

**Nutfield Parish Council**  
**Minutes of the Parish Meeting**  
**Wednesday 2<sup>nd</sup> April 2014 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  
County Councillor: Mrs Helena Windsor  
District Councillors: Mrs G Black, Mrs D Vickers, Mr T Elias  
Clerk: Mr R Brown  
Police: none  
3 Residents present

**Action By**

**47/14 Apologies for Absence.**

Mr D Cullen – sickness. Mrs S Ford - Holiday

**48/14 Declarations of Interest.**

None

**49/14 Public Forum – Residents requests.**

Parishioner advised on Marsh state, that there are now over 20 horses on there again, bad behaviour from owners etc. Could Council go ahead considering Marsh restoration? Do we have a deadline yet on Bye-laws, advised not yet. Would Council talk to the relevant people like Mr Komosa and Simon Elson about this to see if we could jointly make a start on the work prior to Bye-Laws? **RB**  
KRAG member disappointed that RAL have gone to the Secretary of State to appeal the Inspectors decision to Refuse Hard Runway. It would be costly to have to go to a further Inquiry. Test case reported the Wednesbury Case which may be used? Suggested a small campaign be started to lobby against refusal to defend the action. D.Cllr Elias said nothing has changed between TDC & R&BBC as they are all in total agreement in Refusal.

Parishioner also asked about the Village Email idea and where Council were on this. Reported that we had discussed this at the last Committee meeting and there was concern over cyber and virus attacks on a group email. D.Cllrs. all stated that Mr Harwood of Felbridge PC has created a similar system of distribution there and it was working well. They will copy Council details of this group email system so that we can evaluate it to see if we could work with this.

**50/14 Report from County & District Council – For information.**

District Councillors Elias and Black had nothing to report

C. Cllr Helena Windsor made a report on current road works by SCC Highways and overdue maintenance issues in Coopers Hill Road - landslip, Mid Street re-surfacing and A25. It was reported by PF that the pavement kerbstones outside the Village Hall are wrongly aligned. Marsh concerns, it was AGREED Clerk contact Simon Elson, SCC and Mr Komosa at TDC to ask if ditches could be dug/cleared prior to Bye-Laws being implemented, as it was felt the law is there already to dig ditches and prevent vehicular access. **RB**

**51/14 Police report & issues – taken earlier on the Agenda**

Clerk reported no Police Report received. No Police in attendance. He has spoken to the latest new team since last meeting and they seem pro-active on policing our Parish, BUT they cover Godstone, S Godstone, Bletchingley and Nutfield!

**END OF PUBLIC FORUM**

County & District Councillors and residents then left the meeting.

**52/14 Approval of the Minutes of the Parish Council Meeting held on 5<sup>th</sup> March 2014 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41)**

One item was incorrect, item 44/14 and this was amended

The Minutes were then **AGREED** and signed by the Chairman as a true record.

**53/14 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda**

None

**54/14 COMBINED COMMITTEE**

**55/14 PLANNING & DEVELOPMENT**

**55/1/14 Planning Decisions** by Tandridge District Council since last Combined Committee Meeting:  
As listed on planning schedule

**55/2/14 Current Planning Applications** – the following applications to be considered and comments agreed for submission to Tandridge District Council:

- **TA/2013/1708 1 Adlington Cottages, Nutfield Road, Nutfield..** Use of land as residential garden (Cert. of Lawfulness for an Existing Use)  
Dated 19/03/14 - 21 days - NPC comment by 09/04/14  
**NPC Comment – No Objection – but refer to landowner for agreed use**
- **TA/2014/388 Units 2-4, Dickenson House, 7a Mid Street, South Nutfield..** Change of use of units from office use (Class B1) to 4 flats (Class C3)  
Dated 19/03/14 – 21 days – NPC comment by 09/04/14  
**NPC Comment – No Objection – but designated parking bays for the new apartments to be enforced. No highway parking on Mid Street.**
- **TA/2014/425 Hawkesbury, Coopers Hill Road, Nutfield RH1 4HX.** Conversion of garage to provide additional residential accommodation.  
**NPC Comment – No Objection – Neighbours**
- **TA/2014/424 Avenue Cottage, The Avenue, South Nutfield, RH1 5RY.** Erection of dwelling with integral garage, landscaping and altered vehicular access on land adjacent to Avenue Cottage.  
**NPC Comment – No Objection – Neighbours**
- **TA/2014/440 Zephyr Cottage, Clay Lane, South Nutfield, RH1 4EG.** Demolition of existing single storey side extension. Erection of a two storey side extension to the north elevation.  
**NPC Comment – No Objection – Neighbours**

**55/3/14 Aviation matters**

**RAL Appeal** - update public meeting  
Discussed earlier

**55/4/14 TDC Bye-laws for Nutfield Marsh**

Update  
Discussed earlier

Contd. below....

