

Nutfield Parish Council
Minutes of the Parish Meeting
Wednesday 1st May 2013 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 K Sandiford, Mr C Williams
District Councillors: Mrs D Vickers, Mrs G Black,
Clerk: Mr R Brown
Assistant to the Clerk: Alec Howard
Police: PC Alice Bennett, PCSO Lorraine Wells
7 Residents present

Action By

71/13 Apologies for Absence.

Cllr. D. Cullen & Cllr. I. Reeve had given their apologies
District Councillor Elias sent his apology

72/13 Declarations of Interest.

Cllr C. Williams signed the book - local planning proposal neighbour

73/13 Public Forum – Residents requests.

Resident asked Council if there was any further news re Marsh acquisition from Crown Estates. PC Bennett said once Council had the date of ownership from them they would put in place various agencies to assist in clearing the horses and vehicles. Cllr Sandiford said he had seen visiting cricketers, he assumes visitors, driving around the cricket field and out onto Nutfield Marsh Road. Check with contact from NCC to advise/make aware this is not allowed and also dangerous

74/13 Report from County & District Council – For information.

D.Cllr Gill Black advised that TDC Planning Committee will meet to make their decision on Redhill Aerodrome hard runway application at the end of May 2013. Agreed Cllr. Chapman will speak on behalf of Council and KRAG will speak as well.
D.Cllr. Debbie Vickers had nothing further to add to Mrs Blacks report

75/13 Police report & issues –

The Police Report was received by email from PCSO Wells and she read the report to the meeting. PC Alice Bennett commented on road traffic incidents and parking problems on school days in Mid Street, near to the School and Recreation Ground. The idea of grasscrete parking on the Recreation Ground would solve many parking problems, but that would need careful consideration and management to make the scheme work properly. Cllr Forbes highlighted the comments by SCC Highways on the speed limit coming down Mid Street hill and why it should be reduced to 30mph from 40mph following the latest serious accident there. Discussion took place regarding Nutfield Marsh, the lack of horse passports + tags and it was suggested to contact Trading Standards on this

END OF PUBLIC FORUM

The residents and District Councillors then left the meeting.

76/13 Approval of the Minutes of the Parish Council Meeting held on 3rd April 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.

77/13 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda

None

78/13 Nutfield Football Club

Meeting with Tim Bellars NFC

Chairman welcomed Tim to the meeting. Tim reported that the Memorial Field pitches will have drainage work carried out on them over the next few months, as it has been agreed that the Junior Club will move up to the Memorial Field in the coming season. The pitches will be re-aligned to accommodate the senior pitch turned 90 deg and a Junior pitch 9x9 will be located alongside. This will allow additional parking at the pitch entrance area. The Club will donate £25,000 towards the new building and spend £5,000 towards the pitches costs. The Junior Club will donate £10,000 towards the drainage costs and any underspend will be donated back to the Hall funds. This plan will enable more cars to be parked on match days and ease the congestion by the Recreation Ground in Mid Street.

79/13 COMBINED COMMITTEE

80/13 PLANNING & DEVELOPMENT

80/1/13 Planning Decisions by Tandridge District Council since last Combined Committee Meeting:

TA/2012/1211 The Old Rectory, Kings Cross Lane, South Nutfield.. Erection of a 2m high fence to the front and side boundary (Retrospective)

Dated 02/01/13 – 21 days – NPC comment by 23/01/13

NPC Comment – Objection

TDC DECISION – APPROVED

TA/2013/285 Patteson Court Landfill site, Cormongers Lane, Nutfield, Redhill.. Continuation of a waste disposal facility with provision for the extraction of landfill gas & phased restoration of the whole site, and alteration to the boundary of the site without compliance with Condition 1 of planning permission ref: RE11/0187 dated 20/05/11 to allow the replacement of the restoration & filling plans (Surrey County Council Consultation)

Dated 06/03/13 – 21 days – NPC comment by 27/03/13

NPC Comment – No Objection

TDC DECISION – APPROVED

TA/2013/217 5 Mid Street, South Nutfield... Erection of single storey extension to front elevation and porch to side elevation

Dated 06/03/13 – 21 days – NPC comment by 27/03/13

NPC Comment – No Objection – Neighbours

TDC DECISION – APPROVED

80/2/13 Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council:

TA/2013/339 South Lodge, Bletchingley Road, Nutfield... Erection of single storey side extension

Dated 11/04/13 – 21 days – NPC comment by 02/05/13

NPC Comment – No Objection – Neighbours

80/3/13 RACC

Cllr. Chapman commented on the RAL hard runway TDC decision at the end of May and that there was a need to write a statement on behalf of Council against the proposal. He agreed to do this. It was also suggested that KRAG should make the second allowed response and that maybe Jerome Lynch may be available to make this.

