

Nutfield Parish Council
Minutes of the Parish Meeting
Wednesday 3rd July 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, Mrs S Ford, Mr I. Reeve
County Councillor: Mrs Helena Windsor
District Councillors: Mrs G Black
Clerk: Mr R Brown
Assistant to the Clerk: Alec Howard
Police: None present
7 Residents present

Action By

105/13 Apologies for Absence.

District Councillors T Elias & D Vickers & Councillor K Sandiford

106/13 Declarations of Interest.

None

107/13 Public Forum – Residents requests.

Resident reported an overgrown hedge along Church Hill, Clerk will report to SCC **RB**
Also reported an egg throwing incident on the Marsh where 7 youths were throwing eggs at passing cars. He had reported this to the Police and had hoped to ask the Police Panel at this meeting what the outcome was. No Police in attendance for Panel. Other residents from the Marsh were also present to question the Panel on the on-going problems on the Marsh and were disappointed by their absence.

It was suggested that Council draft a letter to PCC Kevin Hurley citing his "Zero Tolerance" statement when he commenced and where was this relating to the incidents occurring all over the Parish. Clerk to draft from notes submitted by Councillors. Discussion on various legal Sections which are there to combat anti-social behaviour and that these should be quoted within the letter. **RB**
Mr Murray of KRAG updated Council of the latest position at RAL, new chairman is Ms Ann Bartaby, and their options to appeal against TDC & R&BBC refuse decision. He enquired if Council still had fighting funds in its reserves and he was advised we have this allocated for any appeal that may take place. He expects to liaise with S&SPC to do a joint exercise if the appeal occurs, thus saving funds/costs. D.Cllr. Black said TDC would fight this tooth and nail to protect this Green Belt land.

108/13 Report from County & District Council – For information.

D.Cllr. Gill Black discussed the statement made by D.Cllr. Debbie Vickers at the TDC Planning meeting concerning Priory Events and that this was still an on-going issue for planning enforcement Officers to investigate. There was a re-cycling problem recently with delays as all four vehicles had broken down. She also reported that food waste was only being put out by some residents every other week with the recycling collection. Clerk to put this in the next Link to state collection is every week for food waste

C.Cllr Helena Windsor discussed the S&ESWCo work along the A25 installing new water pipes and connections to all properties. This will cause major traffic delays. Clerk advised that Council were working with this team and have offered them the use of an area within the Memorial Hall area for daily spoil dumping and collection. She also advised that she had discussed with SCC Highways her support for a 30mph speed limit down Mid Street hill. It is proposed that no compensation will be paid for any road damage to a vehicle or wheel/tyre if the road defect is clearly marked by spray painted circle. She had been contacted by residents re lack of street lights along High Street and she is working to get 2 street lights installed. Send updated NPC road pothole/defect list to her **DCu**

109/13 Police report & issues –

The Police Report was read by the Clerk as no officer could be present

END OF PUBLIC FORUM

The residents and District Councillors then left the meeting.

110/13 Approval of the Minutes of the Parish Council Meeting held on 5th June 2013 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.

111/13 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda

None

112/13 COMBINED COMMITTEE

113/13 PLANNING & DEVELOPMENT

113/1/13 Planning Decisions by Tandridge District Council since last Combined Committee Meeting:

TA/2013/224 Wood Cottage, Parkwood Road... Demolition of existing dwelling and erection of five detached dwellings, with associated access and parking (Outline application)

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

NPC Comment – Objection The Council's decision, having read and considered all the documents:

Objection - Overdevelopment of plot - Loss of native trees – Adjoining Green Belt land – Increased vehicle movements on difficult access to A25 – bad sightlines

Objection – TDC Local Plan - Residential garden land development

TDC DECISION - REFUSE

113/2/13 Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council:

TA/2013/742 Red Cottage, 1 Clay Lane, South Nutfield... Demolition of existing stable block and erection of new single storey ancillary outbuilding (C of L for Prop.Devl.)

