Nutfield Parish Council Minutes

Nutfield Memorial Hall
Wednesday 9th October 2024
Meeting opened at **7.30pm** and closed at **9.40pm.**

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

Councillors (Cllrs) present:
Cllr Aled Duggan (AD)
Cllr Jon Dadswell (JD)
Cllr Sue Ford (SF)
Cllr Dean Holborn (DH)
Cllr Duncan Mallison (DM)
Cllr Rigel Mowatt (Chair) (RM)

Apologies:
Cllr John Clarke
Cllr Sue Ford
Cllr Graham Powell (GP)

Attending:
Cllr Richard Fowler (RF)
Cllr Helena Windsor (HW)
Apologies:
Cllr Louise Case (LC)

In attendance: Andy Beams (AB) – Locum Clerk, Jim Paulett (RFO), one member of the public

1.	**Councillor apologies for absence** Apologies were received and accepted from Cllrs John Clarke, Sue Ford and Graham Powell, and District Councillor Louise Case.	
2.	**Declarations of interest** No declarations of interest were made at this point in the meeting.	
3.	**Minutes of previous meeting** The minutes of the meetings held on 11 and 27 September 2024 were approved as a true record and signed by the Chair.	
4.	**Public Session (a maximum of 20 minutes)** The member of the public spoke on behalf of South Nutfield Cricket Club and updated members with the background to the artificial pitch, the clubs existing arrangements and ideas for the future use of the pitch. The Chair thanked the member of the public and suggested that a formal proposal is put to a future council meeting for consideration.	
5.	**Reports from other authorities** The District Councillors reported that Cllr Fowler has been added to the TAG A25 committee and commented on the precept letter sent to all council chairs by TDC. Questions were asked regarding the Remembrance plans for this year, and the Chair confirmed that this was organised by the British Legion, and the RFO has been in contact with them regarding the plans. It was confirmed that the Nutfield Green Park application is still live and is awaiting comments regarding highways issues and biodiversity from the relevant parties.	
6.	**Planning applications** To discuss and review (including any expenditure) the planning applications and appeals notified by Tandridge District Council (TDC) since the Parish Council's last meeting. • **2024/647 4 Norfolk Cottages, Kings Cross Lane, South Nutfield, RH1 5NG – Alteration of 2nd floor loft to include hip to gable roof extension, rear dormer and front roof lights.** **Comment:** No reason to object unless reasonable comments from neighbours. **2021/1548/cond. Land to North of Coombe Cottages, Deans Lane, RH1 4HR – Discharge of conditions 4 (landscaping) and 9 (carbon emissions).** **Comment:** Fulfilling conditions for Application 2021/1548 for which permission was granted 3/2/22.)	