80/4/13 GATCOM

Clerk reported that Ken Harwood had installed an aircraft height monitoring system on his garage roof, with 4 cameras and recording equipment. The survey results had indeed picked up aircraft flying under the prescribed height of 3000ft over the Village on take-off. This could also be used as conflicting evidence re RAL proposed height of take-off and landing. Results to be sent in soon.

Contd...p3

81/13 FINANCE & GENERAL PURPOSES

81/1/13 Finance

Bank reports

No current bank statements were received so no further report

Agree Payment of April Invoices received

PAYMENTS FOR APRIL 2013

Signed on 1st May 2013

Chq No.

£

002600	Hedleys Solicitors Payment of undertaking to proceed with Nutfield Marsh purchase Agreed at April Combined Committee		900.00 *PAID
002601	Clerks salary – as per contracted terms		1150.00
002602	Clerks expenses		1150.00
002603	H.M. Revenue & Customs - Income Tax + N.I. - as per contracted terms		152.50
002604	Alec Howard – Assistant to Clerk salary		152.50
002605	Ascot Buildings – Invoice 13200 Local Authority Fee for planning permission		1108.80
002606	Came & Company Parish Council Insurance Scheme 2013/15		1133.47
002607	Ken Hamilton – Invoice 363/62 Maintenance work Nutfield Cemetery 01/03/13 - 30/04/13 inclusive £ 255.00 Ken Hamilton – Invoice 363/63 Maintenance work Nutfield Woodland Burial 01/02/13 - 30/04/13 inclusive <u>£ 75.00</u>		330.00
002608	Nutfield Village Hall Ltd - Invoice 13/R03 Hire of Village Hall Committee Room 09 Jan 13 £ 15.50 Hire of Village Hall Committee Room 06 Feb 13 £ 15.50 Hire of Village Hall Committee Room 06 Mar 13 <u>£ 15.50</u> £ 46.50 Nutfield Village Hall Ltd - Invoice 13/46C Hire of Village Hall - Parish Assembly 18 May 2013 £ <u>36.00</u>		82.50
002609	Redhill Farm Services - Invoice 6175 The Pound - work as per quotation Clear roots and overgrown area and dispose Supply and erect new fence, concrete posts + boards £1800.00 Redhill Farm Services - Invoice 6178 Jubilee Fields- work as per quotation Prepare seed bed, supply fertilizer, seed, sow £ 1476.00		3276.00
002610	Redmond & Associates - Invoice F19225 South Nutfield Village Hall Inspection and submit Building Survey report CCTV drainage Trial Pit		2520.00
002611	Sparos Accounting - Invoice 221937 NPC 2013/14 Payroll Licence Fee		<u>144.00</u>
	<u>TOTAL</u>		<u>11271.96</u>

Notes : * PAID Hedleys payment agreed at Combined Committee - Ratify at May Meeting
Agreed but held over as query on amount, NPC should receive discounted fee, clerk check

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

Agree the year end 2012/13 accounts for audit

To be taken to Combined Committee meeting and agreed prior to Internal Audit

81/2/13 Audit

Meeting with Internal Auditor Mulberry & Co

Agreed meeting date on Friday 7th June 2013 with Mark Mulberry

81/3/13 Assistant to the Clerk - Report

Alec had assisted Cllr Cullen on the Road/verge pothole and damage survey and this is now completed. It will be added to as new repairs are needed. He has also checked fields, monitored the Marsh situation and will assist the Clerk on work in the Parish Office

81/4/13 Insurance 2013-14

Agree Came & Co Insurance quotation for Parish Council Insurance for year 2013/14

Proposal to accept Came & Co as NPC Insurers discussed, voted and **AGREED.**

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

81/5/13 SCC Community Improvements Fund – apply for grants on Marsh, Memorial Hall & Jubilee Fields
Cllr Dowden had investigated this project and there are areas within it that could be used for funding projects in the Parish, such as the Marsh reconstruction project including fencing, NPC Cemetery layby project. Agreed to investigate further and discuss at May Combined Committee

81/6/13 Allotment Troughs.

Clerk had obtained a quotation to supply 7 new self-feed water troughs to replace the existing ones. The proposal should help to cut back the high water charges from S&ESWCo by avoiding the use of hosepipes. Discussed and decided to replace the troughs in 2 phases and
AGREED to install 3 self-feed Troughs to replace 3 troughs at the rear of the allotments, which should help with assisting tenants water supply there due to low water pressure there.

