

Nutfield Parish Council
Minutes of the Parish Meeting
Wednesday 4th March 2015 at 7:30pm
The Memorial Hall, High Street, Nutfield

Present: Councillors: Mrs S Renaut (Chairman), Mrs S Collecott, Mr D Cullen, Mr D Dowden, Mrs S Ford, Mr D Miller, Mr I Reeve Mr K Sandiford
C.Clr Mrs H Windsor
Clerk: Mr R Brown
Asst. Clerk: Mr S Hayes
Mrs C Forrest
7 Residents present

Action By

32/15 Chairman open meeting

33/15 Apologies and reasons for absence

Cllr I Reeve working, District Councillors at meeting

34/15 Declarations of Interest - None

35/15 Public Forum – Residents requests – 15 minutes

Resident expressed concern about speed of traffic along the High Street, the damage being caused to buildings and danger to pedestrians, along with the apparent lack of local Speedwatch. CF confirmed that Speedwatch had recently been in action and 6 cars were caught over the limit and will be written to by Surrey Police. Concern also about the lorries driving by and mud and dirt being left behind. DC has been lobbying SCC about this but they only clean in May. Most of the gullies are blocked solid. There is a need to contact BIFFA plus SCC to address this. The height and depth of vegetation on the High street at the eastern end was noted. It is dangerous on the pathway for mothers and young children in prams. RB has left a message for Biffa to contact him about these points. HW will contact SCC.

Resident asked if a grit bin could be located on the corner of Kings Cross Lane and Nutfield Park as it is dangerous in icy weather & many ambulances use the road. RB has contacted SCC about this.

The drain under the culvert on Kings Cross Lane has been found by SCC and dug out but the culvert is still blocked leading to continued flooding on their land. The repair is still needed and a traffic incident reported. Request that Council ask SCC Highways to extend the 30mph limit along Kings Cross Lane eastwards to the road junction at North Lodge. HW said she will discuss this with SCC.

Resident reported on the state of the Marsh and reported D. Cllr Vickers contacted Paul Barton and eviction notices are being erected today. Letters to owners are in hand requesting horses to be removed immediately. Any horses left go to auction. Police informed and will work with TDC. Once clear, bunds and ditch clearance to commence.

Resident enquired about the web site and when will it be ready. It is being updated. Council currently obtaining quotations. We are still waiting for repairs to be completed. DC thinks it will take longer than one month to resolve properly.

36/15 Report from County & District Councillors – for information

C.Clr. Helena Windsor has reported state of the footpath to SCC. She gave the response from Highways on the state of the gullies and the difficulties in cleaning the drain covers. Signs are also in desperate need of cleaning. Traffic signage on A25 and Mid Street allowing for 30mph signs to be altered. Dangerous roads can be logged with 101.

Spring on Mid Street discussed and blocked land drain appears to be the problem. Resurfacing of Mid Street due to be done in April and asked to extend this up to North Station approach. Pavement outside Hall and Copse due to be done. Pavement can only be done in School Holidays.

HW asked about the problem with the kissing gates and RB explained what the situation was and it will be discussed on the agenda.

SH reported situation with leaks on Mid Street. The mains leak has been stopped but further up it is blocked gullies which need clearing but if cars are there they will not be cleared. HW will look into this with the other blocked gullies.

D.Cllr Vickers sent in a written report which the clerk read.

37/15 Police – Written email report read which will be published in Link and on NPC web site.

END OF PUBLIC FORUM – 8.22pm.

38/15 Approval of the Minutes of the Parish Council Meeting held on 04th February 2015 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41)

SC and DM abstained voluntarily from voting on planning application TA/2014/1977.

