

Nutfield Parish Council
Minutes of the Parish Meeting
Wednesday 4th June 2014 at 7:30pm
The Village Hall, Mid Street, South Nutfield

Present: Councillors: Mrs S Renaut (Chairman), Mr D Chapman, Mr D Dowden, Mr K Sandiford
Clerk: Mr R Brown
Assistant Clerk: Mr S Hayes
Police: none
4 Residents present

Action By

- 79/14 Apologies for Absence:** Apologies received from
C. Cllr Mrs. H. Windsor. D. Cllrs Mrs G Black, Mr T Elias, Mrs D Vickers
Cllrs D. Cullen, Mrs S. Ford, Mr I. Reeve, Cllr P Forbes on Leave of Absence, and all were accepted
- 80/14 Declarations of Interest.**
Cllr D. Chapman for TA/2014/804 13 Ridge Green – Neighbour. SH & RB also known to applicant.
- 81/14 Public Forum – Residents requests**
Ownership of the Marsh was discussed as it had come to light that a covenant from 1968 seemed to indicate ownership belonged to Lord Hylton. His land agent agreed to meet on 19 June with a Parish Council member and a Marsh resident. If he does own the Marsh then the Crown will no longer have an interest. Mr Barton at TDC to be contacted to check he knows this before legal representation. Request for a Councillor to attend and Cllr. Cullen agreed to attend.
Council thanked the residents for all their hard work.
- 82/14 Report from County & District Councillors – for information**
None
- 83/14 Police – Report to be taken as read. Any items to bring to Councils attention**
Sent by email. Discussion about delays dialling 101 and extreme length of time taken to answer calls. Letter to be drafted from NPC to advise local officers of these delays
END OF PUBLIC FORUM
Residents then left the meeting.
- 84/14 Approval of the Minutes of the Parish Council Meeting held on 7th May 2014 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41)**
The Minutes were then **AGREED** and signed by the Chairman as a true record.
- 85/14 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda**
None
- 86/14 COMBINED COMMITTEE**
- 87/14 PLANNING & DEVELOPMENT**
- 87/1/14 Planning Decisions** by Tandridge District Council since last Combined Committee Meeting:
As listed on planning schedule
- 87/2/14 Current Planning Applications** – the following applications to be considered and comments agreed for submission to Tandridge District Council:
- TA/2014/804 Chandon, 13 Ridge Green, South Nutfield..** Erection of part single, part two storey extension to southeast elevation and erection of two storey extension to southwest elevation
Dated 21/05/14 – 21 days – NPC comment by 13/06/14
NPC Comment – No Objection – Neighbours
- TA/2014/813 Charman Cottage, Nutfield Marsh Road, Nutfield..** Installation of 10 photovoltaic solar panels on detached garage. (Listed Building Consent)
Dated 22/05/14 - 21 days - NPC comment by 14/06/14
NPC Comment – No Objection – Neighbours
- TA/2014/843 Lyckan, Kings Cross Lane, South Nutfield..** Erection of open bay double garage
Dated 23/05/14 - 21 days - NPC comment by 15/06/14
NPC Comment – No Objection – Neighbours
- TA/2014/800/TPO Tanglewood, Kings Cross Lane, South Nutfield..** TPO36 (GOD) Lift crown of 1 oak by 4m
Dated 28/05/14 – 21 days – NPC comment by 18/06/14
NPC Comment – No Comment
- TA/2014/873 67 Trindles Road. South Nutfield...** Erection of single storey extension with roof light to rear elevation
Dated 29/05/14 - 21 days - NPC comment by 19/06/14
NPC Comment – No Objection – Neighbours
- 87/3/14 Aviation Matters –**
RACC
The AGM is Saturday 6th June at 10.00am. S&SPC Jim Blackmore will speak on behalf of villages. DCh interested to hear what RAV have to say in response to the letter from the Parish Council.

88/14 FINANCE & GENERAL PURPOSES

88/1/14 Finance

Agree Payment of May Invoices received

PAYMENTS FOR MAY 2014

Signed on 04 June 2014

Chq No.	£
2751 Roger Brown – Clerks salary- as per contracted terms	
2752 Roger Brown – Clerks expenses	43.02
2753 Sean Hayes - Assistant to Clerk salary - as per contracted terms	
2754 Sean Hayes - Assistant to Clerk expenses	25.20
2755 H.M. Revenue & Customs - Income Tax + N.I. - as per contracted terms	
2756 Ken Hamilton – Invoice 377.74	
Maintenance work	
Nutfield Cemetery 01/05/14 - 31/5/14	420.00
2757 Charlotte Knight	
Parish Assembly	
Catering supplied sandwiches and savories	150.00
2758 cancelled cheque	
2759 Redhill Farm Services - Invoice 6472	
Allotments	
Supply fittings, replace tap in allotments	50.88
2760 SSALC Ltd - Invoice 7532	
Councillor attendee	
Surrey Local Councils Forum	26.40
2761 Sparos Graphics - Invoice 242090	
Woodland Burial Ground	
Use existing artwork, print 2500 d/s A5 brochures	385.50
2 display panels 1000mm x 2000mm WBA-Jubilee Fields	
Artwork	140.00
Printing,mounting and delivery 2 boards	238.52
All plus VAT @ 20%	<u>152.80</u>
TOTAL PAYMENTS	<u>916.82</u> <u>£3507.72</u>

