



Nutfield Parish Council

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Minutes of the meeting held on 3 August 2016 at the
Nutfield Memorial Hall, High Street, Nutfield, Surrey, RH1 4JJ

Councillors (Cllrs) present:

Cllr Sue Renaut (Chair),
Cllr Sue Ford, Cllr Paul Murray, and
Cllr Kent Sandiford.

Attending (all part):

1 visitor (part)
County Cllr Helena Windsor

Meeting opened at 7:40pm and closed at 9:15pm.

In attendance: Simon Bold, Clerk

1.	Chairman to open the meeting Cllr Renaut opened the meeting.	
2.	Councillor apologies for absence. Cllrs David Dowden, John Johnson and Ian Reeve had provided apologies to the Clerk prior to the meeting.	
3.	Code of Members' Conduct The Clerk confirmed that no Cllr had made a change to their Cllrs' Notification of Disclosable Pecuniary & Other Interests form since the last meeting. No Cllr declared any Disclosable Pecuniary Interests and 'Other Interests' in respect of any item on the agenda.	
4.	Acceptance of last minutes The Clerk had prepared and circulated minutes of the meeting held on the 6 July 2016. Cllrs approved these minutes and the Chair signed them on behalf of the Council. The Clerk to arrange the display of these minutes on the Council's notice boards and website.	SB
5.	Current Planning Applications In respect of the six applications notified by Tandridge District Council (TDC) since the Parish Council's last meeting: <ul style="list-style-type: none"> • <u>2016/1087</u> Crab Hill Barn, Crab Hill Lane, South Nutfield, RH1 5NR Cllrs commented that the site should not be developed and that if TDC were minded to approve the application that a condition be considered that prevented the outbuilding being sold separately to the main building. • <u>2016/1136</u> Redhill Aerodrome, Kings Mill Lane, South Nutfield. RH1 5JY. Cllrs had no wish to object or comment. • <u>2016/1175</u> Crab Hill Farm, Crab Hill Lane, South Nutfield, RH1 5NR Cllrs had no wish to object or comment. • <u>2016/1157</u> Crab Hill Farm, Crab Hill Lane, South Nutfield, RH1 5NR Cllrs had no wish to object or comment. • <u>2016/1192</u> Hall Lands Cottage, Nutfield Marsh Road, Nutfield RH1 4ET Cllrs objected on the basis that they considered this (retrospective) application to be overdevelopment of the site. 	

	<ul style="list-style-type: none"> • <u>2016/1311/TPO 2 Ridge Green Close, South Nutfield RH1 5RW</u> Cllrs had no wish to object or comment. <p>The Clerk to notify TDC of the Council's comments in respect of all of the above cases.</p>	SB
6.	<p>Councillor vacancy</p> <p>The Clerk had advised Cllrs towards the end of July that, in accordance with the statutory process, the Council was able to co-opt in respect of the most recent vacancy. This situation already existed in respect of the Council's other vacancy. Two individuals had expressed an interest to join the Council and they had provided background details and completed Eligibility Forms, which the Clerk had copied to all Cllrs. In addition, members of the Council had meet with both candidates (at separate meetings) to discuss their interests and suitability to become Cllrs. On the strength of this information, Cllrs discussed making appointments.</p> <p>Cllrs resolved to appoint both individuals to the Council. In respect of Grahame Shaw, Cllr Sandiford proposed and Cllr Murray seconded. In respect of Rob Holden, Cllr Sandiford proposed and Cllr Ford seconded.</p> <p>The Clerk to obtain completed forms (Declaration of Acceptance of Office and Cllrs' Notification of Disclosable Pecuniary & Other Interests) from each appointee prior to the next meeting and then advise TDC of these appointments. The Clerk to also update the Register of Cllrs' Interests and upload this document to the Council's website.</p>	SB
7.	<p>Groundworks, land and tree management (including the Cemetery, Woodland Burial Area, Allotments and other land owned by the Council)</p> <p>The topic of Fields-in-Trust to be carried forward to a later meeting.</p> <p>In respect of a replacement notice board at the Marsh, the Clerk provided details of a revised quote obtained by Cllr Dowden that reflected the inclusion of a header board (as requested at the last meeting). As a result, the Clerk suggested that the Council make additional provision for installation costs and Cllrs approved a maximum amount of £250 (still within the budget for this item). The Clerk with the help of the Maxine Gray, the Assistant Clerk, to order the notice board and arrange its installation using a local contractor.</p> <p>The Clerk updated Cllrs on the cutting of the Jubilee Fields and reported that the contractor had suffered damaged machinery that was waiting for repair and delaying the work. Cllr Renaut asked the Clerk to obtain a written breakdown from the contractor of the costs and income for the cut and removal of hay. An entry for the Jubilee Fields to be added to the Action List.</p> <p>In respect of fencing in the allotments alongside Scout Hut Lane, the Clerk had provided a quote obtained from the contractor that had completed similar fencing work alongside the Jubilee Fields last year. Cllrs requested that the Clerk obtain an additional quote for a higher fence (to deter deer) from the same contractor as well as a quote from another contractor for comparison. In respect of clearing overgrown vacant plots and adjacent areas within the allotment site, the Clerk advised that the Assistant Clerk was assessing the size of the total area to be cleared before seeking quotations. The work would involve brush cutting several areas and hedge cutting on the boundary between with neighbouring properties. Cllrs approved a maximum amount of £700 given the pressing need to improve the amenity of the site. Cllrs were mindful that this was above the annual budgeted figure but felt that a comprehensive job was necessary - under spend from another budget e.g. village maintenance could be utilised. The Clerk to proceed once a suitable contractor has been selected.</p> <p>The Clerk advised Cllrs of the Cemetery maintenance costs from the new contractor based on a six-month only contract. Because more maintenance work is required during summer and autumn the pro-rate monthly cost was higher over</p>	SB MG SB SB MG SB

