

Nutfield Parish Council
Minutes of the Parish Meeting
Wednesday 1st April 2015 at 7:30pm
The Memorial Hall, High Street, Nutfield

Present: Councillors: Mrs S Renaut (Chairman), Mr D Cullen, Mr D Dowden, Mrs S Ford,
Mr I Reeve Mr K Sandiford
C.Cllr Mrs H Windsor
D Cllrs Mrs. D Vickers, Mrs. G Black, Mr T Elias
Clerk: Mr R Brown
Asst. Clerk: Mr S Hayes
Paul Barton TDC
Simon Elson SCC
18 Residents present

Action By

48/15 Chairman open meeting

49/15 Apologies and reasons for absence

Apologies received from Cllrs D Miller – away; S Collecott – work. Apologies accepted.

50/15 Declarations of Interest

DD is a resident of Morris Road and RB and SH let it be known they also are residents.

51/15 Public Forum – Residents requests – 15 minutes

The following points were raised by residents:

- Enquiry about non-response to previous correspondence
- Planning application for change of use at Project House, Morris Road
- Speed restrictions on the A25
- Council response on Gatwick Consultations
- A summary of the situation on the Marsh given by Paul Barton and Simon Elson

52/15 Report from County & District Councillors – for information

C.Cllr Windsor reported that the Memorial Hall has been booked in September by the local committee and encouraged parishioners from Nutfield to come along to it. She also said she would work to get the gullies on Mid Street cleared. She also raised the situation with the kissing gates and reported that Sarah Jenman had retired. She stated that submissions on flight changes at Gatwick are best done as individuals.

D.Cllr Black noted that the queue of lorries to the landfill site on Cormongers Lane was 30 deep that morning and was causing disruption on the A25.

D.Cllr Vickers had logged a repair needed for outside the Memorial Hall.

Members of the Marsh community then listened to Paul Barton and Simon Elson from TDC as to the next stage in the clearance and restoration of the Marsh. PB gave an update of the present situation and noted only 3 horses remained and they were working with the owners to remove them. Once they were all gone contractors and volunteers ready to move to start restoration. SE gave a summary of the environmental requirements for the restoration and with the great crested newt common in the area does mean many regulations have to be followed to the letter. The clear up was expected to start in mid-April and the offer of help from NCC was noted. SE noted that a risk assessment was needed for the clear up and IR offered his services as a qualified assessor.

53/15 Police – Report to be taken as read. Any items to bring to Councils attention

No report. It was noted that the police do not come any more

END OF PUBLIC FORUM

54/15 Approval of the Minutes of the Parish Council Meeting held on 04th March 2015 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41)

Approved and signed as a true record of the meeting.

55/15 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda

Close meeting

Memorial Hall Trust - agenda items

None discussed as RAC not in attendance and meeting TBA as soon as possible

Re-open meeting

56/15 COMBINED COMMITTEES

57/15 PLANNING & DEVELOPMENT

57/1/15 Planning Decisions by Tandridge District Council since last Combined Committee Meeting:
As listed on planning schedule

57/2/15 Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council:

TA/2015/507/NC Project House, Morris Road, South Nutfield. Change of use from Class B1 (Business) to Class D1 (Children's Nursery). (Prior Approval part 3 class K)
Dated 11/03/15 – 21 Days – NPC comment by 01/04/15 (Extension Approved)

Object - list of points from parishioners/NPC comments, also why no NPC consultation. (RB/DD)
RB to pull together all the points from various letters on the application.
DD abstained from voting

TA2015/468 Hale Farm, Kings Cross Lane, South Nutfield.. Conversion of Barn to a two-bedroom dwelling

Dated 13/03/15 – 21 Days – NPC comment by 03/04/15

This is a resubmission of TA/2014/1776 - RB to check our last comment and status - presumed withdrawn? (Re-state last comment - cannot see anything different other than using an Appeals Services Agent for writing new submission)

TA/2015/545 Burnside, The Avenue, South Nutfield.. Demolition of existing conservatory. Erection of single story extension to south east elevation. (Certificate of Lawfulness for a Proposed Use or Development)

Dated 17/03/15 – 21 Days – NPC comment by 07/04/15

NPC Comment – No objection – Neighbours

TA/2015/549 10 Kings Mead, South Nutfield. Erection of two story side extension incorporating front porch.

