

Nutfield Parish Council
Minutes of the Parish Meeting
Wednesday 8th January 2014 at 7:30pm
The Village Hall, Mid Street, South Nutfield

Present: Councillors: Mrs S Renaut (Chairman), Mr D Chapman, Mr D Cullen Mr D Dowden, Mr P Forbes, Mrs S Ford , Mr K Sandiford
County Councillor: Mrs Helena Windsor
District Councillors: Mrs G Black, Mrs D Vickers, Mr T Elias
Clerk: Mr R Brown
Police: PCSO Wells present
6 Residents present

Action By

01/14 Apologies for Absence.

Councillor I Reeve; District Councillor;

02/14 Declarations of Interest.

None

03/14 Report from County & District Council – For information. Brought forward from Agenda.

D.Cllr. Tony Elias advised on Council housing stock across TDC, current assessment shows they need to build 50 Social Housing units in one year but not Rural Affordable stock. Recycling & Refuse delays were caused by a misunderstanding over schedules. These will be changed with apologies to residents. TDC working with EA over flooding, severe situation with water levels still rising.

D.Cllr Debbie Vickers advised she had spoken to TDC re local shop owner's questions last meeting on Street Traders Licences @ £600 pa. It may be possible for new businesses to pay this on a monthly basis. DV and TE are checking on this. DV advised of Gatwick Airspace consultation meeting on 16th January at Village Hall, 7pm to 9pm.

C.Cllr Helena Windsor discussed the fallen tree in Mid Street plus other road works urgently needing repair at High Street / Mid Street junction. Steve Cunnagh at SCC is aware of this.

04/14 Public Forum – Residents requests.

Resident mentioned traveller ponies cruelty, one had been shot, a foal left in Moats Lane with rear legs tied, and other horse incidents. PCSO Wells explained she worked with RSPCA on these cases and the animals were removed. Discussion took place on other recent incidents such as these, as well as fly-tipping, which are not reported in Crime figures. Horses set free onto a highway are usually held by Police in a nearby field awaiting removal by a Specialist Agency or RSPCA

05/14 Police report & issues –

Police Report read and discussion as above

END OF PUBLIC FORUM

District Councillor and residents then left the meeting.

06/14 Approval of the Minutes of the Parish Council Meeting held on 4th December 2013 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41)

The Minutes were **AGREED** and signed by the Chairman as a true record.

07/14 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda

None

08/14 COMBINED COMMITTEE

09/14 Assistant to the Clerk – brought forward from Agenda

Report to Parish Council – January 2014 -Sean Hayes read his report and copy of this is attached

10/14 PLANNING & DEVELOPMENT

10/1/14 Planning Decisions by Tandridge District Council since last Combined Committee Meeting:

- **TA/2013/1455 130 Mid Street, South Nutfield...** Erection part 2-storey, part first floor extension to rear elevation. Erection of first floor front extension over existing study & formation of pitched roof over existing garage

Dated 24/10/13 – 21 days – NPC comment by 14/11/13

NPC Comment - No Comment

TDC Decision - APPROVEDTA/2013/1532/TPO

- **West Lodge, Nutfield Park, South Nutfield..**TPO 2, 1994(T) Fell 1 Ash

Dated 28/10/13 – 21 days – NPC comment by 18/11/13

NPC Comment - No Comment

TDC Decision - APPROVEDTA/2013/1579/TPO

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

- **The Glebe House, Bletchingley Road, Nutfield... TPO 122 (T)** – Section fell 1 London Plane to ground level
NPC Comment - No Comment **TDC Decision – APPROVED**
- **TA/2013/1617 Penbury, The Avenue, South Nutfield..** Conversion of part of garage to habitable accommodation (CofL)
Dated 11/11/13 – 21 days - NPC comment by 02/12/13 **NPC Comment - No Objection Neighbours.**
TDC Decision - APPROVED
- **TA/2013/1549 Land Adj to 107 Mid Street, South Nutfield ..** Variation of condition 2 of planning application TA/2013/23 dated 13 March 2013 for the formation of a vehicular access from highway to plot 2
Dated 15/11/13 – 21 Days – NPC comment by 06/12/13
NPC Comment - No Objection Neighbours. **TDC Decision – Withdrawn/substituted**

10/2/14 Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council:

