



Nutfield Parish Council Minutes

Nutfield Village Hall

11th August 2021

Meeting opened at **7.30pm** and closed at **9.20pm**.

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

Councillors (Cllrs) present:

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

Apologies:

Cllr Aled Duggan
 Cllr Amanda Earl

Attending:

Cllr L Hammond
 Cllr G Black
 5 Parishioners
 Georgina Betts (TDC)

In attendance: Nicky Chiswick (NC), Clerk

1.	The Chair to open the meeting. Cllr Hall opened the meeting.	
2.	Councillor apologies for absence. Cllr Amanda Earl, Cllr Aled Duggan	
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. Cllr Hall has interest in 2021/1138 - as a neighbour.	
4.	Public Session <ul style="list-style-type: none"> 2 parishioners attended for planning application 2021/1040 2 parishioners wanted to highlight application number 2021/1115. They wished to highlight issues and objections including – View from properties, view from house will be directly into the bedrooms, the track will be damaged, pollution and noise levels, parking, rain and drainage issues. They wanted to ask the Parish Council to take this into account when submitting our response. 	
5.	Report from County & District Councillors Cllr Hammond highlighted the new grant for businesses that is available from TDC for both home and business rated business. Clerk to share. No further update on with the Transit Traveller site (Pendell Road) - Surrey Country Council Cllr Black thanked Georgina Betts for attending the meeting.	NC
6.	Acceptance of Last Minutes The Clerk had prepared, and circulated minutes of the meeting held on the 28 th July 2021. Cllrs approved these minutes and the Chair signed them on behalf of the	NC

	Council. The Clerk to arrange the display of these minutes on the Council's notice boards and website.	
7.	<p>Planning Applications</p> <p>To discuss and review (including any expenditure) the planning applications and appeals notified by TDC and SCC since the Parish Council's last meeting:</p> <p><u>2021/1040 Nutfield Green Park, The Former Laporte Works, Nutfield Road, Nutfield, Surrey.</u> 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 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. Principal Planning Officer</p> <p>Comment – TDC questions were put to Georgina Betts (Principal Planning Officer). See APPENDIX 3.</p> <p>To approve final response from Carole Forrest by email once she has finalised the report. Agreed to approve via email.</p> <p>Carole Forrest pulling list of planning consultants together for us for September meeting.</p> <p>Carole Forrest has been asked how best to use the images/Facebook information. No response received as yet. Clerk to share with administrator of the Facebook page if she receives a response.</p> <p><u>2021/1087 6 Mid Street, South Nutfield, Redhill, Surrey, RH1 4JX.</u> Erection of single storey rear extension and front porch.</p> <p>Comment – No Objection if there are no objections from neighbours.</p> <p><u>2021/1138 3 Kings Mead, South Nutfield, Redhill, Surrey, RH1 5NN.</u> Demolition of conservatory, garage, kitchen and porch canopy. Erection of single storey front extension, part one and a half storey and part two storey side extension and single storey rear extension.</p> <p>Comment – No Objection if there are no objections from neighbours.</p> <p>Cllr Hall left the room for discussion.</p> <p><u>2021/1165 73 Mid Street, South Nutfield, Redhill, Surrey, RH1 4JJ.</u> Demolition of existing garage and erection of single storey side extension within its footprint.</p> <p>Comment – No Objection</p> <p><u>2021/1175 Burnside, The Avenue, South Nutfield, Redhill, Surrey, RH1 5RY.</u> Erection of single storey front extension with a mono pitch (lean-to) roof, and a single storey side extension with a hipped to flat roof.</p> <p>Comment – No Objection</p> <p><u>2021/12211 Trindles Road, South Nutfield, Redhill, Surrey, RH1 4JL.</u> Erection of rear and side dormer in association with conversion of loft space to habitable accommodation and installation of two roof lights (Certificate of lawfulness for proposed use or development.).</p> <p>Comment – No issues with the loft extension, apart from the Juliet balcony at the rear - and NPC support any issues/objections raised by neighbours in Trindles Road and/or Mid Street that could be overlooked by the second-floor doors. See also application 2012/1220 (below) which is for a ground floor extension and alterations to the first floor.</p>	<p>NC</p> <p>NC</p> <p>NC</p> <p>NC</p> <p>NC</p> <p>NC</p>

