

**Nutfield Parish Council**  
**Minutes of the Parish Meeting**  
**Wednesday 5<sup>th</sup> March 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 I Reeve, Mr K Sandiford  
County Councillor: Mrs Helena Windsor  
District Councillors: None  
Clerk: Mr R Brown  
Police: none  
8 Residents present

**Action By**

**32/14 Apologies for Absence.**

District Councillors Mrs G Black, Mrs D Vickers, Mr T Elias at TDC Meeting

**33/14 Declarations of Interest.**

Mrs Renaut signed to book, personal interest in Planning App TA/2014/255 23 Kings Acre

**34/14 Police report & issues – taken earlier on the Agenda**

Police Report read by PCSO Lorraine Wells. Report by RSPCA Officer Kerry Gabriel re horses on Nutfield Marsh and other issues.

Chairman and Council thanked PCSO Wells for all her hard work in the Parish and wished her well in her new appointment at Caterham on the Hill and Chaldon. New officers introduced.

Police and RSPCA officers left the meeting

**35/14 Public Forum – Residents requests.**

Parishioner advised had sent in his report to SCC Environment re Quarrying extraction on Nutfield Marsh and copied this to Council.

Parishioner made comments on Kings Lodge construction and requested Councillors visit the site to check current construction to planning permission plans that were granted. C. Cllr Windsor said agents and residents need to watch what is done on sites like this and note any changes.

Residents reported a shrub blocking the footpath down Church Hill. Clerk to request contractor remove this and also tree parts in Coopers Hill Road

**RB**

**36/14 Report from County & District Council – For information.**

C. Cllr Helena Windsor made a report on current road works by SCC Highways and overdue maintenance issues in Mid Street and Clay Lane

**END OF PUBLIC FORUM**

County Councillor and residents then left the meeting.

**37/14 Approval of the Minutes of the Parish Council Meeting held on 5<sup>th</sup> February 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.

**38/14 Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda**

None

**39/14 Assistant to the Clerk – brought forward from Agenda**  
**Report to Parish Council – February 2014**

Sean Hayes read his report and a copy attached

**40/14 COMBINED COMMITTEE**

**41/14 PLANNING & DEVELOPMENT**

**41/1/14 Planning Decisions** by Tandridge District Council since last Combined Committee Meeting:  
As listed on planning schedule

**41/2/14 Current Planning Applications** – the following applications to be considered and comments agreed for submission to Tandridge District Council:

- **TA/2014/241 Granary Cottage, Hale Farm, Kings Cross Lane, South Nutfield..** Demolition of existing conservatory. Erection of single storey extension to west elevation. Conversion off granary/outbuilding to annexe and erection of single storey link from main dwelling to annexe. (Listed Building Consent)  
Dated 17/02/14 - 21 days - NPC comment by 12/03/14  
**NPC Comment - No Objection - Neighbours**

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

- **TA/2014/255 23 Kings Acre, Kings Cross Lane, South Nutfield..** Erection of first floor extension to rear elevation  
Dated 24/02/14 – 21 days – NPC comment by 17/03/14  
**NPC Comment - No Objection - Neighbours**
- **TA/2013/1742 2 New Cottages, High Street, Nutfield...** Demolition of single storey outhouse and erection of part 2-storey, part single storey extension to eastern flank elevation with photovoltaic solar panels to rear roof slope (amended plans and certificate of ownership)  
Dated 25/02/14 – 21 days – NPC comment by 18/03/14  
**NPC Comment - No Objection - Neighbours**
- **TA/2014/229 7 Ridge Green, South Nutfield..** Erection of first floor extension  
Dated 26/02/14 – 21 days – NPC comment by 20/03/14  
**NPC Comment - No Objection - Neighbours**

**41/3/14 Aviation matters**

**RAL Appeal** - update public meeting

Meeting arranged for 8pm on 13<sup>th</sup> March in Village Hall, thanks by NPC, refreshments afterwards

**41/4/14 TDC Bye-laws for Nutfield Marsh**

Update

No communication from H M Government office as yet, possibly during March

**42/14 FINANCE & GENERAL PUROSES**

**42/1/14 Finance**

**Agree Payment of February Invoices received**

**PAYMENTS FOR FEBRUARY 2014**

**Signed on 5<sup>th</sup> March 2014**

002710 Clerks salary – as per contracted terms		
002711 Clerks expenses		85.07
002712 Assistant to Clerk salary – as per contracted terms		
002713 Assistant to Clerk expenses		5.85
002714 H.M. Revenue & Customs Income Tax + N.I. - as per contracted terms		
002715 Cole Jarman - Invoice 13373 RAL Inquiry - Acoustic consultancy services end of January		3372.00
002716 Hire - Loo - Invoice 57549 Cemetery/WBA Service 20/01/14-31/01/14 @ £20.00 per week		41.18
002717 Ken Hamilton – Invoice 373.54 Maintenance work Nutfield Cemetery 01/02/14 – 28/02/14	110.00	
Ken Hamilton – Invoice 373.55 Maintenance work Nutfield Woodland Burial site 01/02/14 - 28/02/14	<u>235.00</u>	345.00
002718 P G Murray RAL Inquiry Compose & submit final draft Proof of Evidence for RAL Inquiry Assist preparation of Summary Proof & Rebuttals Attend at Inquiry (addl. days) assist Rose Grogan update Update NPC rep P Forbes at all times		495.00
002719 Nutfield Village Hall Ltd - Invoice 14/106 Hire of Village Hall Meeting Room 08 Jan 14	20.00	
Hire of Village Hall Meeting Room 05 Mar 14	20.00	
Hire of Village Hall Meeting Room 05 Feb 14	<u>20.00</u>	60.00
002720 Sutton & East Surrey Water - Bill No.42 Water services to Cemetery 14/08/13 - 11/02/14	45.65	
Sutton & East Surrey Water - Bill No.48 Water services to Allotments 21/08/13 - 13/02/14	<u>39.24</u>	84.89
002721 Nutfield Parochial Church Council Mowing St Peter & St Paul Churchyard 01/06/13 - 31/12/13		205.01
002722 Sweethaven Computers - Invoice 145692 Workshop repair laptop		<u>54.00</u>