Dated 18/06/13 – 21 days – NPC comment by 09/07/13

NPC Comment – No Objection – Neighbours. NPC request a Condition to be added, if approved, that the ancillary outbuilding cannot be sold as a separate dwelling.

TA/2013/795 107 Mid Street, South Nutfield... Variation of condition 2 of permission TA/2013/23 dated 13/3/13 to allow alterations to plot 1 (addition of attic room, two rear dormer windows and plinths to the front and rear elevations of the garage and chimney) and Plot 2 (addition of plinths to front of single storey element and front bay window and removal of velux from toilet and installation of window)

Dated 21/06/13 – 21 days – NPC comment by 12/07/13

NPC Comment – No Objection – Neighbours

113/3/13 RACC

No report

113/4/13 GATCOM

No report

114/13 FINANCE & GENERAL PURPOSES

114/1/13 Finance

Bank reports

No current bank statements were received so no further report

Agree Payment of June Invoices received & Ratify £60 fee for MHall HER Environment Survey

PAYMENTS FOR JUNE 2013

Signed on 3rd July 2013

Chq No.	£
002625 Clerks salary – as per contracted terms	
002626 Clerks expenses	101.25
002627 H.M. Revenue & Customs - Income Tax + N.I. - as per contracted terms	
002628 Alec Howard – Assistant to Clerk salary	95.00
D/D BT - Invoice Q024HQ	
Internet Services broadband	105.94
D/D BT - Invoice Q0678N	
Telephone 01737 823191	158.44
002629 Design Appeal Ltd - Invoice 3.7.13	
HER Application fee	60.00
002630 Ken Hamilton – Invoice 365/78	
Maintenance work	
Nutfield Cemetery 01/06/13 - 30/06/13 inclusive	£ 280.00
Ken Hamilton – Invoice 365/79	
Maintenance work	
Nutfield Woodland Burial 01/06/13 - 30/06/13 inclusive	<u>£ 60.00</u>
002631 Mulberry & Co - Invoice 1674	
Professional Services Internal Audit year ended 31 March 2013	258.66
002632 Nutfield Village Hall Ltd - Invoice 13/107	
Hire of Village Hall Committee Room 03 Apr 13	£ 15.50
Hire of Village Hall Committee Room 01 May 13	£ 15.50
Hire of Village Hall Committee Room 05 Jun 13	<u>£ 15.50</u>
002633 Redhill Farm Services - Invoice 6214	
Trimming grass on Marsh & Memorial Hall site	198.00
002634 Stocksigns Ltd - Invoice 01004163	
Jubilee Fields Chemical spraying signs	<u>65.80</u>
<u>TOTAL PAYMENTS</u>	<u>£ 2987.48</u>

RESOLVED: Proposed, Councillor Chapman. Seconded, Councillor Dowden. AGREED

114/2/13 Audit

Report on meeting with Internal Auditor

After the meeting with Mark Mulberry the Audit Commission Annual Return for year ended 31 March 2013 was concluded and Section 4 was agreed and signed off by him

114/3/13 Councils Annual Return for year ended 31 March 2013

Agree revised Section 1 Accounting Statement and Section 2 Annual Governance Statement for submission to BDO LLP

Copies of the completed Audit Commission Annual return for year ended 31 March 2013 had been distributed to Councillors. It was proposed by Cllr Cullen and seconded by Cllr. Reeve that these be Approved. A vote was taken and this was **AGREED**

114/4/13 Assistant to the Clerk - Report

Alec reported that the available full plots and half plots on the allotments should be cleared. It was agreed that Ken Hamilton be instructed to cut back/trim the plots which will assist in rental.

Following a discussion on use, it was agreed to install stand pipes at the far end of the allotments for drinking water use only

114/5/13 Bookkeeper

Discuss proposal from Combined Committee meeting to employ a book-keeper on part time basis

The proposal was discussed, voted and Agreed. Letter of acceptance to be sent by Clerk **RB**

114/6/13 Insurance 2013-14

Policy documents received from Came & Co. to be checked by Cllr Forbes to ensure adequate cover

114/7/13 SCC Community Improvements Fund

Agreed to carry this forward to September meeting but to investigate grants that may be available for specific items at the new Memorial Hall

114/8/13 Police - discuss Crime Rate and Incidents list

Following a full discussion on the current situation and crime statistics it was **Agreed** that Councillors Dowden and Reeve create a draft letter to be sent to PCC Kevin Hurley expressing Councils dismay at the lack of policing and zero tolerance on anti-social behaviour, as quoted by him when elected.