	<p><u>2021/1220</u> 1 Trindles Road, South Nutfield, Redhill, Surrey, RH1 4JL. Erection of single storey side and rear extension. Comment – No issues with this application if no comments/objections from neighbours. Although note that application 2021/1221 (above) is for a second-floor loft extension, at the same property, to which NPC have made minor comments.</p> <p><u>2021/1115</u> Mercers Farm House, Nutfield Marsh Road, Nutfield, Redhill, Surrey, RH1 4EU. Erection of a single storey 4-bedroom residential dwelling in the garden of Mercers Farm House. (Outline application for Access, Appearance, Landscaping and Layout). Comment – Nutfield Parish Council would like to object to the above application and support the comments/objections from the neighbouring properties (view from neighbouring properties, being overlooked by the proposed dwelling, extensive track damage, pollution and noise levels, parking, drainage issues).</p> <p>Nutfield Parish Council also object to additional building in green built area - Paragraph 12.8 of Tandridge’s “Part 2: Detailed Policies 2014 – 2029” in relation to Detailed Policy (DP) 12 states that “All other villages located in the Green Belt, including those previously defined as ‘Green Belt Settlements’ that are not listed, are not considered sustainable locations for even limited development. These villages will therefore no longer be suitable for infilling (or redevelopment) and general Green Belt policy will apply”. Nutfield is not one of the listed settlements and as such this policy restriction applies.</p> <p><u>2021/1264</u> Brays Farm House, Bower Hill Lane, South Nutfield, Redhill, Surrey, RH1 4EH Demolition of existing outbuilding and erection of replacement outbuilding. Comment – As per 2021/116, which was refused by TDC and 2021/824, which was granted. No particular issues from NPC, although this is 40% larger than the approved (2021/824) application. It should be recommended that there is a condition that the building can be used as garage, office and storage only. And that it must be used in conjunction with the main house and cannot be used for residential purposes.</p> <p><u>APP/M3645/C/19/3239288</u> (application TA/2-18/49 & TA/2019/1524) Land at Swallows End, Crab Hill Lane, South Nutfield, RH1 5PG Date and time of Hearing: Awaiting a new date.</p> <p><u>APP/M3645/W/20/3252200</u> (application TA/2019/1584) Land Off Green Lane, Outwood, Redhill, RH1 5QR Awaiting date for hearing</p> <p><u>APP/M3645/X/20/3263603</u> (application Swallows End, Crab Hill Lane, South Nutfield RH1 5PG. Stationing of a mobile home (Certificate of Lawful Development for a Proposed Use or Development) Comment – Awaiting outcome from hearing.</p>	<p>NC</p> <p>NC</p> <p>NC</p>
8.	<p>Reports from the Clerk</p> <ol style="list-style-type: none"> 1. Approved £350 for NRBL for wreaths (agreed and in budget). Clerk to pay in September pay run. 2. Clerk updated full council on the resignation of Cllr Amanda Earl. Clerk to start the process of recruiting for the vacant councillor position and discussing this and the next steps with TDC. 3. Clerk updated the full council of the request for Monty’s Bakehouse to volunteer with Tree Wardens on supporting the ditch work and tree guards at Jubilee fields. 	<p>NC</p> <p>NC</p> <p>NC</p>

