

Nutfield Parish Council
Minutes of the Combined Committee Meeting
Wednesday 25th June 2014 at 8:00pm
I Morris Road, South Nutfield

Present: Councillors: Mrs S Renaut (Chairman), Mr D Chapman Mr D Dowden, Mr P Forbes,
Mrs S. Ford, Mr K Sandiford
Clerk: R. Brown
Asst. to Clerk: S Hayes

Action By

1. **APOLOGIES and reasons for absence:** Mr I Reeve & Mr D Cullen and these were accepted
2. **Declarations of Interest**
None
3. **MINUTES**
Approval of the Minutes of the Combined Committee meeting held on 21st May 2014
AGREED and signed by the Chairman as a true record.
4. **Matters and action points arising from Minutes** – for updating and noting only. Any items requiring attention will be on the agenda:
KS suggested that the draft Minutes should be completed within one week by SH starting in September. Plus create an action points list, in date order, for Councillors action.
Minutes to go to SF for approval/edit then sent out in 3 days **Agreed**
5. **Assistant to the Clerk**
Report on allotments, roads/potholes/verges, cemetery/woodland burial, other parish matters
Report attached
6. **PLANNING & DEVELOPMENT**
 - 6.1 **Planning Decisions by Tandridge District Council since last Parish Meeting**
As listed on planning schedule
 - 6.2 **Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council:**
 - **TA/2014/753 7 Kings Mead, South Nutfield..** Erection of single storey side extension (Amended Plans)
Dated 05/06/14...21 days... NPC comment by 26/06/14
NPC Comment – No Objection – Neighbours
 - **TA/2014/893 Wood Cottage, Parkwood Road, Nutfield.** Demolition of existing dwelling. Erection of four detached dwellings with associated access & parking (Outline)
Dated 05/06/14...21 days...NPC comment by 26/06/14
NPC Comment – Council's decision, having read and considered all the documents is: **Objection**
Objection - loss of native trees
Objection – Adjoining Green Belt land
Objection – increased vehicle movements on difficult access to A25 – bad sightlines
Objection – TDC Local Plan - Residential garden land development
 - **TA/2014/935 Zephyr Cottage, Clay Lane, South Nutfield.** Demolition of existing single storey side extension and conservatory. Erection of a 2- storey extension to north side elevation.
Dated 18/06/14..21 days ...NPC comment by 9/07/14
NPC Comment – No Objection – Neighbours
 - 6.3 **Aviation Matters**
RACC AGM + June Meeting
Email received from PM of KRAG who asked if any councillors were attending the Appeal Hearing in London. None were available on that day and he had offered a fee charge to attend the Hearing on behalf of Council. Discussed this and Clerk instructed to contact him to offer thanks for his offer but Council will wait for the official report to be sent. **RB**
Gatwick consultation on flight path by 15th August. KS said it was a complicated document & hard to understand. SF stated all maps seem to be the same. KS to have a word with PF on how best to complete the form. RB to also check with Ken Harwood at GATCOM as to what is required. **RB**
 - 6.4 **TDC Bye-laws for Nutfield Marsh**
Still awaiting decision. SF & SH had meeting with the land agent, it was found that Burgess Salmon are solicitors for the possible owner. Meeting with Marsh group arranged to examine ownership evidence and call TDC Paul Barton to advise of outcome. Byelaws still pending and hopefully released before Parliament summer recess
7. **FINANCE & GENERAL PURPOSES**
 - 7.1 **Council Audit**
Councils Annual Return for year ended 31 March 2013
Approve Audit Commission Section 1 – Auditing statements 2013/14 - as copied to full Council and agreed by Councils Internal Auditor at the annual audit meeting
Document examined & agreed by Council. Section 1 signed by Chairman Sue Renaut and Clerk Roger Brown

7.2 On-line Banking

Latest progress. To agree NatWest Bank new online product or UTB account Clerk held meeting with NatWest district manager to discuss their online banking system. Council discussed the costs involved and decided not to proceed as too prohibitive, agreed that the Clerk compile cheque payments and use pay-in envelopes to post into Bank. Also to advise all clients to pay by bank transfer into NatWest account and only cheques from allotment holders. Place banking details on all invoices and orders.

7.3 Land – Jubilee Field 3 - New field purchase & update on completion. Work to be commenced asap Land purchase finalized and now under NPC ownership. Work to commence asap on field. MF to temporary wire fence off boundary to vendors land. Ditches in allotments need to be opened to free water flow and iron ore deposits will be removed. Contact solicitor if Vendor has not fenced and ditched boundary

7.4 Cemetery/Woodland Burial Area Parking- Purchase of land update- field for parking Plot 3 & 4 not included in sale due to Methane restrictions. Still consider purchase of entrance field. Wait for time being

7.5 Southern Counties Show- report on stand at show Feedback needs to go to the organizer, good learning curve but site too large and marquees too far apart, inadequate signage, consider carefully if it repeats next year. It was considered a useful PR exercise and the Woodland Burial area caused great interest to other councils. All exhibits stored in Parish Office DD to draft a letter to Liz Cutter at SSALC. **DD**

CLOSE MEETING

8.0 MEMORIAL HALL TRUST – Re-build

New Building -
New Building -

Accounts update, Build start date, M&E Interior fit-out. Grants investigation by DD Accounts schedule circulated showing committed costs. Project manager's fees were agreed. DD considers we need to raise more funds. Previous donor to be contact to see if they would reconsider donating to a specific item. DD to contact. **DD**

Consider a Lottery Grant, Biffa may also come forward with a grant. Contact local plumbers to see if trade prices could be achieved. Also contact BRI for donation.

Agreed a Link article asking for volunteers to come forward to manage the hall as before with local groups or organisations. Speak to RBL Eric Putland

Combined Halls booking clerk could be considered. Need a cleaner, RB to contact **RB**

Next sub-committee to discuss fit-out costs

Insurance company to be approached for minimum cover for security against fire and loss & theft

OPEN MEETING

9.0 ENVIRONMENT & AMENITY

9.1 Parish Council Land

9.2 Jubilee Fields – Sub-committee update; Fields, hedges, ditches condition; Land security No report

9.3 Highways, Traffic & Parking

Roads & Highway incidents/Speeding/ School 20mph speed limit Clerk contact WPC Moira Cocks to see if she can assist in gaining this 20mph speed limit outside the school. Speak to SCC Highways also + yellow lines parking by school? **RB**

9.4 Community Improvements Fund – D. Dowden to report

Complete appl. form for Clerk to send to SCC CIF officer re new playground at Memorial Hall **DD/RB**

10. Clerks Report – Nutfield Link – July / August 2014 Copy items- Any other items

RBL poppies for street furniture, discussion and agreed to purchase 100 poppies @ £250 **RB**

Request from Mr Damen of Showtimers to use the parish Office for child changing rooms. **Agreed RB**

Contact Mr Damen to agree use subject to any repairs being completed ie damage to carpet etc **RB**

11. Matters for reporting or inclusion on future agenda

None

12. Other General Matters for discussion- For information only

SR reported a skip at 79Trindles Road blocking the pavement, clerk investigate & report **RB**

13. NEXT COMBINED COMMITTEE MEETING DATE: August - date & venue to be arranged

Signed, Chairman.

Date.....