RESOLVED: Proposed, Councillor Dowden. Seconded, Councillor Sandiford. **AGREED**

88/2/14 Council Audit

Councils Annual Return for year ended 31 March 2013 – Agree Section 1 of Audit submission
Audit form and accounts circulated. The internal auditor meeting Clerk on 9 May to examine
accounts and council workings.

Discussion on Memorial Hall finance. A cheque payment for TDC Building Regulations Control for
the Memorial Hall is required We have to pay £630 for initial expense and £1260 for regular checks
of the work in progress.

A proposal was made that NPC agree to continue to pay the fees for technical control and
construction costs for the new Memorial Hall in the future. Agreed by all present.

Completed Section 1 of the Audit Report was read by all present but this needs to be seen by other
members of council not present for approval Clerk to distribute by email for agreement so it can be
presented to Internal Auditor, Mulberry & Co, on 6 June 10.00am

88/3/14 On-line Banking

Latest progress

SF and RB had completed all UTB documents which need to be signed by all members of Council.
RB had met Trevor Leggo at SofE Show who advised his contact at Nat West Bank was at the
Ardingly show. RB had told him the NatWest problem re only 4 can signatories allowed on the
NatWest mandate. TL will ask if he can sort out the problems with Nat West. If so RB will request a
meeting with them ASAP

RB

88/4/14 New Jubilee Field

Update on acquisition progress

RB advised he had received an email letter from Hedleys that Philip Stone, Mr Dickenson's land
agent has written to state the owner will build a new ditch and fence across the boundary so no
livestock can get through from the north field. This gives Council the guarantee we require. Also the
south/north footpath is on the BRI side of the hedge going up the hill.

Statement of account: Total balance to be paid from statement supplied is £66,662.51

It was agreed that RB advise Hedleys to ensure the ditch/fence work is completed ASAP

The Transfer of Title documents were signed by SR, DD and RB.

Proper VAT invoice needed before cheque raised for Hedleys.

RB to draft a letter to Nat West to close number two account and transfer all money to number one
account. Absent councillors to be informed that it was agreed to go ahead with purchase and
cheque will be written and signed.

88/5/14 Cemetery/Woodland Burial Area Parking

Update on auction bid

We were advised by the Agents that an offer had been accepted for the total area of the land

The Agents have been told we are interested in purchasing the Lot 3 for a Cemetery parking area.

88/6/14 Southern Counties Show

Report

Details of show discussed by RB

88/7/14 Assistant to the Clerk

Report attached

Close meeting

Memorial Hall

New Building

Work has started on the build and the base is under construction.

Dates for subcommittee to meet were discussed and DD to arrange with Dick Coffey and KS and SR

Update of construction process & Utilities

Finance – update, Grants

Updated Invoice received to include additional building materials:

Ascot will need second stage build payment of £22,285

Full financial statement to be requested. It had been agreed that Dick Coffey will not proceed with any matter without NPC agreement. Dick Coffey fees to be discussed with him at the sub-committee meeting, plus his expenses for travelling and other misc. items.

Discussion on DC as project manager took place which will be discussed at the above meeting and members will report back to Council.

Open meeting

89/14 ENVIRONMENT & AMENITY

89/1/14 Highways, Traffic & Parking

Other than reported in Public Forum

The foam on the main A25 appears to have been cleared by Biffa

90/14 Clerks Report –

Nutfield Link - July copy items

Need for new councillors, an update on building progress and allotments for rent.

Letter from RBL July 18th British legion quiz is arranged and can the NPC put in a team, cost £10.

Second RBL letter from John Bartlett re poppies for WWI remembrance on 2nd August plus an RBL presentation in the Village Hall same day.

Any other items - none

91/14 Matters for reporting or inclusion on future agenda

None

92/14 Other matters- for information only

None

93/14 Dates of next meetings:

Combined Committee Meeting – P&D, F&GP and E&A – 25 June 2014 venue tba

Council Meeting – 2nd July 2014 - Committee Room, Village Hall - 7.30pm

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

Signed Chairman, 2nd July 2014

Cc: County Councillor Windsor

District Councillor Vickers

District Councillor Black

District Councillor Elias