



## Nutfield Parish Council

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Members of Nutfield Parish Council are summonsed to attend the meeting to be held on Wednesday 7 February 2018 at 7:30pm at the Village Hall, Mid Street, South Nutfield, Surrey, RH1 4JJ

**PUBLIC AND PRESS ARE WELCOME TO ATTEND**

### AGENDA

1.	<b>The Chair to open the meeting.</b>
2.	<b>Councillor apologies for absence.</b>
3.	<b>Code of Members' Conduct</b> <i>To receive disclosure of any changes to Councillor's Notification of Disclosable Pecuniary &amp; Other Interests Forms and to receive disclosure by Councillors of any Interests arising under the Code of Conduct in respect of items on the agenda.</i>
4.	<b>Public Session</b> (a maximum of 20 minutes)
5.	<b>Report from County &amp; District Councillors</b> (a maximum of 10 minutes)
6.	<b>Acceptance of last minutes</b> <i>To approve and sign the minutes of the meeting held on 10<sup>th</sup> January 2018.</i>
7.	<b>Current Planning Applications</b> <i>Councillors to review five new applications notified by TDC since the Parish Council's last meeting:</i> <ul style="list-style-type: none"> <li>• <u>2018/148</u> Kings Lodge, Nutfield Park, South Nutfield RH1 5PA <i>Erection of 2 ground floor extensions and infill of existing courtyard; demolition of existing chimney and alterations to fenestrations.</i></li> <li>• <u>2018/52</u> 22 Mid Street, South Nutfield RH1 4JX <i>Erection of single storey rear extension.</i></li> <li>• <u>2017/259/Cond1</u> Land at Kings Cross Lane, South Nutfield <i>Details pursuant to conditions 4, 6 and 8.</i></li> <li>• <u>2017/2665</u> Glebe Lodge, Bletchingley Road, Nutfield RH1 4HN <i>Erection of single storey rear extension.</i></li> <li>• <u>2017/2611</u> 2 Cormongers Barn, 9B Mid Street, South Nutfield RH1 4JU <i>Change of use of paddock to residential garden land</i></li> </ul> <i>Councillors to review applications and planning decisions including 2014/1977 &amp; 2017/259, Land at Kings Cross Lane and, if appropriate, agree next steps and any related expenditure. In addition, Councillors to comment on the developer's choice of external materials (if known).</i>
8.	<b>Council Vacancy</b> <i>Councillors to discuss and, as appropriate, approve co-option of a new councillor.</i>
9.	<b>Reports from the Assistant Clerk and Clerk including highways and parking.</b> <i>To include, where appropriate, discussions and agreement of next steps in respect of:</i> <ul style="list-style-type: none"> <li>• a proposal, if available, from Tandridge District Council (TDC) for a financial contribution towards the maintenance of highways verges for future years</li> <li>• obtaining third party advice in respect of the Charles Maw Trust.</li> <li>• proposals to improve the Cemetery lay-by (if available)</li> <li>• responding to a Surrey County Council 'Councillor Communication Survey'</li> <li>• establishing meetings between District Councillors and members of the Parish Council</li> </ul>

10.	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• Clerk to provide details of the Council's bank balances and a copy of the Council's financial statement for the period to 31 January 2018 for review. In addition, the Clerk to provide a variances summary.</li> <li>• Councillors to review and, if appropriate, approve the Council's Financial Regulations and a revised version of the Council's Grant Application form.</li> </ul>
11.	<p><b>Burial Grounds</b></p> <ul style="list-style-type: none"> <li>• Councillor Ford to provide details of the proposed fees and regulations effective 1 February 2018 and Councillors, if appropriate, to approve.</li> <li>• Councillors to approve an interim Policy in respect of benches within the grounds.</li> </ul>
12.	<p><b>Local Plan(s)</b></p> <ul style="list-style-type: none"> <li>• Councillors to discuss and agree its response to the Reigate &amp; Banstead Borough Council's consultation in respect of its Development Management Plan (Regulation 19).</li> <li>• Members of the Local Plan Working Group to provide an update in respect of Tandridge District Council's emerging Local Plan and the Parish Council's related strategy.</li> </ul>
13.	<p><b>Local Transport</b></p> <p>Councillors to discuss issues (including any consultations/ events/ meetings) relating to local transport, including airports, and agree a course of action and, if appropriate, any related expenditure.</p>
14.	<p><b>General Data Protection Regulations</b></p> <p>Councillor Hall to initiate a discussion on the Council's preparations ahead of new Regulations.</p>
15.	<p><b>Working Groups</b></p> <p>Councillors to:</p> <ul style="list-style-type: none"> <li>• review and discuss the reports (written or verbal) from each Working Group.</li> <li>• note any changes, if required, to group memberships and/or responsibilities.</li> </ul>
16.	<p><b>Business Plan</b></p> <p>Councillor Murray to initiate a discussion about establishing the future aims of the Council.</p>
17.	<p><b>Groundworks, land and tree management</b> (including burial grounds and allotments)</p> <ul style="list-style-type: none"> <li>• To review and, if appropriate, approve expenditure in respect of works including tree work following surveys of the burial grounds and the Triangle.</li> <li>• To include a review of the proposed Allotment Tenancy Agreement for 2018/19.</li> <li>• To review the Council's contribution, for 2018/19, towards grounds maintenance at St Peter &amp; St Paul Church, Nutfield.</li> </ul>
18.	<p><b>Events (public) and meetings of Outside Bodies</b> (other than transport groups)</p> <p>Councillors to approve, as appropriate, attendees and any related expenditure including possible topics and related arrangements for the Parish Assembly (on the 14<sup>th</sup> April 2018).</p>
19.	<p><b>Training</b> (and conferences).</p> <p>To consider and, if appropriate, agree participants and approve any related expenditure, including the local General Data Protection Regulations training on 27 February 2018.</p>
20.	<p><b>Employment</b></p> <p>Councillors to discuss the Clerk's recent appraisal and, if appropriate, approve.</p>
21.	<p><b>Grant Applications</b></p> <p>Councillors to consider any grant applications received and, if appropriate, approve a donation.</p>
22.	<p><b>Councillor surgeries and monthly news article</b></p> <ul style="list-style-type: none"> <li>• Councillors to confirm attendees for the surgeries on the 17<sup>th</sup> of both February and March.</li> <li>• Councillors to discuss topics for the next Link article</li> </ul>
23.	<p><b>Payment(s)</b></p> <p>Council to, if appropriate, approve the list of payments (including any funded using CIL).</p>
24.	<p><b>Next meeting date</b></p> <p>To confirm the next meeting on 7<sup>th</sup> March 2018 at 7.30pm (at Nutfield Village Hall)</p>
25.	<p><b>Sub-section 2</b> - Public Bodies (Admissions to Meetings) Act 1960:</p> <p>Only include items that need consideration and/or a decision whilst excluding the public.</p>