	• **2024/552 The Shed, Swallows End, Crab Hill Lane, RH1 5PG – Conversion of building to one person dwelling and erection of fence.** **Comment:** See also 2024/126, to which NPC objected - and was refused by TDC 12/4/24. See also LPC 2022/618. This application again seeks to convert a "Shed" into a 1 bedroom home. This building that has been on the site for some while, and according to the Application has been empty since its use as a Cannabis Factory ceased in 2017 when it was raided by Police. Although no planning permission was sought for its original construction, TDC gave it a certificate of Lawful Use under Application 2022/618 only on the balance of probabilities. This application has been submitted as planning approval is needed if a shed or any other outbuilding is to be used as a self-contained living space. In this case its conversion to a 1 bedroom home. Set out below are the grounds on which the Parish Council object to this application to which significant weight should be given: The "Shed" is located within the Green Belt and as such this application is contrary to NPPF Policy and represents inappropriate development. Any further residential development at this location would result in further loss of and harm to the openness of the Green Belt. This application would result in yet further erosion of its character and appearance. Converting the Shed would have an adverse impact and cause harm to the amenities of the two adjacent properties 1 and 2 Mount Pleasant. In particular, to 1 Mount Pleasant due to its location adjacent to the rear of its garden, as this proposal would result in some degree of noise, and disturbance from the comings and goings of the residents and their visitors. The mitigating circumstances that led to The Paddocks/Swallows End Appeals being allowed, do not apply to this application. NPC object to this application for the above reasons and for the reasons for refusal of the previous application. *Additional note: Plans DPP-SD-19-05-03 and DPP-SD-22-04-01A refer to a different part of the Swallows End site - DPP-SD-22-04-01A shows a hardstanding adjacent to Blackbarn and DPP-SD-19-05-01A shows a building with parking spaces and fencing, which appears to have been constructed without consent. TDC have raised an enforcement order ENF2024/6.* • **2021/1971/NMA1 Beechfields, Nutfield Marsh Road, RH1 4EU – Non-material amendment to previously approved application. New entrance and canopy and new windows.** **Comment:** No reason to object unless reasonable comments from neighbours. NPC had no issues with original application, which was granted permission. • **2024/1038 72 High Street, Nutfield, RH1 4HE – Demolish conservatory and erect two storey side/rear extension.** **Comment:** No reason to object unless reasonable comments from neighbours. Note: Applicants have done pre-application (PA2024/112), which indicated the proposal would be approved. **RESOLVED:** JC to email TDC to notify them of what was agreed at the meeting.	JC
7.	**CCTV Project** The RFO provided an update on the efforts to reclaim expenditure relating to the project. UK Power Networks have agreed refunds, and despite initial refusal, SCC have now agreed to refund £450 per licence. The RO continues to chase Sunstone regarding the refund request for the deposits paid, and a new invoice has now come to light relating to the provision of the lamps. The RFO was asked to liaise with the project manager to confirm the arrangements for cancellation with the provider of the lamps.	
8.	**Bonfire Event** Councillors received an update on progress with this year's event. Some payments are due shortly, all within the previously agreed budget, and the councillors agreed to liaise with the RFO regarding making the payments. There are purchases required for Square terminals and walkie talkies for the evening, and these will be retained as assets of the council for use at future events. The final event management plan will be forwarded to the	

	RFO in advance of the event, and it was confirmed the TDC Safety Advisory Group have been kept informed of the plans.	
9.	**Village Christmas Tree** **RESOLVED:** It was resolved to agree expenditure of up to £300 to purchase two trees, one of which will be donated to the Village Hall.	
10.	**Payments** The RFO ran through the payment list with councillors. **RESOLVED:** The payment list presented to council was approved.	
11.	**Future meeting dates** Councillors discussed a proposal to change the meeting dates but considered that the existing arrangements worked effectively for most people. **RESOLVED:** That council meetings will remain on the 2nd Wednesday of the month until May 2025, when a new meeting schedule will be approved.	
12.	**Weekly Playground Inspections** The RFO reported that there did not appear to have been an annual inspection carried out since 2022, and he had put in place measures to address this. It was suggested that the weekly checks could be carried out by the Village Hall Manager, and the RFO would speak to them regarding this.	
13.	**NOX Monitoring** The RFO provided councillors with the latest readings which were significantly below the concern threshold of 150 parts per billion. The RFO has established a system for regular monitoring to take place.	
14.	**Church Environment Meeting** **RESOLVED:** That Cllr Mallison will attend on behalf of the council.	
15.	**Working Groups and Councillor Responsibilities** The Chair, Vice-Chair and RFO have reviewed the working groups and councillor responsibilities and an updated list is appended to the minutes.	
16.	**Monthly news article** Councillors agreed to use this month's article to advertise the questionnaire, including a centre page article and QR code, requests for volunteers for the bonfire event and details of the different Remembrance events taking place in the village.	
17.	**Exclusion of press and public** The Chair moved that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the discussion of the next items of business. **RESOLVED:** That the press and public be excluded for the next item of business.	
18.	**Confidential Staffing Matters** Councillors received an update on the ongoing staff matters and agree next steps. The Locum Clerk was authorised to inform the HR consultant of the agreed actions.	
19.	**Next meeting date** Cllrs noted that the council's next meeting would take place on Wednesday 13th November 2024 at Nutfield Village Hall at 7.30 pm.	