



Nutfield Parish Council Minutes

Memorial Hall, High Street, Nutfield, Surrey

4th March 2020

Meeting opened at 7:30 pm and closed at 10.05 pm.

Email: parishclerk@nutfieldpc.com Website: www.nutfieldpc.com

Councillors (Cllrs) present:

Cllr Stephen Hall (Chairman)
 Cllr Jon Dadswell
 Cllr Amanda Earl
 Cllr Sue Ford
 Cllr Rigel Mowatt (Vice Chair)
 Cllr Ian Reeve

Apologies:

Cllr John Clarke
 Cllr Aled Duggan
 Cllr Dean Holborn

Attending:

15 visitors
 Cllr Vickers
 Cllr Black

Apologies

In attendance: Nicky Chiswick (NC), Clerk

1.	The Chair to open the meeting Cllr Hall opened the meeting.	
2.	Councillor apologies for absence. Cllr Clarke, Cllr Duggan and Cllr Holborn	
3.	Code of Members' Conduct The Clerk confirmed that no Cllr had made a change to their Cllrs' Notification of Disclosable Pecuniary & Other Interests form since the last meeting. All Councillors present declared an interest in Item 14 – as Trustees to the Charles Maw Trust. Given that all Councillors are named Trustees, the Council agrees to Member dispensations to enable the Council to undertake its duties i.e. to properly consider a request for a Grant from the Charles Maw Trust Charity.	
4.	Public Session - 4 parishioners asked several questions on the groundworks that have taken place behind the A25 during the last week. Tandridge District Councillors who were in attendance answered from a district council level. Topics covered were footpaths, wildlife habitat timeframes, clarity on what the landowners can and cannot do, bank work around the church car park and ecologist/geologist timings and asking if Gores Meadow is landfill. A representative from Nutfield Conservation Society updated everyone on their communication with Simon Elson (Principal Environmental Enhancement Officer - Surrey County Council). Cllr Vickers updated communication received from the Developers Agents (Jennings Nicolson Associates) in which it noted that St Peter and St Paul had communicated with them to improve the car park. Also advised that Tandridge District Council planning and tree officer have taken a site visit accordingly. Cllr Hall read out statement from NPC ' <i>NPC have not received any notification of a planning application having yet been made for the land to the rear of Nutfield Road and High Street and so are unable to comment. We have received messages of concern over activities on the land from Parishioners,</i>	

