



Nutfield Parish Council Minutes

Nutfield Village Hall

28th July 2021

Meeting opened at 7.30pm and closed at 8.20pm.

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

Councillors (Cllrs) present:

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

Apologies:

Cllr John Clarke
Cllr Aled Duggan
Cllr Dean Holborn

Attending:

Cllr John Farnaby

In attendance: Nicky Chiswick (NC), Clerk

1.	The Chair to open the meeting. Cllr Hall opened the meeting.	
2.	Councillor apologies for absence. Cllr John Clarke, Cllr Aled Duggan, Cllr Amanda Earl, Cllr Dean 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.	
4.	Public Session <ul style="list-style-type: none"> Cllr John Farnaby (Godstone Parish Council) shared with NPC Godstone's response to planning application 2021/1040. The council thanked him for his time in attending, and for GPC's support. 	
5.	Report from County & District Councillors None	
6.	Acceptance of Last Minutes The Clerk had prepared, and circulated minutes of the meeting held on the 7 th July 2021. 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.	NC
7.	Planning Applications To discuss and review (including any expenditure) the planning applications and appeals notified by TDC and SCC since the Parish Council's last meeting: <i>2021/1040 Nutfield Green Park, The Former Laporte Works, Nutfield Road, Nutfield, Surrey. Construction and operation of Nutfield Green Park with access from Nutfield Road and Nutfield Marsh Road comprising the construction of an outdoor activity park using imported inert materials, the operation of an outdoor activity park, the construction and operation of an associated wellbeing centre (GP surgery, pharmacy, community diagnostic hub, community shop, restaurant/cafe, creche, office hub, event</i>	

	<p><i>space, indoor and outdoor gyms together with ancillary uses such as 2 staff accommodation units, treatment rooms and storage) together with development of up to 239 residential units, a 70 bedroom rehabilitation and respite care facility with an associated up to 100 extra care units and staff accommodation for up to 21 staff together with infrastructure, landscaping and open space. (Outline for Access and Layout)</i></p> <p>Comment – full discussion (including voting and expense approval) took place under item 13. Agreed for this text to be circulated ‘Nutfield Parish Council fully agree to object to planning application 2021/1040 - Nutfield Green Park. We are gathering further technical information to finalise our submission for the new August deadline.</p> <p>If anyone has any technical (flooding, traffic, drainage, waste, etc) expertise and is willing to help us, please contact the clerk on parishclerk@nutfieldpc.com’</p>	NC
9.	<p>Any other business the chairperson is of the opinion should be considered at the meeting as a matter of urgency.</p> <p>None</p>	
10.	<p>Notification of business for inclusion on the next agenda</p> <p>None</p>	
11.	<p>Staffing Payments</p> <p>Councillors approved the list of staffing payments (as next August meeting is on the 11th this is not within the timeframe to pay staff) that had been prepared and circulated by the Clerk prior to the meeting (see Appendix 2: Schedule of Payments) which totalled £ 608.65 (VAT inclusive). Clerk to dispense payments via online banking.</p>	NC
12.	<p>Next meeting date(s)</p> <p>Cllrs noted that the Council’s next meeting would take place on 11th August 2021 Nutfield Village Hall at 7.30 pm. Parishioners to attend by appointment only.</p>	ALL
13.	<p>Sub-section 2 – Public Bodies (Admissions to Meetings) Act 1960:</p> <p>Two items</p>	

Appendix 1 – Working Groups

(Amended May 5th 2021)

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> and Rigel
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.	<u>Jon Dadswell</u> , Steve Hanks and Duncan Mallison
Charities/Trust/Grant	CMT, MHT, grant opportunities	<u>Rigel</u> and Amanda

Appendix 2 – Schedule of Payments

NUTFIELD PARISH COUNCIL

Schedule of Payments 28th July 2021

Chq No.	Ref	Budget code	Payee	Date of invoice	VAT Number	VAT (%)	Gross (£)	VAT Amount (£)	Comments	Signature one	Signature two
907	28	Nicky Chiswick	Nicky Chiswick	N/A	N/A	0%	xxx	xxx	Clerk Salary (July 2020)		
908		Nicky Chiswick	Nicky Chiswick	N/A	N/A	0%	£ 217.34	£ 0.00	Expenses claimed by the Clerk (July 2020)		
909	27	Sarah Abellan	Sarah Abellan	N/A	N/A	0%	xxx	xxx	Assistant Clerk Salary (July 2020)		
910		Sarah Abellan	Sarah Abellan	N/A	N/A	0%	£ 56.71	£ 0.00	Expenses claimed by the Assistant Clerk (July 2020)		
911	44	Laura Pollock	Laura Pollock	N/A	N/A	0%	xxx	xxx	NVH Clerk Salary (July 2020)		
912	44	Laura Pollock	Laura Pollock	N/A	N/A	0%	£ 2.76	£ 0.00	Expenses claimed by the NVH Clerk (July 2020)		
913	44	Carla Scott	Carla Scott	N/A	N/A	0%	xxx	xxx	Expenses claimed by the NVH Coordinator (July 2020)		
914	44	Carla Scott	Carla Scott	N/A	N/A	0%	£ 15.00	£ 0.00	Expenses claimed by the NVH Clerk (July 2020)		
915	45	Mr R Crutchfield	Mr R Crutchfield	N/A	N/A	0%	xxx	xxx	Highways Assistant Salary (July 2020)		
		Total					£ 3,608.65	£ -			

* Payment scheduled by Direct Debit
** Use of CIL money
*** Use of Members Community Allocation Fund
**** Use of Location Payment Fund

Signed:
Nicky Chiswick, Clerk to Nutfield Parish Council
Date: 28th July 2021

Signed:
Parish Councillor Parish Councillor 1

Signed:
Parish Councillor Parish Councillor 2