Nutfield Parish Council Minutes
Nutfield Memorial Hall
Wednesday 12th November2025
Meeting opened at **7.30pm** and closed at **9.30pm.**

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

Councillors (Cllrs) present:
Cllr John Corlett (JCo)(Vice-Chair)
Cllr Graham Powell (GP)
Cllr Sue Ford (SF)
Cllr Jon Dadswell (JD)
Cllr Aled Duggan (AD)(from 7.40)
Cllr Duncan Mallison (DM)

Apologies:
Cllr John Clarke (JC)
Cllr Rigel Mowatt (Chair) (RM)
Cllr Dean Holborn (DH)

Attending:
Cllr Louise Case (LC) –
Cllr Helena Windsor (HW) –

Apologies:
Cllr Chris Farr (CF)
Cllr Richard Fowler (RF)

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

1	**Councillor apologies for absence** Apologies were received and accepted forRM, DH, JC,Councillor Farr (Surrey) and Fowler (TDC).	
2	**Declarations of interest** None declared.	
3	**Minutes of Previous Meeting** The minutes of the meeting held on8th October 2025 were approved as a true record and signed by the Vice-Chair.	
4.	**Public Session** 5 members of the public attended the meeting. The first two to speak were seeking to gain a better understanding of the possible requirements from the wider community for a planning application that they seek to make in regards to the future development of the Eugene Bann Tennis Centre. An outline of the proposed plans was shared with the council and advice was sought about the style of housing that would best fit the local aesthetic. These MoP's left at 7.45pm, with JCo having thanked them for their attendance and explained that no decisions could be made prior to the planning application. The next to speak was in regard to two planning applications on the agenda. JCo decided to bring forward these two applications only from section 6 and the clerk read out JC's response. MoP was very happy with the council's suggested response to both applications and council instructed the clerk to submit JC's comments for both applications in unchanged form. The fourth and fifth MoP's were here to support and give detail about agenda item 12 and JCo brought forward that agenda item to be discussed in the public session. Council was informed that a group of volunteers, led by DM wanted to put on a summer music event in Jubilee Fields. It was made clear that before any details could be worked on, council would have to give agreement in principle. Council resolved that there was support for this event and invited the group to return when more was known. There was a discussion around licensing, noise, parking and other matters, but approval was given for more work to be done on this LC, who runs a similar event in Godstone had some words of advice and offered to help DM where she could. The remaining MoP's left at 8pm.	
5.	**Reports from other authorities** LC reported that her efforts to secure police assistance in preventing parking of HGV's on the M23 bridge had not yielded any results, and she was left under the impression that nothing would happen until there was a serious accident. JD expressed disappointment that the police were unwilling to help stop lorries from taking up all the pavement space. On the positive side, TDC have a new roadsweeper, and we might notice cleaner streets soon. HW reported a disturbing incident where Surrey Fire and Rescue recently encountered a non-functioning fire hydrant which prevented them putting out a fire. She cautioned that due to "cut-backs", there may be fire hydrants in the parish which have not been subject to the normal checks and which might fail when most needed.	

6. **Planning** — Clerk

To agree a response to the following planning applications:

No.	Address	Detail
2024/551/Cond1	The Shed Swallows End, Crab Hill Lane, South Nutfield, Surrey, RH1 5PG	Details pursuant to Condition 4 (Landscaping) and Condition 6. (Cycle shelter) of planning permission 2024/552 dated 15.10.24 (Conversion of existing building to a one bed, one person dwelling falling within class C3 of the Town & Country Use Classes Order
2024/850/Cond1	117 Mid Street, South Nutfield, Redhill, Surrey, RH1 5RP	Details pursuant to Condition 6 (Reduction of Carbon Emissions) , 7 (External Surfaces) and 9 (EV Charging points) of permission 2024/850 dated 24/09/2024 (Erection of a replacement dwelling & demolition of existing car port and four outbuildings)
2025/896	Thumbles. Crab Hill Lane. RH1 5NRhes, 36 Morris Rd, RH1 5SA	Construction of 2-storey extension to replace existing and comprising ground floor utility room and first floor bathroom complete with dormer window.
2025/1156	Little Bushes, 36 Morris Rd, RH1 5SA	Erection of ground floor rear extension, first floor side extension, front porch extension
2025/1053	Land Adjacent To 2 Mid Street, South Nutfield	The siting of six to nine dwellings with a combined floor space less than 1,000m2
2025/918	Mill Cottage. Pendell Rd. RH1 4QL	Garage and shed demolition and rebuild with garden landscaping (Listed building consent
2025/1054	Land Parcel West Of 29 High Street, Nutfield Road	The siting of six to nine dwellings with a combined floor space less than 1,000m2.

