

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10 MARCH 2016

Present: Mr John Chiverton Chairman  
Mrs Mary Mansell  
Mr Terry Mayne  
Mr Ian Foster  
Mr Ian Fairbrother  
Mrs Kathy Wheeler  
County Councillor Stephen Cooksey  
Councillor Clayton Wellman

Mrs Jan Russell Parish Clerk

Apologies were received from Mr David Goldhawk and Councillor Claire Malcomson.

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 14 JANUARY 2015

The minutes were discussed and then signed as a true record of that meeting by the Chairman. This was proposed by Mr Mayne and seconded by Mr Foster.

### MATTERS ARISING

Parking in Village - Councillor Cooksey advised that this matter will be dealt with as part of the local parking review.

Risk Assessment - It was discussed that cars belonging to both residents and visitors were being driven the wrong way up part of Warwick Road which is a one-way street in the village. It was discussed whether a sign could be erected by the new houses opposite the surgery. Councillor Cooksey said that this was something that Surrey County Council should be made aware of and asked for details to be forwarded to him for further action. Illegal driving procedures were something that the local Police should act upon and it was unfortunate that although the Police were invited to attend the Parish Council meetings, cutbacks meant that they no longer have the resources to send representation. **JR**

Betchets Green Road ditch - The ditch was now been worked on and Surrey County Council has carried out this work. However when there is heavy rain water was still runs down the road.

### VILLAGE HALL

Mrs Mansell confirmed that the hall was taking regular bookings. The cottage was still being let. There were no further details available regarding the damp in the cottage.

### PLANNING

#### Applications and Decisions

No new planning applications or decisions that might be of interest to the Parish Council have been registered since the last meeting in January 2016. However a letter was received from Mole Valley District Council Planning Department in January 2016 relating to Woodholm, Horsham Road, Holmwood

MO/2015/1221 - APP/C3620/W/16/3142128. An appeal had been made to the Secretary of State against the initial refused planning consent. The Parish Council had responded in writing to the Planning Inspectorate in Bristol, outlining concerns should the appeal be lifted.

Discussion took place regarding the very large signs erected on National Trust land along the A.24 by Stonegate Homes. The Clerk will write to MVDC Planning Department to ascertain whether planning permission has been granted for these signs. JR

## **PLAYGROUND**

Wicksteeds have completed the work to replace the safety surfacing under the see-saw in the children's playground. An invoice for these works has been received but there are discrepancies on the invoice wording. The Clerk will contact Wicksteeds and ask the reissue of a clear and concise invoice which will then be passed for payment. Credit notes will need to be issued for the incorrect invoices. JR

## **AUDITOR**

The appointment of a new Internal Auditor needs to take place without delay. The new auditor will be approached officially to take up the role. The Clerk will set up a meeting with the new auditor as soon as possible to confirm charges and to seek advice regarding the Parish Council's position with a view to opting-out of an external audit which needs to be actioned by the end of March 2016. The appointment of the new auditor was proposed by Mrs Mansell and seconded by Mr Mayne. JR

## **DEFIBRILLATOR**

The Clerk confirmed that the insurance cover the Parish Council holds at the present time will fully cover the PAD against theft and damage until the end of June 2016. Mrs Mansell confirmed that the PAD has been received and a Holmwood Club member has kindly agreed to install the cabinet to house this equipment. A security camera will be installed to monitor the PAD cabinet and also a security light which will be active when the Club is closed. The PAD should be fully operational by the end of March 2016. Training was discussed and the possibility of taking advantage of the Heart Start course available from MVDC. The ambulance station at North Holmwood will need to be notified once the PAD is ready for use.

## **PARKING IN SOUTH HOLMWOOD VILLAGE**

Parking within the village was discussed earlier in the meeting and Councillor Cooksey advised that this matter will be dealt with as part of the local parking review. A member of the public had contacted the Council regarding the A.24 intersection at Mill Road. Councillor Cooksey advised that this is something that he will discuss with Surrey County Council. He will report back to the Parish Council when further information is received. In the meantime the Clerk will respond to the resident that this matter is out of Parish Council's control but will be considered by SCC. JR

## GRASS CUTTING

Grass cutting on the central reservation of the A.24 was discussed as last year the reservation was cut flat, cutting back all wild flowers and grasses. The Parish Council did write to MVDC to ask for a more sympathetic cut but is was advised that the intersections needed to be cut regularly for safety reasons mainly being able to see the white lines painted on the road.

## CYCLE WAY

At the start of 2010 the Parish Council agreed to support the proposal for a cycle way. A local resident has again raised the issue. Councillor Cooksey confirmed that in 2011 a five year programme was put in place but unfortunately not everything on this programme is been achieved. Funds will therefore be transferred to next year's budget as this a long term programme. The Clerk will respond to the resident on behalf of the Parish Council giving a current up-date

JR

## IMPLICATIONS OF PROPOSED SCC CHARGE FOR DISPOSAL OF HOUSEHOLD WASTE AT TIP

Councillor Wellman confirmed that despite objections being raised and the threat of increased fly tipping in the area, restrictions on opening times and charges will be introduced at household waste amenities. Councillor Wellman said that should an increase in fly tipping be noticed in Holmwood, MVDC should be advised.

## WEBSITE

The Clerk confirmed that the website is now up-to-date with all Parish Council information.

## FINANCE

The following payments were approved:

<i>Invoice No</i>	<i>Payee</i>	<i>Amount</i>	<i>Cheque No.</i>	<i>Purpose</i>
DU835736	Wicksteeds	£4156.80	480	Playground Safety Surface
1209539	Wel Medical Ltd	£708.00	474	Defib Safe Cabinet
	St Catherine's Hospice	£10.00	479	Donation
	J Russell	£1152.00	478	Clerk's salary
	J Russell	£279.80	476	Clerk's expenses
	HMRC	£288.00	477	Clerk's income tax
	Village Hall	£60.00	475	Hire of Hall
53023	G Burley	£126.00	482	Grounds Maintenance 4 <sup>th</sup> Quarter
1934	Surrey ALC Ltd	£270.12	483	Annual Subscription
3172	The Image Company	£80.00	484	Printing Spring Newsletter

## FOOTPATH

The finger post at Betchets Green Road still needs to be repaired. The Clerk will contact MVDC again to have the situation rectified.

JR

## **BUS SHELTER - A24 SOUTHBOUND**

MVDC is still not willing to undertake the repairs to the bus shelter. The Clerk will contact MVDC again to ask for these repairs to be made. If the Council is still unwilling to assist, the Clerk will contact Councillor Cooksey and Councillor Wellman to ask for their support. **JR**

## **ANY OTHER BUSINESS**

Spring Newsletter - The Spring newsletter has been completed. Proof copies were circulated to councillors at the meeting for their approval.

Betchetts Green Road - Mrs Mansell met with the National Trust regarding the collapse of the culvert in the lane next to a public footpath. It is understood that the upkeep of this lane is the residents' responsibility and therefore the land owners should be contacted. The Clerk will write to the land owner to ask if repairs can be carried out to the culvert. **JR**

Drainage off Car Park at Scott House - Thames Water are looking into the drainage in this area but the Parish Council has not receive any further information at the present time.

## **DATE OF NEXT MEETING**

This will take place at 7.30 pm on Thursday, 19 May 2016, at the Village Hall.