Nutfield Parish Council Minutes
Nutfield Memorial Hall
Wednesday 10th September 2025
Meeting opened at **7.30pm** and closed at **9.15pm.**

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

Councillors (Cllrs) present:
Cllr Rigel Mowatt (Chair) (RM)
Cllr Graham Powell (GP)
Cllr Sue Ford (SF)
Cllr John Clarke (JC)
Cllr Duncan Mallison (DM)
Cllr Dean Holborn (DH)
Cllr John Corlett (JCo)

Apologies:
Cllr Jon Dadswell (JD)
Cllr Aled Duggan (AD)

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

In attendance: Jim Paulett (Clerk & RFO) plus two members of the public.

1	**Councillor apologies for absence** Apologies were received and accepted for Parish Councillors Dadswell and Duggan, from District Councillor Windsor and from Councillor Farr (Surrey). Councillor Farr will continue to offer apologies unless council meets at a venue without steps or stairs, although the clerk was asked to investigate whether an online platform was permissible and suitable.	
2	**Declarations of interest** Annual declaration forms were again distributed to parish councillors and the clerk will continue to collect this information.	
3	**Minutes of Previous Meeting** The minutes of the meeting held on 13th August 2025 were approved as a true record and signed by the Chair.	
4.	**Public Session** One member of public wished to address the council with concerns about a development proposal put to TDC (TA2025/913). It was explained that the planning application notice from TDC had come into the office after the publication of the agenda for the minutes. In accordance with protocol, NPC had requested an extension to the period for objections to the planning outline, and this had been granted until after the October meeting. Therefore, no formal resolution to support or object to the planning application could be made at the September meeting. The MoP was told that their concerns were noted by the council and that this would be taken into account at the October meeting. If the MoP wanted to set out his objections in writing, NPC would attach these when replying to TDC. A second MoP who is the director of Nutfield Village Hall Ltd wished to apply for funding for preliminary plans for the refurbishment of the village hall. He outlined the plans that had been set out which can be found on the document submitted for consideration and uploaded to the NPC website. The figure requested of £11,500 far exceeds the annual grant allocation in the parish council's budget. Furthermore, the documents submitted to the council were received after the publication of the agenda, meaning that councillors were not allowed to resolve to approve the funding anyway. The clerk was instructed to add the application for a vote in October, and in the meantime, send out the appropriate paperwork for the grant application.	clerk
5.	**Reports from other authorities** LC reported that there was not much news about the unitary authority developments. Plans to address the issues with HGV parking on the motorway bridge were being escalated but were likely to take time The clerk reported back following his instruction to establish whether Blockade have permission to remain indefinitely and how many vehicle movements are permitted per day/week. They have a temporary licence but vehicle movements are unlimited. 2 MoP's left the meeting. The clerk was instructed to investigate how long the licence was for. RF had nothing further to add and left the meeting.	clerk

6.	**Planning** To agree a response to the following planning applications: **No.** / **Address** / **Detail** 2025/782 / Warren Cottage, New Cottages, Nutfield Marsh Rd. RH1 4EU / Erection of a garden studio in the rear garden. 2025/636 / 10b Trindles Rd / Erection of a single storey rear extension JC outlined recommended responses to both applications for this month. JC to send responses back to Tandridge.	JC
7.	**Finance** • The list of payments was approved – DM to release payments • Detailed Receipts & Payments Report was approved and signed • Bank reconciliation for August 2025 was noted and signed • Mid-month and month-end payment release were discussed and agreed	clerk RM
8	**Link Magazine** The clerk was instructed to create an article about the bonfire for the Link.	clerk
9	**Bonfire** DH explained that all was in hand for the event and that there were no great issues to resolve. The clerk explained that 2x advertisers failed to pay for their adverts last year, despite multiple contacts. Advertisers will be invoiced ahead of publication this year and DH said he would facilitate that. DH and the clerk to meet in January to tender for fireworks contract for 2026.	DH & clerk
10.	**Asset transfer of Mid St Rec from TDC to NPC** Councillors again discussed the benefits and disadvantages of taking ownership of the Recreation Ground on Mid Street. Despite having no clear answers about the responsibility for emptying bins, nor the full breakdown of expected costs, it was decided that having control over the land was important. It would enable the parish council to build a cinder path around the perimeter if it was deemed beneficial. Council unanimously resolved to adopt the land and the clerk was instructed to make the arrangements. The clerk was also tasked with establishing the annual income stream from the Rec receivable currently by TDC. LC left the meeting.	clerk
11	**Cemetery and WBA grounds maintenance contract** The amended version created by the cemetery manager was discussed and the terms were agreed. This document is now adopted and will be used for the upcoming contract tendering.	
12	**Clerk's exchange.** Councillors rejected the clerk's idea to try to form a voluntary group to maintain footpaths through the village, pointing out that maintenance falls to the county council where it does not fall to the landowner. Also rejected was the proposal that the parish council could collate parishioners' reports of footpath problems. Next, the clerk sought direction on a resident's appeal for help with establishing ownership of a land where a tree is causing issues next to the maisonettes next to the railway bridge on Mid Street. Councillors recommended that the tenant seek help from the landlord, but also that contact be made with Rayners of Godstone. Another helpful website is Fix My Street. The clerk updated councillors about the upgrade to Nutt's Corner and the expected visit by the MP on 26th September. The AGAR remaining queries had been resolved after an auditor request for salary information comparing the last two years. The clerk informed councillors that the staff had agreed to tweak their working hours and this was approved. The introduction of a "Log of Matters" document where current issues and work in progress were easily accessible by councillors was welcomed. Finally, the clerk was instructed to reply to an email sent outlining the work conducted by RRAG opposing the loss of the main station car park in Redhill and the building of several residential tower blocks. DH left at 8.55. The clerk was asked to see if there was any progress on the dispute with Sunstone.	clerk
13	**Items for information or for inclusion on future agendas** NVHL application for grants for renewal plans at the village hall.	
14	**Next meeting date** Date of the next council meeting confirmed as 8th October	
15	**Exclusion of press and public** The chair dismissed this item and closed the meeting at 9.15 pm	