	Insurance covered by Montys Bakehouse, and Risk Assessment to be carried out prior to the event taking place. Date proposed 14 th October 2021. Fully approved by council to go ahead and finalise the event. Clerk to action.	
9.	Local Transport None	
10.	Finance 1. The Clerk confirmed the bank balance totals for the following: Lloyd's current £42,368.59, Lloyds savings account £ 50,323.21 and NW current CIL account £61,875.98. To move £894.16 from CIL account to Lloyds due to CIL spend. Clerk presented the bank reconciliation (June 2021) to the Chairman (Cllr Hall) for signing – Cllr Hall signed. 2. Cemetery finances had been circulated previously to councillors. Summary: Budget: £27,500, income: £8494.00 and expenditure: £ 9445.00. Noted that we have approx. £3000 in the pipeline. 3. Budget for 2022/2023 – propose same process as previous two years to share and work with Finance Group. Clerk updated that HSBC application has been cancelled – Clerk to contact HSBC to put in complaint.	NC NC
11.	Coronavirus (COVID19) Only items that have changed will be noted here. 19 th July 2021 – all restrictions to be removed as per Government advice (subject to review and change). £826.20 left in hardship fund. Down to one family in need.	NC
12.	Police Update Meeting in September to be arranged with PSCO Wells and PC Futter. Cllr Dadswell to contact Detective Inspector Karen Hughe for update.	JD
13.	Air Quality Monitor and NOX - Cllr Ford updated the council on the current situation - Bletchingley Parish Council are not prepared to continue to pay for the air quality meter. Discussed and agreed for NPC not to take on the costs. - NOX tubes - £100 a year. Godstone Parish Council have independently put NOX tubes on a property near the issue area, and they are changed monthly. Propose to do a similar venture, by placing a NOX tube on a property on Nutfield High Street near the pinch points (need to be a lived-in property – it gets given a factoring dependent on where it is placed). This project will give NPC our own readings. Fully approved with £300 approved of costs. Cllr Ford and Clerk to investigate further.	NC/ SF
	Cllr Ford left (8.55pm)	
14.	Fireworks Site survey taking place this month Noted that electricity work needs to be reviewed.	DH AD
15.	Grant Applications None	
16.	Working Group Working groups are set as per Appendix 1. <u>Committee Reorganisation</u> Discussion took place on Working Groups (as we have them now) vs Working Committees (official meetings/minutes take place, budget for spend in place). Clerk to check that they can continue as is with SurreyALC. <u>Staffing</u>	SH/ NC

	<p>- Appraisal approved. Proposed and approved by full council for Clerk to move up to next pay point on the 2021 rate (once it is made available). Clerk to action.</p> <p><u>Highways</u></p> <p>- Report shared with councillors – councillors agreed that the report was up to date.</p> <p>- Bletchingley collect accidents/impacts independently to collate their own data. Proposed for Highways Assistant to collate information via spreadsheet. Clerk having meeting with the Bletchingley new Clerk and Highways Assistant, so this can be discussed with them both.</p> <p><u>Cemetery</u></p> <p>Cemetery report was circulated to councillors prior to the meeting and all proposals were agreed.</p>	NC
17.	<p>Groundworks, land, and tree management (including burial grounds, jubilee fields and allotments)</p> <p>a) Jubilee Fields Ditch Work – see item 8.3. Other ditch work – Clerk to walk around with Cllr Reeve to discuss brief for other jubilee field work.</p>	IR NC
18.	<p>Events (public) and meetings of Outside Bodies (other than transport groups)</p> <p>None</p>	
19.	<p>Monthly news article</p> <p>Link and Website article – Highways Assistant, NGP, hedges, Speed watch, accident reporting.</p>	SH
20.	<p>Training (and conferences)</p> <p>FILCA – Clerk £120</p> <p>ILCA and CILCA – Clerk £120</p>	
21.	<p>Payments</p> <p>Councillors 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 £4440.17 (VAT inclusive). Clerk to dispense payments via online banking.</p>	NC
22.	<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>	
23.	<p>Notification of business for inclusion on the next agenda</p> <p>None</p>	
24.	<p>Next meeting date(s)</p> <p>Cllrs noted that the Council's next meeting would take place on 1st September 2021 Nutfield Memorial Hall at 7.30 pm. Parishioners to attend by appointment only.</p>	ALL
25.	<p>Sub-section 2 – Public Bodies (Admissions to Meetings) Act 1960:</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
11th August 2021