- **TA/2013/1791/TPO 3 Oakwood Close, South Nutfield... TPO 46 (GOD)** – Reduce crown of 1 Sycamore on south side by up to 3.5m to leave clearance of 5.5m from property. Lift crown to 6m from ground level
Dated 10/12/13...21 days... NPC comment by 31/12/13
NPC Comment - No Comment
- **TA/2013/1799 Mercers South, Nutfield, Redhill, Surrey RH1 4EU..** Extraction and screening of sand from Mercers South together with progressive restoration to agriculture using inert waste materials together with: the construction of a new dedicated internal access from the A25; screening bunds; the provision of a welfare/office block and mobile home to accommodate staff and security personnel, a wheel wash, weighbridge and associated office; car parking area; reinstatement of rights of way network, woodland, historic hedgerows and ditch to include landscape and ecological enhancements, on a site of 52.2 ha and the temporary diversion of public footpath 173 for the duration of the operations. (Surrey County Council Consultation)
Dated 10/12/13...21 days... NPC comment by 31/12/13
NPC Comment – Conservation Society and Marsh Group will contribute to this decision. Refer after Clerks discussion with Planning Officer and take to either Combined Committee or February Meeting.
- **TA/2013/1742 2 New Cottages, High Street, Nutfield, RH1 4HH..** Demolition of single storey outhouse and erection of 2-storey extension to eastern flank elevation with photovoltaic solar panels to rear roof slope.
Dated 10/12/13...21 days... NPC comment by 31/12/13
NPC Comment - No Objection Neighbours.
- **TA/2013/1809 Redwood, High Street, Nutfield..** Erection of pool building and retractable enclosure and formation of swimming pool. (C of L for proposed use or development)
Dated 10/12/13...21 days... NPC comment by 31/12/13
NPC Comment – Comment after Clerks discussion with Planning Officer and take to either Combined Committee or February Meeting.

10/3/14 Aviation matters

RAL Appeal update

Cllr Forbes spoke on good attendance at the Inquiry and that a site visit was planned for Wednesday 15th January and Summing up on 14th February at Reigate Council Town Hall. Cllr. Forbes had sent round his report to Councillors - attached

10/4/14 TDC Bye-laws for Nutfield Marsh

Update

Still in due process

11/14 FINANCE & GENERAL PUROSES

11/1/14 Finance

Agree Payment of December Invoices received

PAYMENTS FOR DECEMBER 2013

Signed on 8th January 2014

002683 Krag Donation as agreed at December meeting	750.00 *
002684 Clerks salary – as per contracted terms	
002685 Clerks expenses	199.29
002686 Assistant to Clerk salary – as per contracted terms	
002687 Assistant to Clerk expenses	16.00
002688 H.M. Revenue & Customs - Income Tax + N.I. - as per contracted terms	
002689 Councillor Expenses	
Cllr P Forbes Travel expenses RAL Inquiry Legal Rule 6 Statement	33.90
D/D BT - Invoice Q026PU	
Internet Services broadband	111.26

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D/D	BT - Invoice Q069GD Telephone 01737 823191		173.16
002690	Ken Hamilton – Invoice 373.35 Maintenance work Nutfield Cemetery 01/12/13 – 31/12/13 inclusive	390.00	
	Ken Hamilton – Invoice 373.36 Maintenance work Nutfield Woodland Burial site 01/12/13 - 31/12/13	<u>105.00</u>	495.00
002691	Paul Murray RAL Inquiry Compose & submit final draft Proof of Evidence for RAL Inquiry Assist preparation of Summary Proof & Rebuttals Attend all meetings and update NPC rep P Forbes	1200.00	
	Travel expenses	<u>20.50</u>	1220.50
002692	Redhill Farm Services – Invoice 6375 Storm Damage 24/12/13 Labour and equipment clear fallen trees around village	172.80	
	Redhill Farm Services - Invoice 6376 Storm Damage 02/01/14 Labour & heavy equipment remove Oak blocking Mid St.	<u>780.00</u>	952.80 *
002693	Nutfield Village Hall Ltd - Invoice 13/135 Hire of Village Hall Committee Room 03 Oct 13	15.50	
	Hire of Village Hall Committee Room 06 Nov 13	15.50	
	Hire of Village Hall Committee Room 04 Dec 13	<u>15.50</u>	46.50
002694	Shaw & Sons - Invoice 236061 Woodland Burial Area Grant of Exclusive Right of Burial Book		117.88
002695	Society of Local Council Clerks Clerks Membership Subscription 2014		<u>165.00</u>
	<u>TOTAL PAYMENTS</u>		<u>£ 5984.18</u>

Note * Payment for Krag made under Section 137 LGA 1972

* Redhill Farm Services payments should be recoverable from SCC Highways

RESOLVED: Proposed, Councillor Cullen. Seconded, Councillor Ford. AGREED

11/2/14 Discuss % reduction by TDC re HM Government Local Council Tax Support Scheme reduction of 26% at Band D level of £733.00. Increase precept to adjust for this loss?