**56/14 FINANCE & GENERAL PURPOSES**

**56/1/14 Finance**

**Agree Payment of March Invoices received**

**PAYMENTS FOR MARCH 2014**

**Signed on 2<sup>nd</sup> April 2014**

002723	Cancelled blank cheque for PWLB loan application		
002724	Hedleys Solicitors		
	New Field - Drainage and Search Fee		500.00 PAID
002725	Clerks salary – as per contracted terms		
002726	Clerks expenses		120.07
002727	Assistant to Clerk salary – as per contracted terms		
002728	H.M. Revenue & Customs		1457.54
	Income Tax + N.I. - as per contracted terms		
002729	P Forbes		
	Councillor Expenses RAL Decision meeting		23.98
D/D	BT - Invoice Q027TG		
	Internet Services broadband		111.26
D/D	BT - Invoice Q070M4		
	Telephone 01737 823191		198.03
002730	Mark Cottingham Landscapes - Invoice 1239		
	Woodland Burial Area		
	Labour to extend pathway + Materials	633.27	
	Mark Cottingham Landscapes - Invoice 1291		
	Cemetery		
	Spray & weed pathway	<u>60.00</u>	693.27
002731	Ken Hamilton – Invoice 374.59		
	Maintenance work		
	Nutfield Cemetery 01/03/14 - 31/03/14	220.00	
	Ken Hamilton – Invoice 374.60		
	Maintenance work		
	Nutfield Woodland Burial site 01/03/14 - 31/03/14	<u>140.00</u>	360.00
002732	Hire-a-Loo - Invoice 56898		
	Nutfield Fireworks Night		
	Hire of 2 toilets for event on 09/11/13	156.00	
	Hire-a-Loo - Invoice 58288		
	Cemetery/WBA		
	Service 01/02/14-28/02/14 @ £20.00 per week	<u>96.10</u>	252.10
002733	S Huseyin - Invoice 170		
	Book-keeping services		
	January & February Sage entries 4hrs @ £15.00ph		60.00
002734	Redhill Farm Services - Invoice 6407		
	Allotments		
	Supply 4 Troughs, Fittings and install		
	Install Tap into water main	1177.20	
	Redhill Farm Services - Invoice 6422		
	Storm Damage		
	Take down tree overhanging Church Hill		
	Clear bushes from footpath	<u>64.80</u>	1242.00
002735	Colin Smith Planning		
	RAL Appeal - 50% Share with S&SPC		954.30
002736	SSALC Ltd - Invoice 7461		
	New Councillor Training Course - 13.3.14 - S. Ford		60.00
002737	S Hayes - Assistant to Clerk Expenses		<u>32.59</u>
	<b>TOTAL PAYMENTS</b>		<b><u>9832.39</u></b>

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

**Note: Chairman proposed that proposer and seconder Councillors also sign cheques - Agreed**

**56/2/14 On-line Banking**

Clerk has 2 sets of forms to be completed and sent to Bank but is investigating with SSALC and NALC regulations on agreed method of working on-line banking

**56/3/14 Annual Meeting**

Items for inclusion

Casual Vacancy on noticeboards plus general notice announcing Annual Meeting  
Cllr Sandiford wishes to step down as Planning chairman but happy to continue as chairman of F&GP committee. Clerk check if Cllr Cullen will continue as E&A chairman.

RB

**56/4/14 Standing Orders**

Amendments to be made and Clerk checking with SSALC for any new NALC changes as new Finance Regulation is long awaited from NALC.

RB

**56/5/14 Parish Assembly**

Meeting content and speakers

Clerk reported confirmation of attendance by the Dementia medical team at East Surrey Hospital who will make a presentation on Dementia and care for the community plus details on the creation of Foundation status for the SASH Hospital Group  
Members of the Royal British Legion Nutfield Branch speaking on their WW1 Remembrance events during the year. Clerk will report on new projects. Simon Elson of SCC may speak on land issues.