	<p><i>which have been passed to the relevant authorities (Surrey County Council and Tandridge District Council planning department).'</i></p> <ul style="list-style-type: none"> - A parishioner highlighted the condition of the A25 and how it has become more dangerous and dirtier. Also highlighted the cemetery layby condition was getting worse and there is a noticeable increase of usage for large lorries. Cllr Hall highlighted the ongoing issues that the Parish Council are witnessing at the layby and urged parishioners to contact or send photos to the Surrey County Council online report function. 																					
5.	<p>Report from County & District Councillors</p> <p>Cllr Black</p> <ul style="list-style-type: none"> - Foot path from A25 to Sandy Lane – noted that it has trees across it. Clerk to view and take appropriate action. <p>Cllr Vickers</p> <ul style="list-style-type: none"> - Eugene Bann APPEAL - APP/M3645/W/19/324318I – 24th March. Waiting to hear how many speakers will be allowed. Asked if NPC’s planning consultant would be able to attend. The council noted and will discuss under item 7. - Advised that Speed Watch has started again. 	NC																				
6.	<p>Acceptance of Last Minutes</p> <p>The Clerk had prepared, and circulated minutes of the meeting held on the 5th February 2020. Cllrs approved these minutes’ and the Chair signed them on behalf of the Council. The Clerk to arrange the display of these minutes on the Council’s notice boards and website.</p>	NC																				
7.	<p>Planning Applications</p> <p>There were 10 applications, 2 withdrawn applications and 1 Appeal from TDC since the last Parish Council meeting.</p> <table border="1"> <tr> <td>2020/234</td> <td>10 Kings Acre, Kings Cross Lane, South Nutfield RH1 5NU</td> <td>Erection of two storey side and rear extension and loft conversion. Comment – No objection</td> <td>NC</td> </tr> <tr> <td>2020/60</td> <td>6 Cricket Hill, South Nutfield RH1 5SE</td> <td>Proposed single storey rear extension and first floor side extension Comment – No objection</td> <td>NC</td> </tr> <tr> <td>2020/136/NH</td> <td>Muddle Cottage, Nutfield Marsh Road, Nutfield RH1 4EU</td> <td>Erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6 metres, for which the maximum height would be 3.6 metres, and for which the height of the eaves would be 2.59 metres (Notification of a Proposed Larger Home extension) Comment – No objection</td> <td>NC</td> </tr> <tr> <td>2020/238</td> <td>160 Mid Street, South Nutfield RH1 5RP</td> <td>Erection of new mono pitched roof to replace existing flat roof and alterations to the elevations. Comment – No objection</td> <td>NC</td> </tr> <tr> <td>TA/2019/13</td> <td>Eugene Bann Tennis Centre, Crab Hill Lane, South Nutfield RH1 5PG</td> <td>Demolition of existing tennis centre. Erection of block of 23 flats with associated vehicular access, parking and landscaping (Revised Plans received) APPEAL - APP/M3645/W/19/324318 Comment – fully supported suggestions from Carole Forrest, and Clerk to action and email ‘the inaccuracies’</td> <td>NC</td> </tr> </table>	2020/234	10 Kings Acre, Kings Cross Lane, South Nutfield RH1 5NU	Erection of two storey side and rear extension and loft conversion. Comment – No objection	NC	2020/60	6 Cricket Hill, South Nutfield RH1 5SE	Proposed single storey rear extension and first floor side extension Comment – No objection	NC	2020/136/NH	Muddle Cottage, Nutfield Marsh Road, Nutfield RH1 4EU	Erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6 metres, for which the maximum height would be 3.6 metres, and for which the height of the eaves would be 2.59 metres (Notification of a Proposed Larger Home extension) Comment – No objection	NC	2020/238	160 Mid Street, South Nutfield RH1 5RP	Erection of new mono pitched roof to replace existing flat roof and alterations to the elevations. Comment – No objection	NC	TA/2019/13	Eugene Bann Tennis Centre, Crab Hill Lane, South Nutfield RH1 5PG	Demolition of existing tennis centre. Erection of block of 23 flats with associated vehicular access, parking and landscaping (Revised Plans received) APPEAL - APP/M3645/W/19/324318 Comment – fully supported suggestions from Carole Forrest, and Clerk to action and email ‘the inaccuracies’	NC	
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			Agreed to ask Carole Forrest to attend appeal if possible (24th March at 10am at TDC offices), with Cllr Hall on NPC's behalf and of a cost up to £250. Agreed that the final statement to be read out (if possible) to be agreed by email by councillors. Clerk to liaise with Carole Forrest accordingly.	NC
2019/862/ COND1	Ridge Green House, 9 Ridge Green Close, South Nutfield RH1 5RW	Details pursuant to the discharge of Condition 4 (Arboricultural Method Statement), of planning permission ref:2019/862 dated 02 September 2019 (Proposed replacement outbuilding and formation of new site entrance, walls and gates.)	Comment – No objection	NC
2020/236	Mercers South Quarry, Bletchingley Road, Nutfield RH1 4EU	The extraction and screening of sand from Mercers South with progressive restoration to agriculture using inert waste materials, together with associated infrastructure, on a site of 52.2ha and the temporary diversion of public footpath 173 for the duration of the operations without compliance with Condition 8 of planning permission ref: TA/2019/34 dated 6 June 2019 so as to allow revision to the numbers of HGV movements. (Consultation from Surrey County Council)	Noted - Withdrawn	NC
2020/237	Mercers South Quarry, Bletchingley Road, Nutfield RH1 4EU	The extraction and screening of approximately 250,000 tonnes of sand from an area of 1.57ha, as an extension to the phasing within the existing Mercers South Quarry, with progressive restoration to agriculture using inert waste materials without compliance with Condition 8 of planning permission ref: TA/2017/2346 dated 23 April 2018 so as to allow revision to the numbers of HGV movements. (Consultation from Surrey County Council)	Noted - Withdrawn	NC
2020/161	Site adjacent to 9 Mid Street, Mid Street, South Nutfield RH1 4JU	Demolition of former stable building. Erection of detached 2-bedroom dwelling.	All fully supported report from Carole Forrest and spend of £65. Clerk to action and send.	NC
2020/290	Hamme House, Kings Mill Lane, South Nutfield RH1 5NB	Demolition of existing canopy, erection of glass canopy with infill porch to rear.	Comment – No objection	NC
2020/285	The Hollies, Church Hill, Nutfield RH1 4JA	Erection of hip to gable in association with conversion of loft space to habitable accommodation, and erection of rear dormer. (Certificate of Lawfulness for Proposed Use or Development)	Comment – No objection	NC