The clerk outlined recommended responsesto the first five of these sent in by JC. See attachment for responses. Given that 2025/1054 was identical to 2025/1053 except for the location, council resolved to send the same response. The final application (2025/918) was not received in time for JC to send prior recommendation, so the council considered the application and instructed the clerk to send in a response to TDC

7. **Finance**

- The list of payments was approved – DM to release payments — clerk
- Detailed Receipts & Payments Report was approved and signed
- Bank reconciliation for October 2025 was noted and signed — DM
- Mid-month and month-end payment release were discussed and agreed
- The clerk outlined the progress with the budget which was discussed at length.Councillors raised concerns that the income for the cemetery for 2026/27 was set unrealistically high, but the clerk stated that there was no reason to believe that current levels of income could not be continued. The proposed 2026/27 leaves the general council (ie excluding surpluses for the cemetery) in deficit which was not desirable. The clerk explained that there were projected to be enough surpluses in 2025/26 to offset next year's deficit. Furthermore, 2026/27 included a number of one-off charges for eg legal fees for the asset transfers which will not apply in future years, and that the precept will not need to be substantially increased for that reason. Councillors will be given one more month to digest and comment on the projected budget before voting to adopt in December.

8 **Link Magazine** — clerk

The clerk was instructed to prepare an article for the Link which outlines mechanisms and helplines for reporting various aspects of community life which are currently being channelled through the parish council. This article should outline the activities of NPC, what its remits are and also the limitations to its powers and authority.

9 **Review Standing Orders, Financial Regulations, Financial Risk Assessment and scheme of Delegation, Code of Conduct, Anti-bullying and Harassment Policy, Dispensation Guide.** — Clerk

It was agreed to defer this by one month to allow councillors more time to digest the changes. All councillors are to be allocated two document each for review once the clerk has prepared them.

10. **Football Club Grant application.** — clerk

The NYFC application for £500 towards new goalposts was reviewed and it was voted to allow them this funding. Clerk to arrange payment.

11	**Conservation Society** The Conservation Society sent in a written plan which appears to seek permission to arrange a survey for re-wilding the Jubilee Fields. The clerk was instructed to give permission for the survey to proceed, but to remind the Conservation Society that any plans to change the Jubilee Fields must not compromise the annual bonfire event or hinder residents ability to walk the fields.The top field would not be suitable as it will impinge on the village bonfire event and so authorisation is given for only the middle field.	clerk
12	**Community Events / Street Closures** This item was promoted up the agenda and covered off in the public session	
12	**Clerk's exchange.** Nutt's Corner; the clerk reported a successful visit from the MP to unveil the Friendship bench– Memorial Hall car park and bank; works are scheduled for the end of this month and the clerk detailed the plans– The Rec; TDC has written to limit its contribution to an artificial football pitch on the Rec which might need the parish council to increasing funding. Various ideas were set out for this– crime updates; a number of vehicles had been damaged on Trindles Rd, The Copse and South Station Approach on the evening of Friday 9th November. The clerk was instructed to liaise with police about this, although there was unlikely to be CCTV evidence. – Sunstone update; the clerk advised that the liquidators had finally included NPC on the creditors list– review of website; it was resolved that although there are more exciting websites, the current one was sufficient and once older documents were removed (which the clerk was instructed to do) there was no need to upgrade the website as long as statutory information was uploaded- overgrowth by railway; this seems to have been done as part of a programme of works and it was noted that the railway bridge on Coopers Hill Rd is scheduled to be next – cemetery updates; council was kept abreast of matters arising from the Nutfield Burial Board meeting last week – Auditor's appointment (Mulberry) was approved unanimously for the next 3 years. Councillors were asked to keep the NPC parking space free during office hours for the cemetery manager who often has to carry heavy memorial tablets to the office. Hedge cutting at the allotments; the clerk was instructed to seek an invoice from the neighbouring resident at Scout Hut Lane to show that the hedges were trimmed earlier in the year.	clerk
13	**Items for information or for inclusion on future agendas** None	
14	**Next meeting date** Date of the next council meeting confirmed as 10thDecember. Councillors adopted the proposed dates for 2026, being the second Wednesday in each month The location on the current document is wrong, as noted by SF.	
15	**Exclusion of press and public** The Vice-chair introduced a confidential item and then closed the meeting at 9.55pm	