**56/6/14 New Field**

Update on acquisition progress

Clerk reported Hedleys have issued Searches on the land to TDC and S&ESWCo. The PWLB finance should arrive into NPC bank account this week ready to transfer to Hedleys for completion. Clerk, Sean Hayes and Mr Fletcher had made a site visit to the field and located the main sewer crossing the field, and inspection showed no problems with flow. The wet area at the north of the field is caused by 3 rubber dams blocking the stream in the corner adjoining the allotments. This may have been installed to increase the allotment pond depth but is not allowing the water to flow along the ditches. It will be opened to see if that assists drying out process.

**56/7/14 Cemetery/Woodland Burial Area Parking**

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

Clerk waiting to hear from JLL in Birmingham who are selling the land for Evonik on progress and availability of the parking area

WBA Tablets orders

All delivered and installed

Woodland Burial area footpath

Work completed and now in better condition

**56/8/14 Assistant to the Clerk**

Report - attached to Minutes

**Close meeting**

**Memorial Hall**

**New Building**

Update of construction process & Utilities

Revised Plans now with TDC planning. Richard Coffey held a meeting with the planning officer regarding all the amendments and that was all agreed. However it must go through the Statutory Process but should be agreed by the last week on April and commencement work is booked for the first week of May

Finance – update, Grants

Finance sheet distributed and balances shown. We should have adequate funds for fit-out and landscaping

**Re- Open meeting**

**57/14 ENVIRONMENT & AMENITY**

**57/1/14 Nutfield Marsh**

JJ Franks application

Nothing to report to date

**57/2/14 Jubilee Fields, South Nutfield**

Fields, Hedges, Ditches condition

4 horses in corner BRI field and 3 in new field, advise landowners to tell horse owners to remove  
Cllr Reeve reported the fields to be in really good condition

SCC kissing gates

These have been requested and will be fitted once new field is acquired

Campden BRI

Awaiting update from them on land maintenance and corner field. Clerk had advised them of horses

Sub-committee update

No meeting yet, will hold asap

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

Land security

Requested vendor of new field installs new gates/fencing on north side of field and repairs ditches  
Lights along lane, in discussion with neighbours.

**57/3/14 Parish Council Land**

Update on Parish land & trees state following storms

No more tree damage. Toilet broken into at Cemetery, pump and other items stolen.  
NPC storage box also broken into but nothing taken. SH called 101 and crime reported

**57/4/14 Highways, Traffic & Parking**

Roads & Highway incidents/Speeding

Discussed SCC 20mph scheme outside Schools to be launched by SCC. Agreed Clerk respond by 25 April in positive for South Nutfield, stating area from Kentwyns Rise to Railway Bridge as a possible start.

**RB**

**57/5/14 Allotments**

Update

Water turned on. No adverse reaction to Troughs. SH sending out new contracts and letters.

**58/6/14 Clerks Report –**

Nutfield Link - May copy items

Parish Assembly, report on fields, Police report

TDC Winter Servicing Pavement scheme – update

N/a no snow - remove

Any other items

None

**59/14 Matters for reporting or inclusion on future agenda**

None

**60/14 Other matters- for information only**

Clerk to arrange AGM for Memorial Hall AGM on Wednesday 14 May 2014 in Committee Room  
Village Hall @ 7.30pm. Check with booking clerk that this date is free and if so book the room. **RB**

Parish Office – call from Paul Murray re woodworm treatment in Village Hall. Carpet to be removed  
from Parish Office prior to Tuesday 15 April. Clerk arrange carpet fitter to remove carpet prior to that  
date and re-fit when work is completed **RB**

Village e-mail. Clerk reply to Parishioner that council will consider the Felbridge plan when it is  
received, what the District Councillors stated about the working of this plan and consider it carefully  
before reaching a decision. **RB**

**61/14 Dates of next meetings:**

**Combined Committee Meeting – P&D, F&GP, E&A – 16<sup>th</sup> April 2014**

**Council Meeting – 7<sup>th</sup> May 2014 - 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**

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Signed, Chairman, 7<sup>th</sup> May 2014

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