Approved and signed as a true record of the meeting

39/15 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda

None

40/15 COMBINED COMMITTEE

41/15 PLANNING & DEVELOPMENT

41/1/15 Planning Decisions by Tandridge District Council since last Combined Committee Meeting:

As listed on planning schedule

41/2/15 Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council:

TA/2015/281/TPO.. Nutfield Park Farm, Nutfield Park, South Nutfield... TPO8, 1998 (T) – Fell 1 oak; deadwood & crown clean all remaining trees

Dated 24/02/15 – 21 days – NPC comment by 17/03/15

NPC Comment – No objection – Neighbours

DD raised question on tree work on land off The Copse trees felled and left with broken fencing left. RB has reported to land agents Rayners in Godstone.

41/3/15 Rural Affordable Housing project – Update

CF discussed the letter to the planning authority. All comments made were incorporated into the response and the latest version now presented. Discussion took place on the content of the letter and it was decided to make a final draft which CF will circulate once finalised. As the planning meeting will now take place in April at the earliest there is more time to prepare the response. Councillors were concerned at the comments of the developers with NPC and parishioners. Their revised plan shows inaccuracies. It was noted that TDC have followed due process but non-factual statements appear in leaflets distributed in the area. It is possible that no Housing Association has yet to commit to the project. If this is the case G. Keeping at TDC had previously stated that if there is no agreed Housing Association on board then the plan will be rejected. CF is to find out if Thames Valley HA is a partner in the project. A letter also needs to go to the District Councillors outlining our problems with procedures. Various aspects of the way ahead were discussed including social media, local press, local radio, Nutfield Link and it was finally agreed unanimously that a letter should be sent to the Chief Planning Officer outlining NPC's feelings on the matter. The new letter will be placed in the notice boards. IR has agreed to read out the Council's presentation at the Full Planning Committee meeting. Discussion took place on the pros and cons of the council setting up a Twitter account to help get information out to the Parish. SC emphasised the importance of judgement in all these aspects of social media. KS did remind council that there is an NPC Facebook page.

41/4/15 Neighbourhood Plan- Update

SC reported that she had sent a paper round to councillors to read whether they want a Neighbourhood Plan or a Parish Plan. Both plans can be adopted and used by planning officers. A lengthy discussion took place on the benefits and pitfalls of both plans, other Parish Councils schemes were quoted and it was agreed the council will look at the Woldingham PC scheme as an example, and examine the costs and time levels incurred. Talk to SSALC to see what advice they offer as well. SC/SF to continue to attend the meeting with Sarah Thompson at TDC on 16th April.

41/5/15 Aviation Matters – RACC & Gatwick Airport Flight Path Consultation – Updates

None on RACC

There is a need to discuss the second runway proposal at Gatwick. It was agreed to ask Steve Hanks for his input on this and ask if he would consider being the council's representative and write a submission for council. It was suggested that his Gatwick Runway submission on behalf of the Conservation Society be circulated to the councillors. Council can then decide on the submission.

41/6/15 TDC Bye-laws for Nutfield Marsh – Update

DC will talk to Ray Winder to ask of any further progress

42/15 FINANCE & GENERAL PURPOSES

42/1/15 Finance

Agree Payment of February Invoices received

Signed on 4 March 2015

PAYMENTS FOR FEBRUARY 2015

Chq No.	£	£
002864	Nutfield Memorial Hall	
	Donation of funds	30,000.00
002865	Mr R A Coffey - Memorial Hall expenditure	630.18
002866	Nutfield Memorial Hall	
	Donation of funds	10,000.00
002867	Roger Brown – Clerks salary – as per contracted terms	
002868	Roger Brown - Clerks expenses	152.79
002869	Sean Hayes - Assistant to Clerk salary – as per contracted terms	
002870	Sean Hayes - Assistant to Clerk expenses	63.54
002871	H.M. Revenue & Customs - Income Tax + N.I. – as per contracted terms	
002872	Councillor Expenses Claim - D Dowden	
	Memorial Hall Expenditure-	
	Mobile Phone for Bookings Secretary	19.99
002873	Richard Coffey Consultancy - Invoice RAC/MHT/SC001/01	
	Consultancy and Project management new Memorial Hall	6,750.00
002874	Mr R A Coffey - Memorial Hall expenditure	
	Hose union key, Matal gas box key	12.82
002875	Carole Forrest - Invoice 14/1503	
	Drafting NPC Statutory response to TDC CPO	166.25
	Preparing guidance note for NPC	
	Attendance TDC Meeting and pre meeting brief	<u>200.00</u> 366.25