	2020/130	Kings Lodge, Nutfield Park, South Nutfield RH1 5PA	Extension of existing car park for complex needs facility. Comment – No objection		NC
	2020/308/ TPO	Nutfield Memorial Hall, High Street, Nutfield RH1 4H	London Plane (T4) reduce back all branches encroaching onto memorial hall by 2.5 metres, retaining healthy growth Comment – No comment as Nutfield Parish Council has interest in this Planning Application.		NC
	<p>Nutfield Activity Park. No planning application had been submitted at the time of the Parish Council March meeting. Clerk is to share any communication from Jennings Nicolson Associates that she receives with full council and Simon Elson (SCC). Discussed in detail, proposed and agreed to advise Jennings Nicolson Associates that the Parish Council can attend a presentation after the application has been submitted but cannot attend a meeting or comment.</p> <p>It was noted from the above point to add a section to the next link advising of how the parish can/cannot advise/comment on planning points and our limitations and powers.</p>				NC
8.	<p>Reports from the Clerk</p> <ol style="list-style-type: none"> 1. <i>Memorial Hall Correspondence – Defibrillator has been officially handed over to the Memorial Hall as of 5th March 2020. They will install, log the unit with the relevant bodies and register warranty. They will also advertise the unit once it is up and running, offer training and for Clerk to share the Village Hall Defib poster with the Memorial Hall. NPC to place these posters in the Marsh and Memorial Hall notice boards.</i> 2. <i>Redhill Aerodrome – Cllr Mowatt had spoken with English Heritage after sending the report to them. Cllr Mowatt gave a full run down to the council on the conversation. It was fully agreed for Cllr Mowatt to contact one of the consultants that is based in Farnham recommended during the conversation and update at April meeting as to his findings.</i> 3. <i>TDC Public Bins – Further to the Clerk speaking with Cllr Vickers, it was advised that the bin project had been put on hold and was to be reinstated from April 2020.</i> 4. <i>Grit bin – to ensure Asset list is up to date with both Kentwyn and Nutts Corner bins. Clerk to get a quote for bagged grit in the summer. Clerk to check grit bin outside Crown Vets on A25.</i> 5. <i>Litter pick – As long as the relevant H & S risk Assessment has been completed, NPC are happy to cover the insurance for the annual litter pick. Clerk has checked with insurers prior to the meeting. Clerk to inform relevant people.</i> 6. <i>SLL membership agreed by all – cost of £202. Clerk to action.</i> 7. <i>Parish Office update – clerk shared the spreadsheet to where we have got to with the full council. All councillors happy with the progress.</i> 8. <i>Other correspondence</i> <ul style="list-style-type: none"> • <i>Drains issue on A25 road. Cllr Hall to get a cost of gully suckers, ditch cleaning and road sweeper and to report back at April meeting.</i> 				NC RM NC NC NC NC SH
9.	<p>Local Transport</p> <ul style="list-style-type: none"> • <i>Reigate, Redhill & District Rail users Association - £5 membership approved by all. Clerk to action.</i> 				NC
10.	<p>Finance</p> <ol style="list-style-type: none"> 1. The Clerk confirmed the total reserve bank balance of £89,665.49 and current bank balance £200. CIL money in Lloyds account is £ 87,212.80. Clerk presented the bank reconciliation (January 2020) to the Chairman (Cllr Hall) for signing – Cllr Hall signed. 				

