Nutfield Parish Council

Clerk to the Parish Council: Mr Jim Paulett
Telephone: 07494 366074

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

Members of Nutfield Parish Council are summoned to attend the meeting to be held on
Wednesday 12th February 2025 at 7:30pm – Committee Room, Nutfield Village Hall

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PUBLIC AND PRESS TO CONTACT THE CLERK ON THE ABOVE CONTACT DETAILS IF THEY WISH TO ATTEND THE MEETING (by booking only).

Signed: Jim Paulett, Parish Clerk to Nutfield Parish Council, 7th February 2025

AGENDA

Meeting to be opened by the Chair of Council

1. Apologies for absence
To receive and accept any councillor apologies for absence.

2. Declarations of interest
To receive any declarations of interest from councillors regarding items on the agenda.

3. Minutes of previous meetings
To approve and sign the minutes of the council meetings held on 8th January 2025.

4. Public session
In accordance with Standing Orders 3(f) and 3(g), members of the public may ask questions, make representations, or give evidence in respect of the business on the agenda. Sam Luker is invited by the clerk and would like to know about the Strategic Plan Green Audit.

5. Reports from other authorities
To receive a report from the County and District Councillors.

6. Planning
To agree a response to the following planning applications:

No.	Address	Detail
2024/1300	Karianwala, Dean's Lane RH1 4HR	Change of use to incidental domestic for the parking of householders car collection (Retrospective)
2024/1324	4 Primrose Gardens, RH1 5SA	Erection of a single storey rear outbuilding (garden room)
2024/1363	Beechfields, Nutfield Marsh Rd	Retrospective roof change glass to tile
2024/1315	128 Mid Street RH1 4JH	1st Floor rear extension
2024/1034	Henhaw Farm, RH1 5PD	Change of agricultural use to storage
2025/54	72 High St, RH1 4HE	2-storey side and rear extension

7. Finance

- To approve the list of payments
- To note the Detailed Receipts & Payments Report
- To note the bank reconciliation for December 2024 and January 2025
- To receive updates on the dispute with Sunstone
- To vary 5.15 (Procurement) of the financial regulations which currently omit (and by implication prevent entirely) any procurement of the value £500-£1000. See note 1 below

8.	**Consultation and Strategic Plan** To receive a report from DM on the survey and questionnaire and agree any actions.
9.	**Cemetery and Graveyard** • To discuss and agree the future management strategy for the Cemetery following the advertising of the vacant role. • To vote on whether to accept the quotation to fill the collapsed grave at the closed graveyard or whether to vary the specification as per documents circulated to councillors.
10.	**Nutfield Green Park** To discuss strategy for meeting the developers and agree actions for the working group to present at that meeting
11.	**Livestock at the allotments** Clerk to report whether this is permissible at all, and if so, councillors to vote whether to allow at NPC's allotments
12.	**Traffic Calming in the Parish** To agree which of the proposed traffic calming measures proposed (see separate document) will be supported by NPC for representations to the relevant authorities.
13.	**Monthly news article** To agree article topic for inclusion in The Link/web monthly news and agree Councillor responsibility.
14.	**Nutfield Conservation Society** To receive a report from Cllr Powell and agree any actions arising.
15.	**Trading Application from Football Club.** Permission sought for food van to trade at Memorial Hall car park on Saturday mornings**.**
16.	**Clerk's exchange.** Bonfire night update – D603 refund – Tree wardens – Priory Farm – Open gates – Local publican contact – Village gardener (Memorial fields brambles) – NOX report
17.	**Items for information or for inclusion on future agendas** To provide any updates on matters since publication of the agenda (no decisions to be made) and consider items for inclusion at next meeting..
18.	**Next meeting date** To confirm the date of the next council meeting and agree remaining dates for 2025.

Note 1:

Current financial regulations read:

1. Individual purchases within an agreed budget for that type of expenditure may be authorised by:
   - the Clerk, under delegated authority, for any items below £100 excluding VAT.
   - the Clerk, in consultation with the Chair of the Council, for any items below £500 excluding VAT.
   - the council for all items over £1,000;

Such authorisation must be supported by a minute (in the case of council or committee decisions) or other auditable evidence trail.

This is proposed to change to:

1. Individual purchases within an agreed budget for that type of expenditure may be authorised by:
   - the Clerk, under delegated authority, for any items below £100 excluding VAT.
   - the Clerk, in consultation with the Chair of the Council, for any items below £1000 excluding VAT.
   - the council for all items of or over £1,000;

Such authorisation must be supported by a minute (in the case of council or committee decisions) or other auditable evidence trail.