Please note these are draft minutes until approved and signed at the next meeting
 PAYMENTS FOR FEBRUARY 2015 -contd

002876	Broker Network Ltd - Inv 17298147 Came & Company - Memorial Hall Local Council Scheme Aviva Insurance increase in cover		116.00
002877	Ken Hamilton – Invoice 387.62 Maintenance work Nutfield Cemetery 01/02/14 - 28/02/15 inclusive		240.00
002878	M F Lansley Parish Office & Memorial Hall Collection of 2 tables and delivery to above		82.00
002879	Nutfield Village Hall Ltd - Invoice 15/141 Hire of Village Hall Meeting Room 07 Jan 15	20.00	
	Hire of Village Hall Meeting Room 04 Feb 15	<u>20.00</u>	40.00
D/D	Sutton & East Surrey Water - Bill No.45 Water services to Cemetery 01/08/14 to 23/02/15	14.96	
D/D	Sutton & East Surrey Water - Bill No.51 Water services to Allotments 07/08/14 to 23/02/15	<u>48.72</u>	<u>63.68*</u>
TOTAL PAYMENTS			<u>50,391.83</u>

* Payments made by Direct Debit

RESOLVED: Proposed Councillor Ford, Seconded Councillor Miller **AGREED**

Finance contd..

- The Memorial Hall account is short of funds so can NPC be billed in advance for hiring Proposed KS Seconded DM voted and unanimously accepted.
- The Biffa grant to Memorial Hall is due in April. DD to check with GD on the expected income from bookings.
- The Memorial Hall account still needs £1000 from NPC account to allow working capital Proposed DM Seconded DC voted and unanimously accepted

Bank Balances on accounts

These had been circulated

42/2/15 Risk Assessment

RB pointed out items that have been amended and highlighted, plus the need to add further headings

42/3/15 New Councillor discussion and information with SSALC

Council noted correspondence from a parishioner in which concerns relating to the appointment process for new councillors had been raised. It was further noted that Council had taken advice on the matters raised therein and was satisfied that the matter had been dealt with correctly, in accordance with the independent advice obtained. Following careful consideration, it was therefore agreed that the concerns raised by the parishioner were unfounded. The Council proceeded to express its unequivocal support for the Chairman and Clerks' handling of the matter.

42/4/15 New Jubilee Fields

Update on progress of work

The situation regarding the kissing gates was discussed. KS asked what would happen if we remain in status quo. HW and DV still chasing up TDC. HW will request a delay at SCC so that she can obtain further formation to take back and discuss the situation with them. Advice is being taken from lawyers and council is awaiting their response.

Notes from lawyers would be useful in pressing council's case.

42/5/15 Assistant to the Clerk

Report attached. It was decided not to terminate renewal of contracts for unworked plots unless other parishioners express interest in available plots at which stage active encouragement to cease letting will be undertaken.

Health and Safety report discussed. Items of concern to be addressed

43/15 ENVIRONMENT & AMENITY

43/1/15 Nutfield Village Hall

Update meeting. Finance. Minutes.

DD and DM to go to the meeting on Monday 9th March

43/2/15 Highways, Traffic & Parking

Other than reported in Public Forum.

Road repairs, Mid St & Cormongers flooding - ESWCo. Standpipe overflows, SCC drains

As previously reported

44/15 Clerks Report –

Nutfield Link – April copy. Any other items

45/15 Matters for reporting or inclusion on future agenda

SH & IR must complete H&S report

46/15 Other matters- for information only

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

**47/15 Dates of next meetings: Next Council Meeting – 01 April 2015 – Memorial Hall, High St. Nutfield
7.30pm
Combined Committee Meeting – P&D, F&GP and E&A – 18th March 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, 4th March 2015

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