	<p>2. Cemetery finances had been circulated previously to councillors. Summary: Budget: £20,000, income: £53,002.00 and expenditure: £24,851.96.</p> <p>3. Councillors had received the new updated 'Financial Risk Register' prior to the meeting. All approved to adopt the new document.</p> <p>4. Noted – Shared with councillors the update of 'Governance of Public Works Board'.</p> <p>5. Clerk updated the council on the recent issue she has had with the error made on cheque signatories by NatWest and confirmed she had put in an official compliant to the bank. Confirmed that the signatories on the NatWest banking should be all councillors plus Clerk (J Dadswell, S Hall, S Ford, N Chiswick, R Mowatt, A Earl, J Clarke, D Holborn, I Reeve, A Duggan). NatWest paperwork signed by all relevant Cllrs at the meeting. Clerk to pursue and report back at April meeting.</p>	NC
11.	<p>Police Update</p> <ul style="list-style-type: none"> • Next meeting booked in 20th April 2020 @10.30am • CCTV – Feasibility site took place today (5th March) with Cllr Hall and Cllr Dadswell. The Survey company to return in the evening to look at the sites in the dark. Summary: 5 entrances to the Parish and cameras at 12 locations (2 at cemetery). There will be a monthly cost for 4G to return data to the base unit. To look at insurance when insurance is renewed. Feasibility report to be reviewed at April Meeting. 	SH & JD
12.	<p>Nutfield Annual Fireworks Display/Bonfire</p> <p>To be carried over to April meeting.</p>	NC
13.	<p>VE Celebrations</p> <p>Noted that the band and linen deposit will be sent tomorrow (Thursday 7th March) by the Clerk.</p>	NC
14.	<p>Grant Applications</p> <p><i>Grant received from Charles Maw Trust (CMT) for tree work at Memorial Hall playing field for up to £1750. It was discussed in detail and approved, as for insurance purposes, the tree work highlighted in the recent tree survey must be carried out asap. The current CMT funds do not allow for the tree work to take place. It was agreed by all for NPC to carry out the tree work under health and safety grounds (Budget from General reserves). Clerk to action and book in.</i></p> <p><i>Note - Given that all Members are named Trustees the Council agrees to Member dispensations to enable the Council to undertake its duties i.e. to properly consider a request for a Grant from the Charles Maw Trust Charity</i></p>	NC
15.	<p>Parish Assembly</p> <p>Refreshments – Clerk to purchase refreshments from Holborns.</p> <p>Financial & Chairman Report – Clerk and Chairman to create for approval at 1st April meeting.</p> <p>Poster – Approved.</p> <p>Timing – starts at 10am, should be finished by midday.</p> <p>Attendance – Jon Vale from Surrey Police. Councillors to attend and drum up as much support as possible.</p> <p>Clerk to provide badges for each councillor.</p>	NC NC & SH ALL NC
16.	<p>Working Groups</p> <p>Working groups are set as per Appendix 1.</p> <p><u>Communications</u></p> <p><i>Clerk highlighted the need for an amend to the website further to half yearly audit 2019/2020. Cost for Blue Pixel to carry out is £50. Fully approved to go ahead. Clerk to action.</i></p>	NC

