

Nutfield Parish Council
Minutes of the Parish Meeting
Wednesday 6th November 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 K Sandiford
County Councillor: Mrs Helena Windsor
District Councillors: Mrs G Black & Mr T Elias
Clerk: Mr R Brown
Police: No Police present
6 Residents present

Action By

155/13 Apologies for Absence.

Councillors Mr I. Reeve
District Councillors: Mrs D Vickers

154/13 Declarations of Interest.

None

155/13 Public Forum – Residents requests.

Resident reported the hedge along the footpath up from Peytons Cottages to the St P&P Church is overgrown. Clerk to advise SCC to cut back. Two residents advised Council that the cricket nets at SNCC need replacing, estimated cost between £15-20,000, one youth player injured recently. Council suggested they apply for grants, Entrust and Sports Foundation. Clerk advised them to write to Council with a specific request for funds.

Scouts leader advised Scout Hut roof needs replacing, estimated cost £16,000. Plus toilets need refurbishing, one quote for £2000. Clerk advised them to write to Council with a specific request for funds.

Resident reported how dark it now is in Scout Lane, Clerk to discuss with local residents to see if electric power can be obtained for security lighting

156/13 Report from County & District Council – For information.

D.Cllr Black said a TDC Planning Officers site visit had been made to the RNIB site re new housing planning application.

D.Cllr. Elias said he will be speaking at the RAL Public Inquiry against the application. He thought the Byelaws on Nutfield Marsh should be in place by March 2014. Paul Barton from TDC had met local residents to discuss this process. Application now with DCLG for final approval.

C.Cllr Windsor asked Clerk if all the grit bins were fitted, clerk advised 2 from SCC yet to be delivered. She also said she had heard that the JJ Franks planning application for Marsh Extraction had just been submitted to TDC Planning

157/13 Police report & issues –

Report submitted and read, draw attention to Scam being run requesting Bank details, one elderly resident became a victim of this crime

END OF PUBLIC FORUM

The County & District Councillors and residents then left the meeting.

158/13 Approval of the Minutes of the Parish Council Meeting held on 2nd October 2013 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41)

The Minutes were lost in transit and subsequently not signed, agreed to be read & signed at the Combined Committee Meeting on 20th November 2013

159/13 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda

None

160/13 COMBINED COMMITTEE

161/13 PLANNING & DEVELOPMENT

161/1/13 Planning Decisions by Tandridge District Council since last Combined Committee Meeting:

TA/2013/1206 1 Nutfield Court, Church Hill, Nutfield.. Erection of extension to existing conservatory & replacement of existing glass roof with tiled roof

Dated 28/08/13 – 21 days – NPC comment by 18/09/13

NPC Comment – No Objection – Neighbours

TDC DECISION - APPROVED

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

TA/2013/1231 Maryland, Kings Cross Lane, South Nutfield... Demolition of dwelling. Erection of 2 detached dwellings with associated parking and access. (Application to extend time limit for implementation of planning permission TA/2009/741

NPC Comment – No Objection

TDC DECISION - APPROVED

161/2/13 Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council:

TA/2013/1455 130 Mid Street, South Nutfield... Erection part 2-storey, part first floor extension to rear elevation. Erection of first floor front extension over existing study & formation of pitched roof over existing garage

Dated 24/10/13 – 21 days – NPC comment by 14/11/13

NPC Comment – No Objection - Neighbours

TA/2013/1532/TPO West Lodge, Nutfield Park, South Nutfield.. TPO 2, 1994 (T) – Fell 1 Ash

Dated 28/10/13 – 21 days – NPC comment by 18/11/13

NPC Comment – No comment

161/3/13 Aviation matters

Cllr. Forbes updated Council on the appointment of Colin Smith, Planning Consultant who has instructed Rose Grogan of Thirty Nine Essex Street Chambers who will act for both NPC & S&SPC. He previously circulated an estimate of the total costs and legal fees. A legal conference has been arranged between PF, Paul Murray and S&SPC representatives plus Colin Smith at Chambers. Agreed Paul Murray will be Advisor to Nutfield Parish Council. He has asked who will represent Parish Council at the Inquiry? Chairman thanked Peter for all his hard work so far in bringing council to this stage in the proceedings and all agreed his task had at times been difficult.