Clerk to contact Trevor Leggo at SCAPTC and ask for information on this and advice on decision **RB**
Discuss at Combined Committee meeting

11/3/14 New Field

Proposal: To Agree PWLB application of £40,000 and balance of £25,000 paid from NPC funds
Update on acquisition progress

Clerk advised on current PWLB rates on loans. It had been suggested that £40,000 loan be applied for and the £25,000 balance taken from income reserves. Agreed to wait for full sets of accounts at the Combined Committee meeting and agree the proposal there, once we are sure of reserves and potential expenditure in 2014/15. Also to consider the costs for a full loan of £65,000 compared with the split loan above. **SR/RB**

11/4/14 Cemetery/Woodland Burial Area Parking

Evonik UK Holdings Ltd – update on SR letter re use of field for parking
Agreed to contact Evonik to request any decision **RB**

11/5/14 Assistant to the Clerk

Report - taken earlier in meeting

Contract letter to be sent to Sean Hayes tomorrow for signature **RB**

Close meeting

Memorial Hall

Insurance – Update

Clerk had checked insurance cover on appointed contractors and full cover was in place

New Building – Progress of construction process

Meeting being held at Ascot Buildings with Clerk and Mr Coffey to discuss build schedule and specification **RB/RC**

Agree 25% Stage Payment of £20,582.00 to enable material purchasing at 2013 prices

Discussed and Agreed

VAT exemption documents

All completed and copies sent to suppliers

New Charity Bank accounts - Update on UTB and Virgin savings accounts

Funds not yet transferred to either account as payments now being made

Other items

Agreed to request holding final 5% payment back at completion for snagging.

RB

Re-Open meeting

12/14 ENVIRONMENT & AMENITY

12/1/14 Jubilee Fields, South Nutfield

Fields Hedges & Ditches condition –update

Fields are in great condition now.

Sub-committee update

Contractor has cut back overgrown hedges, which has increased the field's edged area.

Sub Committee meet as soon as possible for discussion on future land projects.

RB/IR/DD/KS

12/2/14 Parish Council Land

Check on land & tree state following storms

Work in progress – trees down in Cemetery and Jubilee Fields to be cleared

12/3/14 Highways, Traffic & Parking

Roads & Trees storm damage report

As above, damage all over the Parish and contractors clearing work continues

Highway accidents

Following formal complaints made to the Police re parking outside school and near miss accidents, Clerk received a copy of a letter sent to SCC from Head Teacher at Nutfield School to ask if parking could be made available on the Recreation Field, in an attempt to ease the daily situation.

Lorries using Church Hill from Cormongers Lane to avoid traffic lights on High Street - Police aware. WPC Moira Cocks will investigate.

12/4/14 Nutfield Marsh

Further Action Plan – latest meeting update

Meeting not yet reported

Bye-laws

Still with DCLG for final approval plus 30 days public notice.

12/5/14 Clerks Report –

Nutfield Link - February copy items-

Dead horses call 101, Memorial Hall close of access + playground, Snow angels,

Council Meeting or Parish Assembly date for visit by TDC Chief Executive Louise Round

June meeting proposed and awaiting confirmation of attendance

RB

TDC Winter Servicing Pavement scheme – update

Still awaiting grit bins, chasing SCC

RB

Any other items –

Allotments

New water troughs in Allotments. Require 4 more to complete scheme, Clerk obtain and estimate for these for next Combined Committee Meeting. Also check contract for hose misuse. Agreed if Council receive 2 reports on this then the tenant will be asked to leave.

RB

13/14 Matters for reporting or inclusion on future agenda

None

14/14 Other matters- for information only

Check times of Priory Events appeal at TDC on 22 January 2014, evening or daytime.

15/14 Dates of next meetings:

Combined Committee Meeting – P&D, F&GP, E&A – 15th January 2014

Council Meeting – 5th February 2014 - Committee Room, Village Hall - 7.30pm

Section 2: Any Tenders that need consideration or decision must be read in this section

MEETING CLOSED 22.50pm

Signed, Chairman, 5th February 2014

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