82/13 ENVIRONMENT & AMENITY

82/1/13 Village Halls

Memorial Hall

Public meeting & AGM 27 April 2013 – report on meeting & presentation

Councillors were pleased with the result of the meeting but felt the presentation by Ascot was not professional and we need to ensure their project management is good. The revised plans will be displayed by the Clerk at the Parish Assembly

New Building – Ascot plans

Ascot Comprehensive Planning Service to be put on hold until NPC hall sub-committee meet to discuss the plans, make proposed alterations to meet comments received and then submit to TDC
Foundation base + extras + services to be sourced locally for quotations and also ask Ascot for their sub-contractors prices for comparison

Agreed to send a letter of Intent to Ascot to proceed with the order of the Hall but agree this at May Combined Committee to be sent once approved

Also agreed to send a letter to Came & Co re insurance of the hall once full specification is known.

Disclose previous fire and proposal to install CCTV and further security on the building

Memorial Hall Finance – Bank accounts

Discuss bank account balances and new structure of bank accounts, maximum per account £85,000

Balances discussed and new accounts to be investigated for best % interest

South Nutfield Village Hall – update

Report on joint meeting & management structure

Cllr Forbes agreed the joint meeting went well, new management structure and opening new accounts, will attend next meeting to discuss future plans

Maintenance update – Structural Survey plus other works in priority

All survey now completed, Clerk has requested the DVD of the drain survey, new management to propose schedule of work to be completed.

82/2/13 Jubilee Fields, South Nutfield

Right of Way entrance area & footpaths

Contractor has marked out the area, with Alec, and ready to start work shortly.

Fields condition – harrowing + grass seeding update, Lane, rubbish

Clerk held site meeting with Contractor who have started work on the field but noticed vehicle tyre tracks diagonally across field to feed horses in the corner field. The gate will be better secured to attempt to stop access.

Corner Field and Campden BRI

Meeting arranged with Campden BRI to discuss this and other options

CCTV and lights

Clerk obtaining prices on this equipment and other options

Future use and projects

Sub-committee to look at all options, solar panels discussed

82/3/13 Highways, Traffic & Parking

Roads, Pavements & Verges

Report on roads & potholes

Clerk to simplify the report and Alec to take photos of major damage when out on inspection

RTA report

Cllr. Forbes reported on the recent major road traffic accident in Mid Street

Village Gateway project

Lay-by adoption/business plan – update

No report to make – request D Cllr Vickers chase hard SCC Highways for a result

TDC Pavement Snow Clearance scheme

Update... Clerk written to TDC advising them of Council's decision to support and take part in this scheme. Once they have answers from all other parishes they will come back to Council with a proposed meeting date

The Pound

Clearance work, new fencing and surface update.

Work in progress and contractor to be asked to roll the surface to compact it further

Planting

Chairman suggest planting shrubs along the boundary - investigate

Signs

Main new sign completed and ready to erect, parking permit signs on order

Parking – vehicles action

As above

Village Green

Signboards

Agreed to compromise and write to Queens Head that whilst a byelaw states that signs are not permitted to be sited on Village Greens, Council would have no objection to them siting one A-board at either end of the Green on the basis that they keep the grass cut and tend & maintain the area.

Water Trough

Planted with herbs at present, flowers would be nicer. Impossible to straighten it due to the weight

New Bench

Cllr Reeve and Clerk to investigate some further projects there including a bench and sign **RB/IR**

82/4/13 Nutfield Marsh

Crown Estates

Delays at Crown Estates, Clerk to contacting constantly to chase progress **RB**

TDC – Bye Laws

Andrew Komosa at TDC Legal Dept. has Bye-laws in place ready to go on the land to immediately

Police and other agencies

They too will call in the respective agencies once land is acquired

Hedleys

Also requested to chase Crown Estates

Further Action Plan - Marsh Group

Awaiting the above action

82/5/13 Cemetery/Woodland Burial Area

Report on Cemetery/Woodland Burial Area

Nothing to report, enquiries still coming.

82/6/13 Tonbridge to Reigate Community Rail Partnership

Report from Cllr Reeves placed in Link

83/13 Correspondence received – List for information only

84/13 Clerks Report –

Standing Orders now agreed by Councillors and filed, updates to go on Website

Link June copy items – Memorial Hall AGM and unanimous vote to proceed, Parish Assembly, Snow clearance & Pound

85/13 Matters for reporting or inclusion on future agenda

3C meeting Dairy Cottage

86/13 Other matters- for information only

87/13 Dates of next meetings:

Combined Committee Meeting – P&D, F&GP and E&A – 15th May 2013 8.00pm - Dairy Cottage

Council Meeting – 5th June 2013 - Committee Room, Village Hall - 7.30pm

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

MEETING CLOSED 23.15pm

Signed, Chairman, 05 June 2013

**Cc: District Councillor Black
District Councillor Vickers**