162/13 FINANCE & GENERAL PURPOSES

162/1/13 Finance

Bank reports on all accounts

Clerk had previously distributed bank balances for each account

Agree Payment of October Invoices received

PAYMENTS FOR OCTOBER 2013

Signed on 6th November 2013

		£
002663 Clerks salary – as per contracted terms		
002664 Clerks expenses		38.40
002665 H.M. Revenue & Customs - Income Tax + N.I. - as per contracted terms		
002666 Assistant to Clerk salary – as per contracted terms		
002667 Assistant to Clerk expenses		22.40
002668 Ken Hamilton – Invoice 369.20		
Maintenance work		
Nutfield Cemetery 01/10/13 - 31/10/13 inclusive	420.00	
Ken Hamilton – Invoice 369.21		
Nutfield Allotments & Scout Hut Lane		
Hedge cutting 16/9/13 – 02 & 23/10/13 inclusive	<u>160.00</u>	580.00
002669 Paul Murray		
RAL Inquiry		
Research compose & submit Rule 6 Statement		250.00
002670 Redhill Farm Services – Invoice 6263		
Install Pond sign on site + materials		123.72
002671 Royal British Legion		
Poppy wreath Remembrance Sunday 10/11/13		<u>100.00</u> *

TOTAL PAYMENTS

£ 2754.91

Note* Payment for Royal British Legion Wreath payment made under Section 137 LGA 1972

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

162/2/13 Precept 2014/15

Proposal: Agree Precept figure of £42,400

The Budget figures 2014/15 brought forward by the Combined Committee were read discussed and were agreed

It was Proposed the that the Precept figure of £42,400 be accepted and for year 2014/15

Proposed Councillor Cullen. Seconded Councillor Dowden. Voted and AGREED

162/3/13 Purchase of additional land

Proposal from Combined Committee: That Council purchases the 6.7 acre field alongside the Jubilee Fields, adjacent to the Allotments at a cost of £65,000 using Public Works Loan Board finance. To be used as new allotments for both parishioner and non-parishioner rental.

Full discussion on the process of purchasing the land, need and use in the future. IR reports had been read by Councillors and this was also discussed. The pros and cons were debated and it was agreed that the Clerk request a 2 week delay with the vendor to allow more time to establish need for the field, potential rental income that could be achieved, use as allotments, grazing land or leisure activity. Agreed that the Clerk copy Cllr Ford all previous reports and proposals for the Jubilee Field to enable her to consider various uses or the land. SF will now be on the land sub-committee. Proposal for use and possible income to be taken to Combined Committee Meeting

162/4/13 Cemetery/Woodland Burial Area Parking

Evonik UK Holdings Ltd – update on SR letter re use of field for parking

Discussion and most agreed rental would be the best option. DCh asked if we could add the possibility of purchase. This was talked through and the general feeling was against this, vote take and it was agreed to send the letter without the purchase option mentioned. Agree to keep purchase in mind should we be able to rent the land and make the offer later.

162/5/13 Assistant to the Clerk

Report... Sean Hayes read his report and copy of this is below:

Assistant Clerk Report to Full Parish Council – November 2013

Cemetery and Woodland Burial Area

- It has been quite a busy month for the WBA and Cemetery and recent clients have been most appreciative of the area and its presentation.
- We have removed trinkets from trees in the WBA and are in the process of returning them to clients and reminding them of the requirement that the only visible sign of the grave is a plaque and/or and tasteful bench.
- The Clerk has arranged lopping of dangerous trees in the cemetery and thinning of trees in the WBA.
- The pathway is in need of repair and upgrading to lengthen it further towards WBA and I will contact the Contractor to see if he can quote for the work.
- Further work has gone into research of the CWG and six have been clearly identified and are listed below:

Name	Rank	Service Number	Date of Death	Age	Regiment / Service	Service Country	Grave / Memorial Reference	Cemetery / Memorial Name
<u>LAMBIE, WILLIAM</u> <u>GAVIN MEIN</u>	Pilot Officer	42235	15/11/1940		Royal Air Force	United Kingdom	Plot B. (Cons.) Grave 447.	NUTFIELD CEMETERY
<u>LEADBETTER, GEORGE WILLIAM</u>	Private	G/5704	06/10/1918	23	The Queen's (Royal West Surrey Regiment)	United Kingdom	D. 22.	NUTFIELD CEMETERY
<u>MONK, E J</u>	Gunner	286053	20/06/1919		Royal Garrison Artillery	United Kingdom	A. 119.	NUTFIELD CEMETERY
<u>MONKHOUSE, ROBERT MICHAEL</u>	Lieutenant	170824	29/03/1944	34	Royal Artillery	United Kingdom	Plot B. (Cons.) Grave 783.	NUTFIELD CEMETERY
<u>WHITE, HENRY THOMAS REGINALD</u>	Private	2015	06/07/1916	28	The Queen's (Royal West Surrey Regiment)	United Kingdom	C. 210.	NUTFIELD CEMETERY
<u>WORSDELL, KENNETH WILSON</u>	Pilot Officer	33497	30/10/1940	20	Royal Air Force	United Kingdom	Plot B. (Cons.) Grave 474.	NUTFIELD CEMETERY

- There also appears a Captain David Urling Clark, M.C. buried in the cemetery and remembered as 'killed in action'. He was in The Queen's regiment and died in WWII.
- No record can be found on the CWGC website as yet.
- Further research to take place, including St. Peter and Paul Church, and report to CWGC as they give grants for Grave upkeep.
- A survey has also taken place of the War memorial and the state of disrepair of the surrounding area to be reported to the War memorials trust that will help in the repair.