Dated 17/03/15 – 21 Days – NPC comment by 07/04/15

NPC Comment – No objection – Neighbours

TA/2015/582 15 Morris Road, South Nutfield. Demolition of existing garage, car port and conservatory. Erection of two storey front/side extension and single storey rear extension.

Dated 20/03/15 – 21 Days – NPC comment by 10/04/15

NPC Comment – No objection – Neighbours

57/3/15 Rural Affordable Housing project–Update

Recommendation to permit has gone to main committee for discussion on April 9th where IR will present the case for NPC.

A decision was taken to prepare a statement for parishioners pointing out the role of NPC in the whole planning process. It was decided to ask CF to go through the planning submission and highlight points that need to be raised and send them to the committee members at TDC as there appeared to be a number of inaccuracies in the submission.

57/4/15 Neighbourhood Plan–Update

SC was absent but SF informed the meeting that Frank Myers was willing to come and speak to Council about which plan to go ahead with and what Woldingham are doing. He thinks we should go for funding and try to get it asap. It was suggested that SC go ahead with this urgently. There was a vote for the plan in principal. SC invited to investigate funding that may be available.

57/5/15 Tandridge District Housing and Economic Land Availability Assessment – Discussion on report SC to include this in her ongoing investigations for the neighbourhood plan.

57/6/15 Aviation Matters – RACC & Gatwick Airport Flight Path Consultation– Update

Steve Hanks was asked if he would help advise on aviation matters, using his expertise in this field, and submit recommendations for the Parish Council to approve. He subsequently agreed to help.

57/7/15 TDC Bye-laws for Nutfield Marsh– Update

Discussed in Public Forum

58/15 FINANCE & GENERAL PURPOSES

58/1/15 Finance

Agree Payment of March Invoices received

PAYMENTS FOR MARCH 2015

Signed on 01 April 2015

Chq No.		£	£
2880	Nutfield Memorial Hall Grant		1,000.00 * PAID
2881	Nutfield Memorial Hall Annual Rental for Hall Hire NPC Meetings + Parish Assembly		546.00 * PAID
2882	Roger Brown – Clerks salary – as per contracted terms		
2883	Roger Brown - Clerks expenses		12.15
2884	Sean Hayes - Assistant to Clerk salary – as per contracted terms		
2885	Sean Hayes - Assistant to Clerk expenses		88.38
2886	H.M. Revenue & Customs - Income Tax + N.I. – as per contracted terms		
D/D	BT - Invoice Q031 A1 Internet Services broadband		115.76 * PAID
D/D	BT - Invoice Q074 1O Telephone 01737 823191		213.01 * PAID
2887	Carole Forrest - Invoice 14/1504 Drafting NPC response to HCH revised & new documents		210.00
2888	GACC 2015/16 Subscription		10.00
2889	Ken Hamilton – Invoice 388.74 Maintenance work Nutfield Cemetery 01/03/14 - 31/03/15 inclusive		80.00
2890	S Huseyin - Invoice 199 Book-keeping services - February 2015 Sage entries		150.00
2891	Mulberry & Co - Invoice 2028 Professional services for interim internal audit for 2014/15		204.84
2892	Platypus Anchors Ltd - Invoice 39980 1 - S8 8mm Large Soft Eye earth anchor (Cemetery Bench) Hire of drive rod - FOC		44.64
2893	Pro-Alarm Service & Installations Ltd - Invoice P.S.I.12526 Memorial Hall Extinguisher Commission/Service		72.00
2894	Surrey ALC Ltd - Invoice 1862 Surrey ALC 2015-16 Subscription	571.89	
	2011 NALC 2015-16	<u>112.62</u>	684.51
2895	Redhill Farm Services - Invoice 6693 Collect security fencing Memorial Hall deliver to Allotments Cut down trees in Mid Street, Trim hedges in Jubilee Field 3		576.00
2896	Councillor Expenses Claim – D Dowden Memorial Hall Bookings Mobile Phone top-up		20.00
	Tandridge District Council - a/c 70730095 Cemetery small business rates 01.04.2015 to 01.04.2016		
	Gross Charge (NCA)	91.68	
	Small Business Relief (RV191)	<u>91.68</u>	
	Total Liability for Period	0.00	<u>0.00</u>

