

Nutfield Parish Council
Minutes of the Parish Meeting
Wednesday 1st July 2015 at 7:30pm
Committee Room Nutfield Village Hall

Present: Cllrs: S Renaut (Chairman), D Dowden, S Ford, K Sandiford, J Johnson, P Murray, D Cullen
District Cllrs Mrs D Vickers & Mr T Elias
County Cllr Mrs H Windsor
Retired Clerk: Mr R Brown in attendance only to officiate until new Officers appointed
Asst. Clerk: Mr S Hayes
9 Residents present

Action By

102/15 Chairman open meeting

Due to the Parish Clerk retiring from office, the appointment of the Proper Officer (S Hayes) and the Responsible Financial Officer (S Renaut) took place.

Agreed

Mr Brown left the meeting.

102/15 Public Session –20 Minutes allowed

A resident raised the overgrown footpaths on Kings Cross Lane between Kings Mead to the Avenue. DC will add it to add to his list. **DC**

P Forbes requested that a representative from NPC be appointed to the TAG-A25 group, now that Council was at full strength.

A resident enquired why the grass verges were cut so early when wild flowers are still producing flowers. This is SCC responsibility.

A resident asked about night flying by helicopters and who restricts them. DC explained that a complaint needs to be logged by the resident. DV will take this further with concerned residents.

A resident raised concerns about the leaflet correspondence.

A resident discussed the recent accidents on the High Street. This is Surrey Highways responsibility.

A Church Hill resident asked about implementation of the 20mph speed limit as was mentioned in a recent planning application for Nutfield Day Nursery. Planning committee to investigate.

A resident registered her concerns about the Green Belt review.

103/15 Report from County & District Councillors – for information - 10 minutes allowed

TE explained the methodology and timing of the Green Belt review.
He explained there is no plan to change the green belt despite concerns.

DV reported that speed watch needs more volunteers.

HW will find out who should be cutting hedges at SCC. She reported that some funding is available for this kind of work and can be applied for. HW to email details to NPC.

HW

She reported that speed limits on A 25 are to be reviewed this year and hopefully this may include 30 mph for Mid Street. Documentation is now there for a new 20mph limit outside Nutfield School. She will look into Church Hill for a 20mph speed limit outside the Day Nursery.

HW

Kings Cross Lane is due to have drainage work this year.

104/15 Police Report

8 crimes reported

June 2 Park Works Cottages High Street – Steel workshop broken into and tools stolen and a Honda pressure washer

June 3 Mole valley traders, Kings Mill Lane – theft from Agricultural Store – 2 suspects.

June 4 Blacklands Meadow – car keyed

June 8 Vantage House 1a Mid Street – Burglary with £200 and personal information stolen

June 13 and 14 Nutfield Marsh – Horse and cart on marsh

June 17 Peyton's Cottages, Nutfield Marsh Road – Garage broken into and van damaged.

June 17 Mid Street – males boxing in Street

June 22 Peyton's Cottages, Nutfield Marsh Road – Shed and van broken into

June 30 Nutfield Marsh Road – Altercation over vehicle parked in private lane

June 81 Trindles Road – a number of calls about ongoing issues have been received.

The Horse on Jubilee field is now in a shelter in Norfolk

A male is to be charged with damage to a caravan earlier in the year on Kings Cross Lane.

Warnings were given that in the current hot weather keep windows closed when not in the house.

A resident asked if we could hear of updates of crimes reported. The police present noted this request.

PM asked about neighbourhood watch. PCSO V Seymour replied that approaches by volunteers should be made, via her, to the Crime Reduction Officer.

End of Public Session- Lasted 1 hour

105/15 Apologies and reasons for absence

Cllr. Reeve (working) and D.Cllr Black.

106/15 Declarations of Interest

None

107/15 Approval of the Minutes of the Parish Council Meeting held on 3rd June 2015 and Combined Committee Meeting on 17th June to be agreed and signed as true records. (LGA 1972 Sch.12 s41)

PM queried the substance of the proposed meeting with Mr Barber and IR.

Minutes signed and agreed as a true record.

108/15 Matters and action points arising from Minutes –

DM raised minute point 95/3/15 from the 3rd June meeting:

For clarification, we will be adopting the mailing list to communicate to parishioners.

Minutes from CC meeting 17th June 2015: PM raised the question of new lighting on the runway.

DC will write to Ms Bartaby to get clarification.

DC

109/15 Working Groups

Ratify new structure for future meetings

Proposal – To form 3 working groups and hold 2 Council Meetings per month. The first for Finance and Planning decisions, with other urgent matters, and the 2nd for Planning and Environmental, with other urgent matters. These to take place on the first and third Wednesdays of the month at 7.30pm, excluding August. This to be for a trial period of 3 months, starting in July.

KS raised question of website and what to do during the trial period.

DM to compose a piece for the website and the Link to inform of changes.

Proposed SR seconded KS and all in favour.