	the six-months, which Cllrs accepted. The Clerk to monitor the quality of the work and report to the Council over coming months.	SB
8.	<p>Local aviation</p> <p>Cllr Murray advised that he would prepare a letter to go to Sam Gyimah MP once the Council's Gatwick survey had been closed.</p> <p>In respect of the imminent planning decision in respect of Redhill Aerodrome's retrospective application, it was acknowledged that Salfords & Sidlow Parish Council should take the lead on any response that may be required. The Aviation Working Group would continue to liaise closely with them.</p> <p>Cllrs discussed the next Link article and agreed that it needed to include details of the Council's ongoing aviation survey. The Clerk to let Cllr Reeve know that others were willing to write the next Link article and Cllr Murray to circulate a draft to all.</p>	PM SB PM
9.	<p>Air Monitoring (A25)</p> <p>Cllr Ford reported that an additional NOX monitor had recently been installed by TDC in Nutfield following a meeting with the Chief Executive. In respect of PM10 pollution, no monitoring was currently taking place in Nutfield but TDC had given a commitment to take on monitoring if the data from independent monitoring showed significant levels of pollution. Cllr Ford outlined how PM10 monitoring could be established through working with Bletchingley Parish Council and the County Cllr. Cllrs indicated that they would be happy to consider a proposal and Cllrs Ford and Murray to put this together, including costs, for consideration and, if appropriate, approval by the Council at the next meeting.</p>	SF PM
10.	<p>UK Power Networks</p> <p>Cllr Ford reported that she had struggled to secure further details from UK Power Networks about the joint initiative to support vulnerable local residents. However, Cllrs were content to support the scheme and agreed that an article in the Link and on the Council's website would be a natural progression to help promote the project. Cllr Ford to prepare a draft article once she had obtained further details from UK Power Networks.</p>	SF
11.	<p>Payment(s)</p> <p>Cllrs approved the list of payments (see Appendix 1: Schedule of Payments) that had been provided by the Clerk – approval had been proposed by Cllr Renault and seconded by Cllr Murray. Cllrs Ford and Sandiford signed the cheques on behalf of the Council. The Clerk to dispense payments.</p>	SB
12.	<p>Notification of business for inclusion on the next agenda</p> <p>Besides the items already raised the subjects of signatories to the Council's bank accounts, registering for on-line banking (view only), acquisition of cemetery software and the results of the Council's Gatwick survey were nominated by Cllrs.</p>	
13.	<p>Next meeting date(s)</p> <p>The next scheduled Council meeting to take place on the 7th September 2016 at the Memorial Hall, High Street, Nutfield, Surrey starting at 7.30pm.</p>	
14.	<p><u>Sub-section 2</u> - Public Bodies (Admissions to Meetings) Act 1960:</p> <p>None.</p>	

Appendix 1: Schedule of Payments

Chq No.	Payee	Amount £	Comments
003064	SSALC Limited	108.00	Legal & Finance Day (training) on 14/07/16.
003065	Simon Bold	*****	Clerk's salary (July 2016)
003066	Simon Bold	125.57	Clerk's expenses (July 2016)
003067	Maxine Gray	*****	Assistant Clerk's salary (July 2016)
003068	Maxine Gray	15.50	Assistant Clerk's expenses (July 2016)
003069	Post Office Limited	556.14	PAYE and Class 1A NICs (July 2016)
003070	Nutfield Memorial Hall	36.00	Hall hire (Council meeting 3/8/16)
	Total	2,456.00	