcomed our new Councillor Chris Williams to his first meeting. Documents for TDC Standards Dept. to be completed and posted. **RB**

12/4/13 Insurance 2013-14

New cover + additional cover for year 2013/14
Clerk deliver to Cllr Forbes Aon Insurance policy details and summary to examine. **RB/PF**

12/5/13 Jubilee Fields, South Nutfield

Land costs including fencing entrance area and current position
Clerk to chase up contractors for quotes on work needed immediately **RB**
Sub-Committee for Jubilee Fields agreed as Cllrs. Dowden, Reeve & Williams.
Meet ASAP to discuss proposals for future use and maintenance **DD/IR/CW**

12/6/13 Allotments

Maintenance completed and required
Ditch awaiting clearance, clerk chase contractor **RB**

12/7/13 Other matters for discussion

The Pound

Work being carried out replacing east side fence by householder. Note any boundary infringements.
Work needed to clear rear area as overgrown and could provide more space. Consider a new information sign on history and past use. Clerk check wheel-clamped Van parked on the site plus other vehicles parking there. **RB**

13/13 Correspondence received – List for information only

14/13 Clerks Report –

Link February copy
Road cleaning schedule
New Councillor
Diary note for March edition AGM for Memorial Hall Trust + Parish Assembly

15/13 Matters for reporting or inclusion on future agenda

None to date

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

16/13 Other matters- for information only

17/13 Dates of next meetings:

Combined Committee Meeting – P&D, F&GP and E&A – 23rd January 2013 venue tba

Council Meeting – Next meeting 6th February 2013 - Committee Room, Village Hall - 7.30pm

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

MEETING CLOSED 23.00pm

Signed, Chairman, 06 February 2013

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