# Nutfield Parish Council Minutes (incorporating AGM)

**Nutfield Memorial Hall**
**Wednesday 14th May 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 Aled Duggan (AD) – from 7.45
Cllr Sue Ford (SF)
Cllr Dean Holborn (DH)
Cllr Duncan Mallison (DM)
Cllr John Clarke (JC)

**Apologies:**
Cllr Graham Powell (GP)
Cllr Jon Dadswell (JD)
Cllr John Corlett (JCo)

**Attending**:
Cllr Helena Windsor (HW)
Cllr Richard Fowler (RF)

**Apologies:**
Cllr Chris Farr (CF)
Cllr Louise Case (LC)

In attendance: Jim Paulett (clerk & RFO)

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| 1 | **Councillor apologies for absence**<br>Apologies were received and accepted for Councillors Powell, Corlett and Dadswell (NPC) and Councillors Farr (Surrey) and Case (TDC) | |
| 2 | **Declarations of interest**<br>No declarations of interest were made at this point in the meeting. | |
| 3 | **Minutes of Previous Meeting**<br>The minutes of the meeting held on 9th April 2025 were approved as a true record and signed by the Chair. | |
| 4. | **Election of Chair and Vice Chair**<br>Cllr Mowatt was proposed as Chair by DH and seconded by DM, with Cllr Corlett proposed as deputy by SF and seconded by JC. Both were duly voted in unanimously. Delegation to external consultation groups were discussed and agreed. | |
| 5. | **Reports from other authorities**<br>NPC was glad to receive updates from HW and RF on various matters including updates on the possible changes to the unitary authorities, proposed changes to the committee for RACC and resident concerns about the possible approval of NGP. | |
| 6. | **Planning**<br>To agree a response to the following planning applications: | JC |

| No. | Address | Detail |
|---|---|---|
| 2025/347 | 22 Braes Mead RH1 4JR | Erection of first floor extension over existing ground floor dining room |
| 2025/329 | 3 Bower Hill Close, RH1 5NQ | Erection of a single storey flat roof rear extension following demolition of existing extension |
| 2025/403/NH | 10b Trindles Rd, RH1 4JN | A single storey flat roofed extension, which would extend beyond the rear wall of the original house by 3.20 metres |
| 2025/397 | Chedworth, Coopers Hill Rd. RH1 5NS | Erection of 9no dwelling (Permission in principle) |
| 2025/383 | Rosewood, The Avenue. RH1 5RY | Erection of Single-storey side extension and two-storey side extension, steps and canopy |

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

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| 7. | **Finance**<br>**To approve the list of payments**<br>The RFO went through the payment list and members agreed payments as per the schedule<br>**To note the Detailed Receipts & Payments Report**<br>**To note the bank reconciliation for April 2025**<br>report was noted by members and signed by Chair | |

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| 8 | **AGAR**<br>This section deferred until June | |
| 9 | **Biffa**<br>To receive a report from Cllr Ford following the recent liaison meeting. Councillors were invited to attend a site visit on 17th September | |
| 10. | **Charles Maw Trust**<br>The councillors were made aware of instances of anti-social behaviour taking place in the lower car park and beyond and invited to discuss strategies to deal with it. Ideas for installing barriers either between the two car park or at the entrance to the upper car park were dismissed for now as being too impractical and entailing excessive cost. The clerk was instructed to liaise with the management of the Memorial Hall to explore utilising existing CCTV, or alternatively installing further equipment. The clerk was also asked to facilitate safer exit from the site by clipping back the hedges between the Hall and the war memorial. A parishioner quote to clean up the playground was accepted. | clerk |
| 11 | **RACC**<br>RM expanded on the earlier report by RF as they both attended the same online meeting. Not much to report as the RACC meeting was largely taken up with disagreements of the status of the committee itself, rather than covering any actual business. | |
| 12 | **Tree Surveys.**<br>The clerk informed the council that it was his opinion that tree surveys could be scaled back in such a way that only the trees within the parish which are situated in positions of heavy pedestrian traffic will need to be checked by a professional. Council asked the clerk to seek advice from SALC/NALC before making final decisions. | clerk |
| 13 | **Monthly news article**<br>Topics for inclusion in The Link/web monthly news were agreed and the AD was invited to write the content. | AD |
| 14 | **Working Groups.**<br>Membership of working groups was discussed and left largely unchanged. | Clerk |
| 15 | **MUGA.**<br>Clerk outlined progress which included agreement in principle between TDC and NPC. There is a meeting booked for later in May to further agree details of the scope of works. | Clerk and JD |
| 16 | **Clerk's exchange.**<br>Memorial field cricket arrangements – the field is now in use. The council voted to allocate £2000 for a shipping container to be used to store equipment. Allotments – there had been some changes to tenants. One allotment holder requested that their plot be halved, but after careful consideration this was not allowed. The request from a bee-keeper was accepted, provided that a) the clerk confirmed that there are no statutory or other regulations preventing this and b) that there in an imposition of a £25 admin fee. (bees). SP&P collapsed grave was now dealt with; clerk to check that the invoice to the church had been paid. The proposed charging points and NPC's objections to their siting in the Avenue had been frustratingly difficult to progress, but councillors reported that individual residents of the Avenue had made their own objections. | clerk |
| 17 | **Items for information or for inclusion on future agendas**<br>To provide any updates on matters since publication of the agenda (no decisions to be made) and consider items for inclusion at next meeting. | |
| 16 | **Next meeting date**<br>Date of the next council meeting confirmed as 11th June. | |
| 17 | **Exclusion of press and public**<br>The Chairman allowed discussion of any topics of a sensitive nature, including staffing issues and closed the meeting at 9.45pm | RM |