Nutfield Parish Council Minutes
Nutfield Memorial Hall
Wednesday 11th June 2025
Meeting opened at **7.35pm** and closed at **9.25pm.**

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

Councillors (Cllrs) present:
Cllr Rigel Mowatt (Chair) (RM)
Cllr Graham Powell (GP) – from 7.45
Cllr Sue Ford (SF)
Cllr Dean Holborn (DH) – from 7.50
Cllr John Corlett (JCo)
Cllr John Clarke (JC)
Cllr Jon Dadswell (JD)

Apologies:
Cllr Aled Duggan (AD)
Cllr Duncan Mallison (DM)

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

Apologies:
Cllr Chris Farr (CF)

In attendance: Jim Paulett (Clerk & RFO) and Eve Joyce (Cemetery manager and Assistant Clerk)

1	**Councillor apologies for absence** Apologies were received and accepted for Councillors Mallison and Duggan (NPC) and Councillor Farr (Surrey)	
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 meeting held on 14th May 2025 were approved as a true record and signed by the Chair. Election of officers forms were signed by the Chair and Vice-Chair	
4.	**Public Session** Two members of the public attended and explained that they were residents of the area to the North of the parish known as the Marsh. Firstly, resident requests to keep the grass cut on the land were not bearing results with TDC. NPC directed the clerk and assistant to investigate ownership of the land which should establish responsibility for grass-cutting which used to be done annually. Secondly, a footbridge across the stream bordering Mercer's Lake has fallen into disrepair and they proposed that a team of residents would carry out repairs if NPC would pay for materials. This was approved. They also wished to draw attention to the wooden stakes around the open spaces which protect them from incursions as they had begun to deteriorate. Council will investigate.	clerk
5.	**Reports from other authorities** NPC was glad to receive updates from HW, LC and RF on various matters including fly-tipping (clerk to investigate ownership of the land to the West of the parish on Fuller's Wood Road which suffers from serial fly-tipping – Surrey Highways disown responsibility, as does UK Power Networks). HW reported meeting residents living in front of the Memorial Hall car park who are concerned about anti-social behaviour. NPC are also looking to assist in this by meeting the managers of the Hall to tackle this issue. RF reported that there was a feeling that TDC's objections to large planning developments were likely to be swept away by central government and that local developments were therefore more likely. LC reported that HGV's parking on the motorway bridge was still a problem, but that she had been able to raise this with TDC at a higher level than before.	clerk

6. **Planning** — JC

To agree a response to the following planning applications:

No.	Address	Detail
2025/325	9 Mid Street, RH1 4JU	Erection of single storey side and rear extension, front porch enclosed with internal alterations following demolition of existing store
2025/78/Cond1	Land to North of 1 and 2 Coombe Cottages, Dean Lane, Nutfield RH1 4HR	Details pursuant to the discharge of Condition 3 (Materials) of planning permission ref: 2025/78 dated 24th March 2025 (Erection of single storey detached dwelling (Self build/custom build)).
2022/611/Cond1	Deans Lane RH1 4HR	Details pursuant to Condition 4 (Site Development Scheme) of planning permission ref: 2022/611 dated 2 December 2024. Change of use of land to a gypsy/traveller caravan site comprising of 2 no. pitches and associated hardsurfacing, fencing and parking (part retrospective). Appeal Ref: APP/M3645/C/23/3327448

JC outlined possible responses to all applications and councillors agreed responses to all three applications received for this month. JC to send responses back to Tandridge.

7. **Finance** — Clerk JC

- The list of payments was approved – JC to release payments
- Detailed Receipts & Payments Report was approved and signed
- Bank reconciliation for May 202% was noted and signed
- Internal Auditors Report was received – clerk to fully examine and carry out any recommendations contained therein.
- Mid-month and month-end payment release were discussed and agreed

8 **AGAR** — clerk

- The Annual Governance Statement for the financial year ending 31st March 2025 was considered, approved and signed.
- The accounting statements for the financial year ending 31st March 2025 were considered and approved.
- The dates of the period for Exercise of Public Rights were considered and approved.

All of the above to be publicised and processed in accordance with the regulations. Copies to be lodged with TDC, the auditors, places on the four parish noticeboards and displayed on the NPC website.

9 **Bonfire** — clerk

Cllr Holborn suggested a date of 8th November for this year's event which was approved. This year we need three quotes for the fireworks, and the clerk was instructed to find two more.

10. **Cemetery update** — clerk

The cemetery manager and Cllr Ford were able to provide updates for cemetery matters, including maintenance and repairs, finance and general matters. Cllr Ford reported an issue where a recent funeral was carried out with a customer fitted with a pacemaker which led to questions over future burials in the Woodland Burial Area for people with pacemakers, but also artificial joints such as knees and hips, which may contain non-organic materials such as titanium and other metals. Advice sough already resulted in the answer that the council was free to make its own decisions on such matters. NPC duly voted that burials of people fitted with such medical devices would be allowed.

11 **MUGA**

JD explained that he, DH and the clerk had met with TDC as well as local residents to agree specifications for the upgrade to the MUGA. All seems to be progressing well, although TDC will have to apply for further funding. Other councillors asked about details, which was able to be provided and we look forward to this developing over the summer.

12	**Clerk's exchange.** Bees at the allotments – requests for objections to beehives being allowed at the allotments had resulted in one objection. The clerk was asked for further information and a decision was deferred until July. Police liaison was discussed, particularly the meeting between PC Newman of Surrey Police, JD, DH and the clerk. NPC was informed of optimism that there would be better policing of the parish now that lines of communication were better established, which in turn encompasses better security for parish property. Councillors were informed that payments for domain names that are currently owned by NPC but not used are no longer being made. There is a small risk that "spoof" websites purporting to be NPC may appear. This was dismissed as unlikely. NPC were informed that the owners of the land had been made aware of the construction of a bike assault course behind Hunters Gate. A request to mow the paths of the Jubilee Fields was rejected. A spare key for the height barrier for the clothes bank operatives was approved subject to a deposit. A meeting was requested with the management of the Memorial Hall to agree responsibilities for upkeep of the site. A meeting was requested with TDC for the asset transfer arrangements. The clerk was asked to write the article for the Link and to add it back as an agenda item for July onwards.	clerk
17	**Items for information or for inclusion on future agendas** The bonfire is to be a regular agenda item from now until the event – The Link magazine should be reinstated as a regular discussion item.	clerk
16	**Next meeting date** Date of the next council meeting confirmed as 9th July.	
17	**Exclusion of press and public** The Chairman dismissed this item	