Chq No.	Budget code	Payee	Date of invoice	VAT Number	VAT (%)	Gross (£)	VAT Amount (£)	Comments	Signature one	Signature two
916	5	The Groundsman Ltd	02/08/2021	267073491	£ 766.67 20%	£ 920.00	£153.33	Grounds maintenance for Nutfield Cemetery and Nutfield Woodland Burial (July 2020)		
917	25	Carole Forrest Consulting	23/07/2021	N/A	£ 25.00 0%	£ 25.00	£0.00	A2019/1584 Appeal - Land off Green Lane, Outwood		
918	1	FAIRALLS (BUILDERS) MERCHANTS LTD	14/07/2021	5283066843	£ 5.70 20%	£ 6.84	£1.14	Allotment shingle		
919	41	Rebecca Hislop	14/07/2021	N/A	£ 15.00 0%	£ 15.00	£0.00	Q3 website updates		
920	41	Rebecca Hislop	23/07/2021	N/A	£ 5.93 0%	£ 5.93	£0.00	Updated page		
921	19	Nutfield Memorial Hall	28/07/2021	N/A	£ 26.00 0%	£ 26.00	£0.00	July meeting hall rental		
922	6	Howard Fine	31/07/2021	N/A	£ 40.00 0%	£ 40.00	£0.00	Cemetery bench removal		
923	40	Howard Fine	31/07/2021	N/A	£ 40.00 0%	£ 40.00	£0.00	Jubilee field gate clearance, trough clearance		
924	8	Microshade Business Consultants Ltd	10/08/2021	639591007	£ 105.48 20%	£ 126.58	£21.10	Citrex Pear Q3		
925	49	DH Tree Services Limited	26/07/2021	258007215	£ 700.00 20%	£ 840.00	£140.00	Cemetery topiary tree		
926	4	Promax Limited	06/07/2021	245122634	£ 44.50 20%	£ 53.40	£8.90	Tablet		
927	26	DM Payroll Services Ltd	14/07/2021	N/A	£ 60.00 0%	£ 60.00	£0.00	Payroll services		
928	6	AsgardSecure Steel Storage	30/07/2021	607217951	£ 515.84 20%	£ 619.01	£103.17	Cemetery storage		
929	4	M Tamplin	30/07/2021	N/A	£ 145.00 0%	£ 145.00	£0.00	top up and interment		
930	49	Carole Forrest Consulting	06/08/2021	N/A	£ 350.00 0%	£ 350.00	£0.00	A2021/1040 - Nutfield Green Park		
931	30	HM Revenue and Customs	N/A	N/A	£ 555.10 0%	£ 555.10	£0.00	PAYE and Class 1A NICs (July 2020)		
DD*	932	National Employment Savings Trust (NEST)	N/A	N/A	£ 209.25 0%	£ 209.25	£0.00	Pension - Employer and employees contributions(July 2020)		
DD*	933	Lloyds	10/06/2021	N/A	£ 8.70 0%	£ 8.70	£0.00	Service Charge		
DD*	934	Sweethaven Company	01/08/2021	263782087	£ 40.68 20%	£ 48.82	£8.14	365 back up		
DD*	935	Sweethaven Company	01/08/2021	263782087	£ 73.20 20%	£ 87.84	£14.64	365 hosting		
DD*	936	The Recycling Partnership	31/07/2021	801063483	£ 36.75 20%	£ 44.10	£7.35	Cemetery bin clearance		
DD*	937	The Recycling Partnership	31/07/2021	801063483	£ 56.00 20%	£ 67.20	£11.20	Cemetery bin clearance - set up		
DD*	938	SES Business Water	N/A	N/A	£ 5.00 0%	£ 5.00	£0.00	Monthly water charges - cemetery		
DD*	939	SES Business Water	N/A	N/A	£ 9.00 0%	£ 21.00	£12.00	Monthly water charges - allotments		
DD*	940	XLIN	08/07/2021	918445212	£ 76.34 20%	£ 91.61	£15.27	Broadband		
DD*	941	EE	11/07/2021	245719348	£ 24.00 20%	£ 28.80	£4.80	Telephone Bill		
		Total			£ 3,939.14	£ 4,440.17	£ 501.03			

** Use of CIT money

* Payment scheduled by Direct Debit

***Use of Localism Payment Fund

Date: 11th August 2021

Signed:
Nicky Chiswick, Clerk to Nutfield Parish Council

Signed:
Parish Councillor Parish Councillor 2

Signed:
Parish Councillor Parish Councillor 1

Appendix 3 – Tandridge District Council application 2021/1040 Q & A

Questions from parishioners from 21st July meeting - G Betts (TDC) in attendance

Question 1

This appears to be an independent developer formulating this plan. Surely Tandridge District Council and/or Surrey County Council have a clear 1, 5, 10-year plan in place that at least conceptually dictates the general philosophy on development of the District and County? I see no evidence of how this development fits into a greater plan. An explanation of this is required please, so local residents at least can understand how this fits into the “bigger picture”.

This planning application (2021/1040) is not part of the TDC plan – it is a speculative application.

Question 2

Bearing in mind the land in question is Green Belt and not previously identified or reserved by Tandridge DC in any Local Plan for possible residential or commercial use, could you please confirm that this outline application will be laid before the Planning Committee, or possibly full Council, to ensure that such a major development, and such a departure from council policy to date, is properly scrutinised by elected councillors? Without such scrutiny, and a fully discussed explanation to justify the departure from the current Local Plan, I could easily imagine legal challenges and requests for a call-in to the Secretary of State.

