



Nutfield Parish Council

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Members of Nutfield Parish Council are summoned to attend the meeting to be held on Wednesday 1st August 2018 at 7:30pm at the Village Hall, Mid Street, South Nutfield, Surrey, RH1 4JJ starting at 7.30pm
PUBLIC AND PRESS ARE WELCOME TO ATTEND

AGENDA

1.	The Chair to open the meeting.
2.	Councillor apologies for absence. Apologies received from Cllr Hanson and Cllr Johnson
3.	Code of Members' Conduct <i>To receive disclosure of any changes to Councillor's Notification of Disclosable Pecuniary & Other Interests Forms and to receive disclosure by Councillors of any Disclosable Pecuniary Interests and/or other interests arising under the Code of Conduct in respect of any items on the agenda.</i>
4.	Public Session (a maximum of 20 minutes)
5.	Report from County & District Councillors (a maximum of 10 minutes)
6.	Acceptance of last minutes <i>To approve and sign the minutes of the meeting held on 4th July 2018</i>
7.	<p>Planning Applications <i>To review two applications notified by Tandridge District Council (TDC) since the Parish Council's last meeting:</i></p> <ul style="list-style-type: none"> • <u>2018/1414</u> 76 High Street, Nutfield RH1 4HE. <i>Erection of hip to gable roof extensions to east elevation and rear dormers to north elevation in association with conversion of loft space to habitable accommodation. Installation of roof lights to front roof slope.</i> • <u>2018/1072</u> Little Hundith, Kings Cross Lane, South Nutfield RH1 5NS. <i>Demolition of existing commercial buildings and the erection of 7 dwellings with associated access and parking.</i> <p><i>Councillors to review recent applications and, if appropriate, agree next steps and any related expenditure. <u>2018/1072</u> Little Hundith - Review report that was prepared by Carole Forrest Consulting and agree response for 7th August deadline.</i></p> <p><i>Cumulative Development Report – feedback required</i></p>
8.	<p>Reports from the Clerk including highways, parking and employment matters. <i>To include, where appropriate, discussions and agreement of the next steps and expenditure in respect of:</i></p> <ul style="list-style-type: none"> • <i>Update on :Noticeboard, Funeral Cones, Business cards, Poppies</i> • <i>Data Management</i> • <i>Village Hall Signs</i> • <i>Bank and Phone contact details change update</i>

	<ul style="list-style-type: none"> • Communication received x 2 from residents • Other correspondence
9.	<p>Local Transport Councillors to discuss issues (including any consultations) relating to local transport, including airports, and agree a course of action and, if appropriate, any related expenditure.</p> <ul style="list-style-type: none"> • Route 3 – define council strategy and approach to next steps • Gatcom inclusion • Railway issues
10.	<p>Finance</p> <ul style="list-style-type: none"> • Clerk to provide details of the Council's bank balances. • CIL policy review • Clerk to present an alternative way of presenting payments that include VAT • To create a VAT return procedure • Publication of Clerk and Assistant Clerks Salary decision
11.	<p>Oak Processionary moth What the moth is (https://www.forestry.gov.uk/oakprocessionarymoth) and its implications for the village as advised by Myers Trees – plan required</p>
12.	<p>Charles Moore Trust (CMT) NPC to discuss and agree how their relationship with the CMT should operate on a day to day basis.</p>
13.	<p>Grant Applications Councillors to consider any applications received and, if appropriate, approve donation(s).</p>
14.	<p>Working Groups Councillors to review and discuss the reports from each Working Group and, where appropriate, to agree actions. Also, changes, if required, to group memberships and/or responsibilities to be noted.</p> <ul style="list-style-type: none"> • <u>Communications</u> - Update on General Data Protection Regulations and to present potential costings and agree expenditure • <u>Communications</u> – Signage for Surgery update/wording and agree expenditure • <u>Cemetery and Employment Working Group</u> – Contract and terms for temporary data input role to be discussed and decided, and agree expenditure. • <u>Cemetery</u> – agree where the two noticeboards will be erected • <u>Land</u> – Jubilee Fields Update • <u>Local Plan</u> To review proposal and agree expenditure from Carole Forest regarding NPC submission to TDC Regulation 19 Consultation. • <u>Highways</u> – update on the highways working group report.
15.	<p>Groundworks, land and tree management (including cemeteries, allotments, jubilee fields and ‘village green’) To review and, if appropriate, approve expenditure.</p> <ul style="list-style-type: none"> • Councillors to discuss contractor update for ‘ad hoc’ grounds maintenance or ‘Parish Gardener’.
16.	<p>Events (public) and meetings of Outside Bodies (other than transport groups) Councillors to approve, as appropriate, attendees and any related expenditure in respect of events.</p>
17.	<p>Councillor surgeries and monthly news article</p> <ul style="list-style-type: none"> • Councillors to confirm attendees for the surgeries on 18 August 2018 and 15th September 2018 • Councillors to discuss availability for The Link Stuffing Date 23rd August (to insert Cemetery Open Day leaflets) Permission has been sought. 3 people required
18.	<p>Training (and conferences). To consider and, if appropriate, agree participants and approve any related expenditure.</p> <ul style="list-style-type: none"> - Membership of TVA
19.	<p>Payment(s)</p>

	<i>Council to, if appropriate, approve the list of payments (including any funded using Community Infrastructure Levy funds).</i>
20.	Any other business the chairman is of the opinion should be considered at the meeting as a matter of urgency
21.	Notification of business for inclusion on the next agenda <i>Councillors to consider and nominate items for the agenda of the next meeting.</i>
22.	Next meeting date(s) <i>To confirm the next ordinary Council meeting on 5th September at 2018 at Memorial Hall, High Street, Nutfield, Surrey, RH1 4HE.</i>
23.	Sub-section 2 – Public Bodies (Admissions to Meetings) Act 1960: <i>To include items that need consideration and/or a decision whilst excluding the public.</i>