

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12 SEPTEMBER 2013

Present: Mr John Chiverton Chairman
Mr David Goldhawk
Mrs Mary Mansell
Mr Charles Hill
Mr Terry Mayne
PC Jo Dootson Attended part of the meeting

Apologies: Miss Caroline Salmon

MINUTES

ACTION

The Minutes of the Parish Council Meeting held on 10 July 2013 were approved and signed as being a correct record.

MATTERS ARISING FROM MINUTES OF 15 MAY 2013

PC

A24 Two of the lights in the subway were not working and Pat Clare agreed to follow this up. Mary Mansell reported that the Focus leaflet distributed to households stated that the Liberal Democrats had been responsible for organising the clearing of the footpath from the school to Foxmead, and she wished to place on record that this was inaccurate because it had been the Parish Council who had initiated this work through Stephen Cooksey.

Zurich Insurance Pat Clare confirmed that she had checked with Zurich Insurance concerning the cover for loss of cash. Zurich confirmed that we have cover for £500 for physical cash/cheques being stolen by a third party, and a Fidelity Guarantee cover for £250,000 which relates to funds being stolen/misappropriated by the clerk or officers. This information had been passed to the internal auditor who had raised this query in the first place.

Warwick Road The hole in the pavement outside Scott House has been repaired.

VILLAGE HALL

Mary Mansell reported that as at August 15, £2354.44 was still owned to Four Seasons, and £1,680 to David Kingham, but Peter Bray was continuing the use the funds from the rental of the cottage to pay off the debts. Once the debts had been met, Peter Bray would draw up a schedule of work required and would also be in a position to accumulate a fund which would be used to pay for the further work. He would also then be able to apply for a grant from Surrey County Council.

Mary Mansell stated village hall bookings had significantly increased. She had given Peter Bray £1000 from these funds, and he had paid £465 for a new fire exit door from the clubroom, which was badly needed. The cottage tenant had signed a new one year agreement with a 6 month break clause. She was an excellent tenant and it

was hoped she would stay for the full year. The club had made a small profit last year.

PLANNING

Decisions Made

Bracken Cottage, Mill Road - Erection of two storey rear extension APPROVED WITH CONDITIONS

Mill House, Mill Road - Renewal of approved planning permission for erection of single storey front/side extension - APPROVED WITH CONDITIONS

Kuoni Gardens, Mill Road - Erection of 2 detached properties - APPROVED WITH CONDITIONS.

Applications

Grandon Lodge, Horsham Road (Capel within 20 m of Holmwood Parish) - Erection of replacement dwelling and conversion of outbuilding to dwelling.

North Mill House, Mill Road - Erection of two storey side extension

Flat 1, Mill House, Mill Road - Erection of car port

The Mill House applications were considered by Council, and there were no objections raised.

FINANCE

The following payments were approved by Council:

Burleys	£	144.00	New hedge cutting
Burleys	£	2,551.20	Grounds Maintenance
The Image Company	£	49.00	Newsletter
Pat Clare	£	241.81	Expenses/Broadband/Telephone
Pat Clare	£	1,092.00	Clerk's Net Salary
HM Rev & Customs	£	273.00	Clerk's income tax

Village Hall David Goldhawk proposed that a donation of £2000 be made to the Village Hall once funds are available, and this was seconded by Terry Mayne and agreed by the council. This donation will be used towards the cost of roof works already carried out.

Tyre Service Car Park Fencing Pat Clare reported that Robin Satow, the Rural Surveyor of the National Trust had confirmed that the fencing in the Tyre Service car park could be replaced. However, Council agreed that the posts should be concrete and not wood, and Pat Clare will now go back to Robin Satow to check that

this is in order. Once this has been agreed, Pat Clare will contact Brian Nixon at Burleys to arrange for him to meet with Terry Mayne, so that the work can be carried out. The cost, if concrete posts are used, will be £835 plus VAT.