1. Since a large part of the application covers a commercial development (private care home, private sports facilities, private health clinic, retail, and cafe), all on a Green Belt green field site, could you please explain why the developer has not been asked to submit a separate planning application for this? Arguments for and against this commercial development may be quite distinct from those for the nearby proposed housing estate.
2. For the proposed smaller housing estate off Church Hill, could you please explain why this also is not the subject of a separate planning application? [TDC do not encourage applicants to split applications due to possibilities of circumventing the affordable housing requirements etc.](#)

[Not sure if it will go to planning committee yet as the recommendation has not yet been made for approval or refusal. Can only go to planning committee if it is approved.](#)

Question 3

Does Tandridge District Council have the resources to oversee and control the traffic infrastructure improvements and then the massive development works? As residents we need a clear plan, please on how all works are to be regulated, controlled and managed. This cannot be done by the developer as they have a vested interest in making money. A full “client” (council) management team is required to oversee and control this large, invasive, workscope. Has the developer built this into their plans and costed it? I imagine TDC does not want to foot the bill for this extra management manpower?

[A scheme of this size would require a Construction/Transport Management plan. Anything that is required would be secured through a condition or a reserved matter. If it was approved, the costs would be between the County Highway Authority \(CHA\) and TDC planning enforcement office – they would monitor and make sure the plan was compliant.](#)

Question 4

The recent Local Plan for a Garden Village in South Godstone has been put on hold because of the unsuitability of the infrastructure to cope with additional substantial traffic from Junction 6 of the M23 at Godstone and the subsequent inability of the A25 and roads leading off it to deal with this excess. Can it be explained with the extra minimum 900 odd cars from the proposed Nutfield Green Park will not clog up our roads and cause gridlock in our area?

Trip generation will be investigated by County Highway Authority. They are fully aware of the Godstone Village plans. They will be considering current demand and congestion on the A25, and the position of the application in between Biffa and JJ Franks. Also, the high levels of HGV. Large project by CHA – taking lots of data, so no response from them as yet.

Question 5

Housing needs: what are the current housing needs in Tandridge? We think this plan has been based on outdated figures and that there is no gap between need and supply and therefore we don't need any contribution to Tandridge housing. This therefore isn't a valid justification for the proposed development. How have you demonstrated that there is a shortage of housing in this area?

There is a district 5-year housing supply shortage – so TDC cannot justify 5 year of housing supply. This would therefore trigger paragraph 11d of the NPPF, which would question if it would support sustainable development (but a debate on whether this would happen would be required). There is a district housing need, but this would not override other needs. (Housing need would not outweigh green belt policy). Last year housing supply is at of 1.71 years, latest figures increased to approx. 1.9 years.

Question 6

How can we be assured that there is a 'clean' application with TDC happening given there have been discussions by some local residents of some 'sweetening' deals already taking place with residents bordering the housing plots?

There are no deals with TDC, the application is totally a speculative application from developers following on from pre-application advice (which received negative feedback). TDC cannot condone any deals – they look at planning merits of the application. TDC looks at planning policy terms, not at conduct from developers.

Additional Question

2 years of noise and work with the Quarry – this is one side of the green belt area (towards Merstham). The other side of the road is this planning application and would take away any green space. How would this be captured in the planning decision. What are happening to the public footpaths (fenced or open)?

TDC are aware of the Quarry and its implications/impact – when reviewing the proposal site for residential it would be limited to the development stage only and the reduction in green belt. Development and construction are in the short-term harm not long-term harm. 25% of area being built on. It will look at overlooking loss of privacy, noise, and general disturbance for future occupiers.

This is an outline application - Hard landscaping (paving, fencing) comes at the reserved matters stage, so it is too early at this stage to discuss. The Designing Out Crime Officer for Surrey Police has

been consulted – for example fear of crime has been highlighted in some responses. Resistance to fencing due to being green belt.

Design and Access and Planning statement highlighted those outdoor activities would be free (highlighted that this was not what the developers stated at the meeting on the 21st July – noted that it would be Pay as you Go).

Noted that Park Works Road is a full access point in relation to the application. Not an emergency access point.

GB will update NPC after the 25th August.