115/13 ENVIRONMENT & AMENITY

115/1/13 Village Halls

Memorial Hall

New Building – Ascot update on design and Planning submission

Planning Service – update.

Foundation base + extras + services - update from sub committee

Clerk to contact Ascot to arrange a site meeting to finalize fit out and agree all extras etc. one week notice, a.m. meeting, to suit working Councillors.

Memorial Hall Finance – Bank accounts

No updated balances

New Charity Bank accounts

3 companies, maximum per account £85,000 update

Discussion on opening new accounts with Virgin and Julian Hodge banks, £80,000 per account, remaining balance left in Lloyds account.

Agreed Clerk proceed with this once banks have been checked by FCA rules

Proposed Cllr Ford, Seconded Cllr Cullen **AGREED**

Clerk investigate any other accounts and report back at Combined Committee meeting

South Nutfield Village Hall – update from committee

Maintenance update – Structural Survey plus other works in priority, capital expenditure lists

Mr Murray investigating potential costs and fees to replace roof

Other management matters

HSBC bank account now set up with new directors on mandate, Investigating hire charges and some amalgamation of fees, Possible Biffa funding via Entrust, pre-school discussing increasing hours.

115/2/13 Jubilee Fields, South Nutfield

Right of Way entrance area & footpaths

On hold until SCC footpaths officer confirms work needed by NPC and SCC

Fields condition – update on weed spraying & horses

Fields sprayed and warning signs erected

Corner Field and Campden BRI – update

No further updates

CCTV and lights proposal

Awaiting costs of cameras and lights

115/3/13 Highways, Traffic & Parking

Roads, Pavements & Verges

Report on roads, verges & potholes

Clerk contact SCC Highways re overgrown hedges and verges

RTA reports

None

Further action

SCC Road signs overgrown, contact Helena Windsor with list

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

Recreation Ground

Grasscrete parking and new gate

Clerk spoken to Steve Hyder at TDC and was unsure that he would support this. Requested to contact again for specific reasons against parking area. Contact School to ask if playground could be made available for parking?

Agreed Sub-committee try to meet with Steve Hyder prior to September meeting to discuss options

Village Gateway project

Lay-by adoption/business plan – update on access

SCC advised work will commence but lay-by remains under SCC control. Contact Conservation Socy re. funding for shrubs on verge and ask Ken Hamilton for advice on suitable plants

TDC Winter Servicing Pavement scheme

Clerk report on meeting held at TDC

Clerk attended meeting, all notes to be forwarded by Steve Coughlan for clerk to distribute to Council

The Pound

Signs

Contractor reminded to erect sign

Village Green

Signboards still on Green

New project – Clerk and Cllr Reeve working on costs and PR

115/4/13 Nutfield Marsh

Crown Estates update

TDC – Bye Laws

No further report

Police and other agencies

See above 114/8/1

Marsh Group

No further report

Further Action Plan – Press release

115/5/13 Cemetery/Woodland Burial Area

Report on Cemetery/Woodland Burial Area

No report

115/6/13 Tonbridge to Reigate Community Rail Partnership

Report on any meetings- Cllr Reeve had not attended the last meeting but information forthcoming on major redevelopment and new station at Redhill

116/13 Correspondence received – List for information only

117/13 Clerks Report –

Nutfield Link August copy items

Any other items – none

118/13 Matters for reporting or inclusion on future agenda

None

119/13 Other matters- for information only

120/13 Dates of next meetings:

Combined Committee Meeting – P&D, F&GP and E&A – 17th July 2013 venue TBA

Council Meeting – NO MEETING IN AUGUST unless urgent business needs to be discussed

Next Meeting - 11th September 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, 11 September 2013

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