TOTAL PAYMENTS **8,555.18**

* Payments made by Direct Debit

RESOLVED: Proposed Councillor Dowden Seconded Councillor Sandiford, AGREED

58/2/15 Risk Assessment

None

58/3/15 New Councillor discussion and information with SSALC

SH pointed out a meeting in Smallfield on May 18th from 1-3pm

58/4/15 New Jubilee Fields

Update on site work and SCC

Gates of kissing gates had been removed as requested by SCC.

58/5/15 Assistant to the Clerk –Reports – H&S report,
Attached

58/6/15 Style of minutes

SH showed Chiddingfold PC minutes and will now try to use that style. Email protocol standard response to be looked at to see how it can be done and it may be possible to do it from the web site.

59/15 ENVIRONMENT & AMENITY

59/1/15 Nutfield Village Hall

Update on meeting. Finance. Minutes.
None

59/2/15 Highways, Traffic & Parking

Other than reported in Public Forum.
Road repairs, Mid St & Cormongers Lane flooding - ESWCo. Standpipe overflows, SCC drains
Drains discussed on Assistant Clerks report

59/3/15 Clerks Report –

Nutfield Link – May copy. Any other items
Item to be prepared showing achievements and plans of NPC.
Parish assembly and Grand Opening of Hall and space available on allotments to be mentioned

60/15 Matters for reporting or inclusion on future agenda

61/15 Other matters- for information only

KS discussed his progress on the new website. The text has been revamped and DC proof read. Once done he will check with Mark Walker when he is ready to load it up. Mark Walker is also setting up the Hall web site including the photos done by Harald. Geekenbrow will be told that their services are no longer required will be asked for the final account.
The resignation of Roger Brown was discussed and as he confirmed he will work his notice period it was accepted. The chair praised the work he has done for the council and the village over the last nine years. It was suggested Council ask Isabelle Mouland at SSALC who will advise with the New Clerk selection process. They will provide an independent service.

62/15 Dates of next meetings:

Next Council Meeting 06 May 2015 - Memorial Hall, High St. Nutfield @7.30pm
Combined Committee Meeting – P&D, F&GP and E&A – 15 April 2015
Venue – Parish Office, rear Village Hall, Mid Street, South Nutfield @ 8.00pm

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

Signed Chairman, 6th May 2015

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

Assistant Clerk Report to Full Parish Council – April 2015

Cemetery and Woodland Burial Area

- Three services at the cemetery and WBA this month and another interested client viewing tomorrow.
- New bench now anchored.
- Local vicar very appreciative of WBA on her first visit last week even though there was a downpour at the time.

Allotments

- Letters have gone out before the end of March.
- Decide to hold on BACS and take cheques this year as there is uncertainty over which bank NPC will hold its account.
- A number of plots and half plots are available for rent.

Roads

- Still awaiting action over the drains and gullies outside 18 to 20 Mid Street. Cllr Windsor has been alerted to the situation twice this month. My clearing of mud from the side of the road had little impact, mainly because the camber of the road where SESWC repaired drains or pipes a few years ago left an uphill gradient for the water to negotiate next to the east side of the road. This means the water running down the hill is directed towards the middle of the road and leaves that part of the road susceptible to black ice.
- Confusion reigns over resurfacing of Mid Street from all of it, half of it or only the part that needs least repair. We await SCC to act on this imminently (last year it was also imminent even to the signpost stage, twice).
- The Copse is now repaired and residents generally very appreciative – although someone did think it would allow cars to speed round the bend when they were previously forced to slow down.

Health and Safety

- Benches at Nutts Corner and Village Green have been sanded down and paint purchased but weather has put applying it on hold. Once 2 days of fine weather have elapsed I will apply it.