PC

Infrastructure Levy There was £1740.94 available, but only £1445.76 was available to the Council to spend on "recreation", so this money cannot be used to pay for the fencing outside the Tyre Service. However, Andrew Bircher of MVDC said there was no time limit on when this money should be spent, so it will be left there for the time being. It may be that after the next Wicksteed's inspection of the playground, the money could be used to fund any work required.

Concurrent Grant Pat Clare reported that she and Mary Mansell had met with Andrew Bircher of MVDC to discuss how the grant was being used. Apparently the grants paid to parish councils varied considerably, and the way the money had been spent by them also seemed to cover a wide area of projects. Andrew Bircher said that he could find no one at MVDC who knew the history of the grant and why this was set up in the first place. Since that meeting, Mary Mansell has sent him a document issued in 1999 which sets out the purposes of the grant, in that it is meant to be used to cover the cost of maintaining the grassed areas and similar types of work. It is likely that the grant will continue, and will be in the region of 70% of the expenditure incurred for this type of work by Councils.

Financial Statement as at September 2013 Council were given this statement showing that to date there had been an expenditure of £5331.84, leaving a balance of £1780.91 in the Current Account. The Business Reserve Account has a balance of £4430.63. This includes the donation of £2025 for the War Memorial, and £2000 contingency.

PLAYGROUND

Terry Mayne apologised that the seat he had agreed to repair was still broken, but before he went ahead and purchased the wood necessary for the repair, he suggested that MVDC should be contacted. Apparently in the past they have had used seats similar to the one in the playground, which they have made available to Councils. Terry Mayne will let Pat Clare have the dimensions of the seat so she can follow this up with MVDC.

PC/TM

The new hedge around the playground had been topped, the plastic cases at the bottom removed, the area tidied, and the hedge now looks much better

WAR MEMORIAL

All the relevant paperwork on the war memorial held by Vic Mansell was still not available to Council, and Mary Mansell and David Goldhawk will follow this up. They will also obtain up-to-date estimates for any work required.

MM/DG

Pat Clare reported that as part of the centenary of the start of the First World War, the government is proposing a series of commemorative events. Grants of £3000 to £10,000 will be available to help with the restoration work of war memorials. However, any application for a grant will have to show that projects have been set up in the community which promote community awareness of the First World War. One way of doing this would be to create a link in the parish council website devoted to the people in the parish who lost their lives in the war, so that residents can learn about them and other related matters. Once updated estimates for the work required have been obtained, this matter will be taken further.

Terry Mayne has agreed to start researching the names on the War Memorial, and Pat Clare offered to assist him.

TM

ANY OTHER BUSINESS

Police Report - PC Jo Dootson reported on the figures for Holmwood, as at September 2013, showing that there had been two crimes. A domestic related assault in South Holmwood, and a domestic related burglary in Mid Holmwood. She reported that since the reduced speed limit on the A24 was implemented there had been no accidents reported. PC Dootson also reported that there was an emerging crime trend involving theft from garden sheds and outbuildings, but the police had recently conducted a successful operation resulting in arrests, which had greatly reduced the problem. She stated that people should be vigilant and report any suspicious activity.

Website Pat Clare had emailed councillors with the draft of the website pages, and she had taken photographs of various locations in the Parish. It was agreed that she would purchase the domain name "holmwoodparishcouncil.gov.uk" and then proceed with the creation of the website. The only cost will be the purchase of the domain name which will be in the region of £108 plus VAT, renewable after 2 years for £68 plus VAT.

PC

Newsletters These were distributed at the meeting so that Councillors could arrange delivery.

BDO There had been two separate enquiries from BDO concerning the accounts which had been submitted, both of which had been answered. BDO approval is still awaited.

A24 Mary Mansell reported that the height of the fir trees had been reduced between Vigo Lane and Pondhead Cottages. The use of the grinding machinery had left an appalling mess in the area. Pat Clare will contact Stephen Cooksey to see if he knows who was responsible for carrying out the work, so they can be contacted about tidying up the area.

PC

DATE OF NEXT MEETING

The next Parish Council meeting will be at 7.45 pm on Thursday, 21 November, 2013.