	<p><u>Highways</u></p> <ul style="list-style-type: none"> - Highways Assistant, Richard Crutchfield started today (5th March) and the Cllrs welcomed him to the team. - Bollard cost for outside the Village hall was presented (£1250 plus VAT). Not to proceed on this occasion. <p><u>Cemetery</u> – Cemetery report was circulated to councillors prior to the meeting and all proposals were agreed.</p> <ul style="list-style-type: none"> - Clerk and Assistant Clerk’s car wash on a need to have basis fully agreed. - Emergency work was completed on in 11th and 24th Feb due to health and safety - £730 plus VAT and £540 plus VAT. A further horse chestnut tree to be felled within March at £1344.00 plus VAT. All noted and agreed by councillors that this was the correct action to do. Costs of Tree survey - £560 plus VAT full agreed. - Maintenance Tender for 2020 to 2023 – one response was received. Reviewed and proceeding based on increased hours at £747.92 plus VAT a month. Contract to be created and meeting arranged with ‘The Groundsman’ 58.95 plus VAT – agreed for no dog fouling/dogs on lead signs. Clerk to order. - Cemetery open morning marketing material. Clerk proposed the items and agreed costs of no more than £1000. Clerk and Assistant Clerk to action. - Link stuffing for Cemetery open morning leaflets – taking place 9.30am on Wednesday 22nd April. Cllr Hall to carry out the stuffing. - Electricity submission has been rejected by UK Power. Clerk and Cllr Hall have located an alternative route. Cllr Hall to create letter asking for further discussions from landowner where the new route could go. - Proposed and all fully agreed to support the East Surrey Badger Protection Trust with a donation of £100 further to a Senior Field Officer conducting a survey of the cemetery to inspect several holes and advise if badgers are living in the cemetery. The conclusion is that they are not, but there is evidence of Badgers being in the cemetery so we should be cautious. Clerk to send cheque. - Pricing to increase on 1st April as per schedule. Clerk to Action. 	<p>NC</p> <p>NC</p> <p>NC</p> <p>NC & SA</p> <p>SH</p> <p>SH & NC</p> <p>NC</p> <p>NC</p>
17.	<p>Groundworks, land and tree management (including burial grounds and allotments)</p> <ol style="list-style-type: none"> a) Tree proposal – Four quotes received, and based on customer service, responsiveness on quote, location, price, online reviews, it was proposed for DH Trees Limited to be NPC’s preferred tree surgeon. Dave Ford Tree Care will be reserve tree surgeon. Agreed by all. b) Village Green Tree – Clerk to book in work based on point a. Agreed spend of no more than £500. c) Cllr Reeve updated the council on the Tree Wardens ideas for the trees and Jubilee fields. Possibility of rewilding, but limited knowledge on how this works. Application for trees have been approved and trees are to arrive in November. Cllrs reviewed the map and size of the jubilee fields and Cllr Reeve to take away to propose tree location for a future meeting discussion and an official proposal to be brought to council. Agreed for Haylage to go ahead for 2020 as per normal. d) Tree Surveys for Jubilee fields, Allotment and the Triangle to be booked in over the coming months. In budget and fully approved - Clerk to book in accordingly. e) Clerk presented the communication from plot holder in terms of disagreement of tenancy agreement. Clerk and Assistant Clerk to work through and reply accordingly. 	<p>NC</p> <p>NC & IR</p> <p>NC</p> <p>NC & SA</p>
18.	<p>Events (public) and meetings of Outside Bodies (other than transport groups)</p> <ul style="list-style-type: none"> - TDC local committee – 6th March - Discover Gatwick – 18th March – Cllr Hall, Cllr Reeve and Clerk - Biffa Liaison meeting – 19th March @ 5.30pm – Sue Ford 	
19.	<p>Councillor surgeries and monthly news article</p>	

	Link Article – Nutfield Green Activity Park, Cemetery open morning, bulk collection, VE Celebrations, Highways Assistant, What the PC do.	SH
20.	Training (and conferences). Nothing to report	
21.	Payment(s) Cllrs approved the list of payments that had been prepared and circulated by the Clerk prior to the meeting (see Appendix 2: Schedule of Payments) which totalled £10,011.61 (VAT inclusive). Clerk to dispense payments.	NC
22.	Any other business the chairperson is of the opinion should be considered at the meeting as a matter of urgency - Tree Warden insurance request for insurance. Cost of £201.52 was agreed. Clerk to action	NC
23.	Notification of business for inclusion on the next agenda	
24.	Next meeting date(s) Cllrs noted that the Council's next meeting would take place on 1 st April 2020 at Nutfield Village Hall, Mid Street, South Nutfield, RH1 at 7.30 pm.	ALL
25.	Sub-section 2 – Public Bodies (Admissions to Meetings) Act 1960:	