**TOTAL PAYMENTS**

**£ 6425.89**

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

#### 42/2/14 On-line Banking

Clerk reported he had attempted to open NatWest Online Banking on their website but it only allows for 5 signatories, so he had telephoned their call centre and 2 sets of forms will be posted to be completed and sent

#### 42/3/14 St Peter & St Paul Closed Churchyard

To agree on-going annual maintenance charge for grounds maintenance

**PROPOSAL: That Council agrees an amount to donate annually to the PCC at St Peter & St Paul Church for basic grounds maintenance of the Closed Churchyard and the Council also agrees to pay a bi-annual charge by our contractor for hedge cutting on the church boundary along Church Hill.**

Discussion on the proposal took place and considered previous fees and past payment schemes.

**It was Proposed that Council pay St Peter & St Paul Church the annual sum of £500 towards the costs of maintaining the closed churchyard and to include in this the bi-annual cost to cut the roadside hedge. AGREED**

#### 42/4/14 New Field

Update on acquisition progress

Hedleys Solicitors instructed for legal process. Public Works Loan Board forms submitted for loan of £38,000, awaiting decision

#### 42/5/14 Cemetery/Woodland Burial Area Parking

Evonik UK Holdings Ltd – update on SR letter re use of field for parking

Letter received advising Council should wait until prospective new owners of the land are in place and then apply to rent part of the field

WBA Tablets orders

Tablets all on order and awaiting delivery

Woodland Burial area footpath

Completed main part but top-up to surface on original pathway on hold until weather improves.

#### Close meeting

##### Memorial Hall

##### New Building

Update of construction process & Utilities

Clerk explained delay in commencing build due to amendments necessary to plans to enlarge two rooms and amend size of store room, plus Thames Water approval for joint services now in.

Finance – update

Accounts had been circulated

Grants

Cllr, Dowden had written to companies and organisations, only one reply so far from Biffa re. solar panels refusal, Clerk to request reason at joint Biffa Meeting

RB

#### Re-Open meeting

#### 43/14 ENVIRONMENT & AMENITY

##### 43/1/14 Nutfield Marsh

JJ Franks application

Cllr Forbes that preservation of Glebe Lake will be a main opposition item to the planning application

##### 43/2/14 Jubilee Fields, South Nutfield

Fields, Hedges, Ditches condition

Chairman reported ditches have rubbish put in them and increasing. The eastern footpath is in poor condition and stile & gate damage there, on BRI land?

SCC kissing gates

Clerk and S Hayes reported new kissing gates being installed in the Parish, Clerk to contact SCC Footpaths officer to update her on new field acquisition and the need for new kissing gates on the adjoining footpaths

RB

Campden BRI

No further news on corner field, report sent in re footpath state and horses

Sub-committee update

No further report

Land security

Clerk discuss with local residents security lighting. Adjoining resident to Scout Hut may assist.

Request contractor replace the log behind the gate as before.

RB

##### 43/3/14 Parish Council Land

Update on Parish land & trees state following storms

No further damage

**43/4/14 Highways, Traffic & Parking**

Roads & Trees storm damage report

Church Hill tree down on footpath, Clerk contact contractor to remove

**RB**

Highway incidents + Speeding

20mph speed-limit proposal by Clerk for outside the School should be considered as cars are speeding through there. In news, Limpsfield School just installed, Clerk check with Police/SCC

**RB**

**43/5/14 Allotments**

Update on installation of 4 self- feed water tanks and one standpipe tap in the Allotments.

Installation completed by contractor. Standpipe in centre far end path.

Water to be turned on 1<sup>st</sup> April

**RB/SH**

**43/6/14 Clerks Report –**

Nutfield Link - April copy items

Parish Assembly, Helicopter visit, Memorial Hall update, new land if progress.

TDC Winter Servicing Pavement scheme – update

Not used so far as no ice or snow

Any other items

None

**44/14 Matters for reporting or inclusion on future agenda**

Resident had reported to Cllr Sandiford the boundary stone in Mid Street opposite Braes Mead had fallen back and needed re-siting and painting white. Clerk and KS to investigate

**RB/KS**

Cllr Forbes reported on new proposal for reducing parking outside the Village Hall. It was suggested this should be told to the Parish first as many will be against this.

It highlighted the possibility of parking on the Recreation Ground as previously discussed

**45/14 Other matters- for information only**

None

**46/14 Dates of next meetings:**

**Combined Committee Meeting – P&D, F&GP, E&A – 19<sup>th</sup> March 2014**

**Council Meeting – 2<sup>nd</sup> April 2014 - Committee Room, Village Hall - 7.30pm**

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

**MEETING CLOSED 22.30pm**

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**Signed, Chairman, 2<sup>nd</sup> April 2014**

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