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- A lot of this damage appears to be subsidence as a result of the garage s built for the redevelopment of Dood's Brow School. Is there a possibility of redress from the developers?

Allotments

- All allotments now taken up.
- Water turned off for the winter.
- Those that clearly have had no work on them this year will be chased up and asked to maintain them.
- Enquiries with the Salford allotments show we are cheaper than R & B who charge £50 per annum.

Roads

- A list of needed repairs was compiled for the CC meeting and an article in the local paper warning of resurfacing of Mid Street appeared in the local paper on the 17th October with work beginning on the 29th October with full Road closures.
- The clerk was unaware and it did not happen. Enquiries will be made.
- Some of the hedges have been trimmed in the parish.
- There is a need to trim some hedges along footpaths. Between Kingsmead and Netherleigh Park on Kings Cross Lane is now dangerous even for one person walking along as the hedge causes pedestrians to veer towards the road.
- Mid street south of the bridge also needs attention.

Chairman and Council thanked Sean for his comprehensive report

Close meeting

Memorial Hall Trustees

Insurance - Renewal of Insurance on Memorial Hall site prior to commencement of works
PF discussed various options for insurance during construction; most contractors should have public liability policies. Trustees would need to see copies of builder's insurance policy details.

New Building – Progress

Clerk contact Ascot to request copy of draft contract to see terms in contract and T&C's prior to deposit being paid. Discussion on whether to ask Richard Coffey if he could project manage the construction and if not, recommend another person to do this + fees. It was agreed that it is best to go to Ascot to do this and to request their charges for this service

Also agreed to use Dave Gill at Design Company to provide the ME specification at a fee of £1200

Proposed Cllr Renaut, Seconded Cllr Dowden Voted and AGREED

Discussion on payments and the latest quotation including inner walls and ceilings and it was proposed to agree this quotation and pay Ascot a 10% deposit initial deposit of £8233.00

Proposed Cllr Renaut; Seconded Cllr Dowden, Voted and AGREED

Before paying these amount ask why the charges for scaffolding, was it for the clock tower?

Sue Ford advised that her neighbor Harald had offered to take stage build photos of the project.

New Charity Bank accounts - Advise on UTB and Virgin savings accounts

Both accounts open and no transfers made to date

Re-Open meeting

163/13 ENVIRONMENT & AMENITY

163/1/13 Jubilee Fields, South Nutfield

Fields Hedges & Ditches condition –update

Contractor has flayed the hedges to make a start on the overgrown hedges but more work to be carried out. The problem is the wet land which could be damaged by heavy machinery. Some ditching started.

Right of Way Area discussed previously in new field proposal. Agreed Clerk chase contractor to commence this work ASAP. If a problem occurs, Clerk to contact other local contractors to quote for this work.

RB

163/2/13 Highways, Traffic & Parking

Roads report

Assistant to Clerk highlighted current problems in report. He or Clerk chase SCC to do this work SH

163/3/13 Nutfield Marsh

Further Action Plan – latest meeting update

Meeting not yet reported

Bye-laws

Agreed at TDC and now with DCLG for final approval plus 30 days public notice.

163/4 13 Clerks Report –

Nutfield Link - December copy items

Report Police notes on recent telephone scam and crime re bank account details and money stolen

Council Meeting date for visit by TDC Chief Executive Louise Round

Agreed advise Ms Round if she could attend the February meeting

TDC Winter Servicing Pavement scheme – update

2 more grit bins required, 1 seems likely from TDC the other via CCLrs Windsor

Village Gateway - Shrub planting

Clerk reported meeting with Ken Hamilton who advised low growing shrubs due to sightlines to A25

Woodland Burial area

Clerk and Sean Hayes have checked for any tree damage, minimal, and also in Cemetery.

Any other items

None

165/13 Matters for reporting or inclusion on future agenda

None

166/13 Other matters- for information only

Formal letter of engagement for Sean Hayes to be written and Clerk appraisal to be discussed

167/13 Dates of next meetings:

Combined Committee Meeting – P&D, F&GP, E&A – 20th November 2013 venue Parish Office

Council Meeting – 4th December 2013 - 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

Signed, Chairman, 4th December 2013

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