Appendix 1 – Working Groups

(Amended December 4th 2019)

Working Group	Tasks and projects	Members <i>(Heads <u>underlined</u>)</i>
Cemetery	Burial records and customer service	<u>Sue</u> , Stephen, Nicky and Sarah
Communications	Annual Parish Assembly, Website, The Link, Email management, Public Relations (strategy), Press Releases, Local Government Transparency, General Data Protection Regulations	<u>Amanda</u> , Ian, Stephen and Nicky
Community	Fly grazing (Council land), Crime Prevention measures, and support to vulnerable people.	<u>Jon</u> , Ian, and Dean
Environment	Environment, Green Parish Issues, Climate Change	<u>Ian</u> , Amanda and Aled
Finance	Budget, Insurance, Risk Assessment, Audit, Asset List.	<u>Rigel</u> , John, Jon and Nicky
Highways	Snow Angels, Air Quality, reporting condition of roads, pavements and over-grown vegetation on verges etc. to SCC, 20 mph speed limit projects, Street Lighting.	<u>Stephen</u> , Aled and Sarah
Land	(Play areas), Tree Work, Bus Shelter, Cemetery & WBA sites (Health & Safety), (War Memorial), Jubilee Fields, Village Entry Signs, the Triangle, Village Green, the Pound, Allotments, (Nutfield Marsh).	<u>Ian</u> , Dean, Aled, Sarah and Nicky
Planning	Monthly planning cases, Mineral extraction, Affordable Housing, Neighbourhood Planning, Protection of the Green Belt. Local Plan	<u>John</u> , Rigel and Jon
Staffing	Appraisals, contracts, pensions, well-being issues, HR policies.	<u>Stephen</u> , Jon and Nicky
Transport	All matters relating to airfields and airports including consultations, local railways.	??, Steve Hanks and Duncan Mallison
Charities/Trust/Grant	CMT, MHT, grant opportunities	<u>Rigel</u> and Amanda