DM raised a query about delegated powers for the Memorial Hall Working Group. SR to find Trust Deed, which needs updating. Also Terms of Reference needed. **SR/DM**

110/15 PLANNING & DEVELOPMENT

110/1/15 Planning Decisions by Tandridge District Council since last meeting:
As listed on planning schedule

110/2/15 Current Planning Applications – the following applications to be considered and comments agreed for submission to TDC;

110/3/15 2015/1031 Maple Farm, Clay Lane, South Nutfield.
Demolition of existing workshop, storage building and 2 bay stable block. Erection of workshop/storage building
Dated 12/06/15 – 21 days – NPC comment by 03/07/15
NPC Comment – No objection – Neighbours

111/15 FINANCE & GENERAL PURPOSES

111/1/15 Agree Payment of June invoices

PAYMENTS FOR JUNE 2015

Signed on 01 JULY 2015

Chq No.		£	£	
2920	Roger Brown – Clerks salary- as per contracted terms			
2921	Roger Brown - Clerks expenses		323.04	
2922	Sean Hayes - Assistant to Clerk- as per contracted terms			
2923	Sean Hayes - Assistant to Clerk expenses		9.00	
2924	H.M. Revenue & Customs - Income Tax + N.I.		467.18	
2925	Councillor Expenses - K Sandiford			
	Apple TV, Bag, HDMI, Laser Pointer + Batteries		76.05	
D/D	BT - Invoice Q032 EL			
	Internet Services broadband		106.09	* PAID
D/D	BT - Invoice Q075 5S			
	Telephone 01737 823191		183.25	* PAID
2926	BluePixelDesign Ltd			
	Website Design & Created, Consolations amends & 2 licences		878.40	
2927	Ken Hamilton – Invoice 391.2			
	Maintenance work			
	Nutfield Cemetery 01/06/14 - 30/06/15 inclusive		375.00	
2929	SSALC Ltd - Invoice 8360			
	New Councillor Training 3 June - J.Johnson		<u>60.00</u>	
	TOTAL PAYMENTS		<u>3850.06</u>	

Note: Items * PAID by DDR

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

111/2/15 Annual Return of accounts 2014/15

Approve and agree Section 1 - Audit Accounting Statement 2014/15

Proposed by SR. Vote - 6 For and 2 abstentions (PM & JJ had not seen accounts sent by email)

Approve and agree Section 2 – Annual Governance Statement 2014/15

RFO to send with supporting documents.

Proposed SR Vote - 6 For and 2 abstentions (PM & JJ had not seen accounts sent by email) SR

111/3/15 New Clerk – New closing date for applications 10th July. New Timetable issued by SALC.

- Locum Clerk – discuss if needed

- Discuss possible extra hours for RB and duties of SH during July

Decision to discuss further after handover from RB on Monday 6th July

SR/DD/DC/KS/SH/RB

SR asked for holiday dates from every one for her records.

ALL

111/4/15 Training evening at Nutfield – No further discussion

Priority - DM and PM need to attend New Councillors training.

DM/PM

111/6/15 Assistant to the Clerk – Report to be taken as read – H&S report

Attached

111/7/15 Request from a Parishioner to publish Meeting Minutes earlier

New structure will address this. SR to email Mr Chapman outlining the changes.

SR

112/15 Environment and Amenity Working Group

Any urgent matters

DC will write to SCC to chase them up about the cutting of hedges overhanging pavements in the village. It was suggested residents be visited by SH and asked to cut hedges outside their properties where needed. Offers of help by NPC if residents not able to comply.

SH

BIFFA meeting 9th July at the depot 6.30. PM will check his diary for availability.

PM/SF

Fire training by Surrey fire service for 7th July. No-one available to attend.

Cemetery - grave items to add to client Memorial order: to be discussed at next meeting.

113/15 Clerks Report – Nutfield Link – August copy.

IR to take over as Press Officer. IR to be asked to write a piece about RB for the Link.

Any offers to add to his prose please let him know.

Email system and new committee structure

**IR
DM**

114/15 Matters for reporting or inclusion on future agenda

Playground at Memorial Hall - SF

Public Session discussion - DM

DM to call a meeting and hopefully all will be able to attend relating to governance etc

Redhill Aerodrome - meeting with Ann Bartaby to be organised - DC

115/15 Other matters- for information only

Dates of next meetings:

- **Parish Meeting P&D & E&A 15th July 2105 Memorial Hall, Nutfield 7.30pm**
- **Parish Meeting –NO MEETINGS IN AUGUST unless for urgent business**
- **Parish Meeting P&D & F&GP 02 September 2015 Memorial Hall, High Street, Nutfield 7.30pm**
- **Parish Meeting P&D & E&A –16th September 2015. Memorial Hall, Nutfield 7.30pm**

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

Signed..... Date.....

Assistant Clerk Report to Full Parish Council – July 2015

Cemetery and Woodland Burial Area

- Small ashes for Baby Oliver put in last Monday and Mr. Lea of Ridge Green to be buried in cemetery tomorrow.

Allotments

- All rents in for the occupied allotments
- Open day in September, the first Sunday with Veronica Hamilton and Margaret Allen organising and have already alerted Allotmenteer's.
- Two quotes for fencing now in and when I confirm the third I will pass on the details to the chair of finance to discuss with his working group.

Roads

- Lovely driving down Mid Street so I don't come across many carbuncles now.

Health and Safety

- Review due very soon and will liaise with IR when it can be done.