

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13 MARCH 2014

Present: Mr John Chiverton Chairman  
Mr David Goldhawk  
Mrs Mary Mansell  
Mr Tim Gamblen  
Mr Terry Mayne  
Mr Stephen Cooksey County Councillor

Apologies: Apologies were received from Charlie Hill and Caroline Salmon

Before the meeting began, the Chairman advised on a change in the Agenda. Item 5 on Finance would be moved to after the item on the War Memorial.

### MINUTES

### ACTION

The Minutes of the meeting held on 16 January 2014 were approved and signed as a true record of what took place.

### MATTERS ARISING

### MM

Mary Mansell to chase the fixing of the reflectors to the new posts by the subway,

### VILLAGE HALL

Mary Mansell had nothing to report as everything was running smoothly. She hoped to be able to pass onto Mr Peter Bray £2000 at the end of the financial year for the building fund. This will be from the receipts for the bookings. Peter Bray has not yet produced a report on the most important building matters to be dealt with first this will be forthcoming.

### PLANNING

#### Decisions Made

Dorking Tyre Services, Horsham Road - Change of use of ground floor office to holistic therapies. Submitted on 29/11/2013. REFUSED ON 30/01/2014

Devon House, Horsham Rd - Erection of 4 terraced houses and 4 flats, with ancillary parking spaces. APPROVED WITH CONDITIONS ON 24/1/2014

#### Applications

Westleigh Cottage, 6 Warwick Rd. - Erection of single storey rear extension, submitted on 20/2/2014. No objections were raised by Council.

#### Mole Valley Housing and Traveller Sites Plan Consultation

Parish Council posted on MVDC website comments about the following sites:

Chapter 17 Minor Village Boundary Changes: South Holmwood

DK10 Redlands Farm

BG01 Breakspear Farm Beare Green

BG08 Land west of Old Horsham Road

Stephen Cooksey said nothing will be done until about October when Mole Valley will reduce the number of sites that is wanted. They are working with other districts in Surrey to put forward the proposal to the government to try and reduce the number of houses that the government wants them to provide.

Swires Farm Henfold Lane - Composting facility. - submitted further amendments to application. 13/2/2014 The Clerk said a further letter had been sent to Surrey reiterating the Council's comments about this proposed development.

## **PLAYGROUND**

The Clerk confirmed the order with Wicksteeds to paint the Sputnik when the weather improves at a cost of £358 + VAT, and to do another inspection in June costing £45 + VAT.

The Clerk has instructed Burleys to jet wash the hard surfaces in the playground before the Easter school holidays, and also to jet wash the two old seats which have mould on them.

The notice board has not been finished, and the dog bin still needs to be moved outside the playground. Mary will chase Ian Parsons about this. It was agreed that the Clerk will ask him for an estimate for repair of the back of one of the seats in the playground which is damaged, and then to carry out the work.

**MM/PAC**

The Chairman explained that the bench in the playground which was due to be repaired by Ian Parsons was removed by Mole Valley workers and a new bench, of poorer quality, was put in its place. It was the intention that when Mole Valley contacted the Council to say the new bench was available, they would be given instructions on the new siting. However, they did not contact us and simply removed the old seat leaving the new one in its place. Ian Parsons was told that he could no longer repair the old seat. He said he would not charge for the timber as it could be used for other tasks, but the charge for labour of £150 would be invoiced to the Council.

## **WAR MEMORIAL**

Mary Mansell reported that a donation had been received from Mr George Sturt of Dorking. A further donation had been obtained from Stephen Cooksey's SCC Member's Allowance and there are monies held in the bank reserve account. This meant that the Council was now in a position to arrange for work to be started on the memorial.

Mary Mansell reported that she had obtained an estimate for £1894 plus VAT from Archer Stone for the cleaning of the memorial. After consulting the Chairman instructions were given to Archer Stone to carry out the works. They have reported a number of faults with the memorial with photographic evidence, and quoted £805 plus VAT for the restoration of the memorial. Tim Gamblen proposed that Archer Stone be instructed to carry out this additional work, seconded by Terry Mayne, and was agreed by all present. Burleys will be starting the replacement of the railings on Monday, 17 March, and the groundwork will be started shortly after that. The railings and flag pole will cost £6364 plus VAT and the groundwork £3110 plus VAT. This brings the total expenditure for the memorial to £12,173 plus VAT. This means there will be a cost to the Council of £2254.

The Chairman asked the Clerk to write to Surrey County Council and to George Sturt conveying the Council's grateful thanks for the funds they had provided which has enabled the Council to get this work done. He also thanked Mary for all her efforts in progressing this work and to Vic Mansell in getting the memorial registered with English Heritage.

PC

Mary Mansell said that B & Q are giving away free packets of poppy seeds, and she said anyone going near B & Q could get these so they can be scattered around the memorial in the hope that by November, there will be poppies there.

Terry Mayne gave an update on the research he had been doing, including his trip to Belgium war cemeteries where he took photographs of some of the graves where Holmwood residents had been buried. David Goldhawk thanked Terry for all the work he has been doing on this project, and which he is continuing to add to.

## FINANCE

The Clerk advised Council that due to a change in Government Regulations Mole Valley now has to calculate the Parish Council's precept requests in a different manner thus resulting in a rounding up process. This is based on the number of Band D properties in the parish. Therefore our request for £12,000 was rounded up to £12,100.00 whilst the Council had been informed of this change it had been overlooked at an earlier date.

The following payments were agreed:

Archer Stone (cleaning of memorial)	£2272.80
Holmwood Village Hall (hire of hall)	£ 60.00
Image & Co (newsletters)	£ 55.00
G Burley & Sons (Warwick Close)	£ 244.80
4 Seasons (park bench)	£ 150.00
P Clare (mileage/expenses/broadband & Tel)	£ 303.69
P Clare (net Salary)	£1092.00
HM Revenue & Tax	£ 273.00

The Clerk reported that a letter had been received from St Catherine's Hospice in Crawley asking for a donation as in previous years. Mary Mansell proposed that £25 be sent to them and this was seconded by John Chiverton.

## ANY OTHER BUSINESS

Police Report PC Jo Dootson was unable to stay for the meeting but had left the crime figures for March showing that there had been a drink/drive offence when the driver had been arrested and charged. There had been a cyclist who had been bitten by a dog, and a theft from a motor vehicle involving the removal of a number plate.

Grit Bin Betchetts Green Road - Terry Mayne asked Stephen Cooksey if he would again follow this matter up as the bin had still not been removed from the ditch and placed on the side of the road where it had originally been.

SC

Risk Assessment - Mary Mansell said we have to approve the risk assessment register. The Playground assessment carried out by Wicksteeds is the most important one. If they point anything out to us we report on it in Council meetings and take appropriate action. David Goldhawk continues to do a visual weekly inspection at the playground every week to see if anything needs attention. Tim Gamblen proposed that we should keep a register of any faults reported, and the action taken. This was seconded by David Goldhawk, and all agreed. The Clerk will start the register forthwith.

PC

Area behind Bus Shelter - Mary Mansell said that the area behind the bus shelter on the northbound carriageway of the A24 was untidy where trees have fallen down. The Clerk will contact Bob Adams of the National Trust about this matter.

PC

#### **DATE OF NEXT MEETING**

The next Parish Council meeting will be on Wednesday 28 May, in the Village Hall, but at the new start time of 7.30 pm.