Chq No.	Ref Budget Code	Payee	Date of invoice	VAT Number	Net (£)	VAT (%)	Gross (£)	VAT Amount (£)	Comments	Paid
003669	409 39	Fairalls (Builders Merchants) Ltd	07/02/2020	528506843	£ 6.58	20%	£ 7.90	£1.32	Key	
003670	410 5	DM Tree Services Limited	20/02/2020	258007215	£ 450.00	20%	£ 540.00	£90.00	emergency cemetery tree work	
003671	411 5	DM Tree Services Limited	11/02/2020	258007215	£ 600.00	20%	£ 720.00	£120.00	emergency cemetery tree work	
003672	412 0	Primmerland	17/02/2020	603352684	£ 30.00	20%	£ 36.00	£6.00	Parts of printer	
003673	413 0	Primmerland	17/02/2020	603352684	£ 652.50	20%	£ 779.00	£126.50	main body of printer	
003674	414 5	The Groundsman Ltd	28/02/2020	267073491	£ 500.00	20%	£ 600.00	£100.00	Grounds maintenance for Nutfield Cemetery and Nutfield (Woodland Burial) (February 2019)	
003675	415 32	SLOC	01/04/2020	N/A	£ 202.00	0%	£ 202.00	£0.00	SLOC registration	
003676	416 26	DM Payroll Services Ltd	28/02/2020	N/A	£ 54.00	0%	£ 54.00	£0.00	Payroll Services 2019/2020 4th quarter	
003694	417 0	Dunstan Richard	34/01/2020	N/A	£ 450.00	0%	£ 450.00	£0.00	80% fee for VE Music	
003678	418 5	Howard Fine	12/02/2020	N/A	£ 100.00	0%	£ 100.00	£0.00	Cemetery	
003679	419 32	Reigate, Rehill and District Users Association	N/A	N/A	£ 5.00	0%	£ 5.00	£0.00	Subscription annual fee	
003680	420 4	Oyam	26/02/2020	495462803	£ 30.42	20%	£ 36.50	£6.08	Bench plaque	
003681	421 5	Archer Safety Signs	25/02/2020	580926315	£ 58.95	20%	£ 70.74	£11.79	Doc signs - cemetery	
003682	422 11	Zurich	21/02/2020	N/A	£ 191.52	0%	£ 191.52	£0.00	Tree Warden Insurance	
003683	423 25	Mrs C.A.Cruickshank	08/03/2020	N/A	£ 65.00	0%	£ 65.00	£0.00	TA2020/161 and TA2019/1921 - planning	
003684	424 13	East Surrey Badger Protection Trust	N/A	N/A	£ 100.00	0%	£ 100.00	£0.00	Donation to ESRT for completion of Badger survey	
003685	425 28	Nicky Chiswick	N/A	N/A	xxx	0%	#VALUE!	xxx	Clerk Salary (February 2020)	
003686	426 38	Nicky Chiswick	N/A	N/A	£ 533.60	0%	£ 533.60	£0.00	Expenses claimed by the Clerk (February 2020)	
003687	427 39	Sarah Abellon	N/A	N/A	xxx	0%	#VALUE!	xxx	Current Clerk Salary (February 2020)	
003688	428 39	Sarah Abellon	N/A	N/A	£ 92.16	0%	£ 92.16	£0.00	Expenses claimed by the Assistant Clerk (February 2020)	
003689	429 44	Sarah Abellon	N/A	N/A	xxx	0%	xxx	xxx	Net Clerk Salary (February 2020)	
003690	430 44	Sarah Abellon	N/A	N/A	£ 39.31	0%	£ 39.31	£0.00	Expenses claimed by the Net Clerk (February 2020)	
003691	431 30	HMO Revenue and Customs	N/A	N/A	£ 599.73	0%	£ 599.73	£0.00	PAE and Caps IA WIS (February 2020)	
003692	432 0	Hilmark Catering Equipment	09/03/2020	574373617	£ 245.00	20%	£ 294.00	£49.00	50% fee for VE linen	
003693	433 0	Lambert & Associates	04/03/2020	709259931	£ 1,000.00	20%	£ 1,200.00	£200.00	Part payment of CCTV Feasibility report	
DD*	434 31	National Employment Savings Trust (NEST)	N/A	N/A	£ 157.67	0%	£ 157.67	£0.00	Pension - Employer and employees contributions (February 2020)	
DD*	435 0	Lloyds	10/01/2020	N/A	£ 8.00	0%	£ 8.00	£0.00	Service Charge	
DD*	436 23	Sweethaven Company Limited	01/03/2020	463782087	£ 40.68	20%	£ 48.82	£8.14	85 back up	
DD*	437 23	Sweethaven Company Limited	01/03/2020	463782087	£ 63.80	20%	£ 76.56	£12.76	85	
DD*	438 5	SES Business Water	N/A	N/A	£ 3.00	0%	£ 3.00	£0.00	Monthly water charges - cemetery	
DD*	439 1	SES Business Water	N/A	N/A	£ 13.00	0%	£ 13.00	£0.00	Monthly water charges - allotments	
DD*	440 25	XON	24/02/2020	938445212	£ 40.84	20%	£ 49.13	£8.19	Roadband	
DD*	441 25	EE	11/02/2020	105719348	£ 53.97	20%	£ 64.76	£10.79	Telephone Bill	
		Total			£ 9,297.04		£ 10,011.61	£ 794.57		

*** See of 2% money

**** See of 100% money

***** See of 100% money

***** See of 100% money

Signed: Date: 4th March 2020
Nicky Chiswick, Clerk to Nutfield Parish Council

Signed:
Parish Councillor Parish Councillor 2

Signed:
Parish Councillor Parish Councillor 1