

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15 MAY 2013

Present:	Mr John Chiverton	Chairman
	Mr David Goldhawk	
	Mr Vic Mansell	
	Mr Tim Gamblen	
	Mr Terry Mayne	
	Mrs Mary Mansell	
	Mr Charles Hill	
	Mr Wane Monkman	District Councillor
	PCSO Pat Booker	Attended part of the meeting
Apologies:	Mr Stephen Cooksey	Miss Caroline Salmon

### MINUTES

### ACTION

The Minutes of the Parish Council Meeting held on 14 March 2013 were approved and signed as being a correct record.

### MATTERS ARISING FROM MINUTES OF 14 MARCH 2012

A4 The subway lights were working but one has now stopped and Pat Clare agreed to notify Surrey County Council of this fault. The mirrors still have not been replaced and Pat Clare will notify Caroline Salmon of this to see if she can again ask Surrey County Council to provide suitable replacements. Charles Hill reported that the footpath from the School to Foxmead is still overgrown and very uneven, and Pat Clare will again ask Stephen Cooksey to see if this problem can be resolved.

PAC/SC

Tyre Service Railings Pat Clare had contacted the National Trust about the white railings which had been removed, but Rob Adams had said it was nothing to do with the Trust, so Pat Clare will now contact Caroline Salmon about this matter.

PAC/CS

### VILLAGE HALL

Mary Mansell reported that the fencing had now been repaired. She then presented the unaudited accounts for the Village Hall. These showed that the income for 2012/13 was £10,103.83, and the expenditure was £9,990.61, leaving a balance at 31 March 2013 of £113.22. Figures were also produced showing the amounts owed to Ian Parsons who had undertaken all the urgent repairs to the hall. The total amount originally owed to him was £17,834.67, of which £11,178.27 had been repaid using donations received, and the rent from the hall cottage, leaving a balance owing of £6656.40. A survey had been carried out by a Surveyor at a cost of £1,680.00, this sum had been paid by Mr Kingham and he will be reimbursed as funds become available.

Charles Hill raised the question about whether the charges of £5 per hour to rent the hall was very low, and perhaps this should be increased as a means of raising more revenue for the Hall. However, it was agreed that decisions about the charges should be left to the Trustees.

Stephen Cooksey had provided contacts for possible sources of grants for the Village Hall. These were given to Mary Mansell who will advise Peter Bray.

## **PLANNING**

### Notified Decisions

West View, Norfolk Road - Erection of two storey rear extension following removal of existing single storey rear elements - APPROVED WITH CONDITIONS.

Devon House, Horsham Road - Renewal of extant planning permission for erection of 8 units - REFUSED.

The Dutch House, Horsham Road - Three replacement windows - APPROVED WITH CONDITIONS.

Lodge Farm, Lodge Lane - Change of use to tyre fitting and supply batteries/brakes/wheel alignment. WITHDRAWN. Pat Clare had raised with Bob Primrose at Mole Valley DC the concerns Council had over whether the company was complying with Condition 4, and he had replied to the effect that he had checked the site and found no evidence of a breach of Condition 4.

### Applications

There had been no new applications over the last two months.

## **FINANCE**

The following payments were approved by Council:

Image & Co - Printing to Playground notice board.	£30
J Systems - Repair to clerk's computer.	£48
St Catherine's Hospice - donation.	£25
SCAPT Affiliation.	£261.35
Zurich Municipal - Insurance	£347.28

Pat Clare reported that the renewal premium from Aon Insurance was £407.19, but she had contacted other companies for quotations for the same type of insurance, and Zurich Municipal had a lower premium of £347.28. David Goldhawk proposed that the Council switch the insurance to Zurich, and this was seconded by John Chiverton. All in favour.

Pat Clare reported that Andrew Bircher of Mole Valley DC had advised that they charge a Community Infrastructure Levy on certain planning applications. The majority of this levy is passed to Surrey County Council, but a small percentage of this is available for Parish Councils to spend on specific projects. At present there is

£1,740.94 in the pipeline for South Holmwood. Wayne Monkman reported that Caroline Salmon was aware of this and is investigating the availability of the funds.

CS

## **PLAYGROUND**

PAC/TM

The see-saw has now been repainted by Wicksteeds. Mary Mansell said she was having problems in finding exactly where the finger trap caps need to go on the climbing frame igloo, and Pat Clare said she would check the inspection report to see if it specified this. Terry Mayne has researched into the cost of replacing the broken seat and feels that the best wood to use is Sapele which will be £84, plus the cost of new bolts may be needed. He will now arrange for this work to be done. The operator's sign has been updated showing her name at the top, and a notice that in case of accident dial 999, and gives the address and post code of the Playground.

Following an approach to the Council from Rebecca Price about updating the playground equipment, Pat Clare had written to her inviting her to the meeting, but she had not replied.

Terry Mayne pointed out that in order for the new shrubs around the playground to grow as a hedge, the tops need to be cut back. Pat Clare will contact Burleys to get a price for this work, and for the removal of the plastic cases which protect them.

PC

## **WAR MEMORIAL**

Vic Mansell reported that he had heard from the War Memorial Trust that applications for grants can now be made four times a year, and that these grants can be 75% of cost, leaving Councils with the requirement to pay just 25% of the costs. In view of this he will now make application to them to see if he can get funds to replace the railings. Pat Clare had written to Robin Satow, who is the Rural Surveyor of the National Trust, about the Council arranging for some hard standing on either side of the approach to the memorial, and for additional paving stones from the railings to the memorial. This had been agreed by the Trust, subject to a small licence fee. However, Council decided not to go ahead with the work until there is more information about the possibility of a grant from the War Memorial Trust. In the meantime Terry Mayne will arrange for the railings to be repainted with Hammerite once the weather is dry.

VC/PAC

## **REVIEW OF CLERK'S SALARY**

Mary Mansell stated that as the salary paid to Pat Clare when she joined the Council as Clerk in April 2012 showed no increase over the payment paid to Mary Mansell when she was Clerk, and as Pat Clare will be doing more work this year with the creation and maintenance of a Parish Council website, she proposed that her salary be increased to £2730 to cover 5 hours per week, at the rate of £10.50 per hour. This was seconded by Terry Mayne. The Clerk's expenses for broadband and telephone will remain the same at £360 per year, but the claims for mileage will be increased to 65p per mile to bring the rate into line with the rate agreed nationally.

## ANY OTHER BUSINESS

PC/PB

Police Report - PCSO Pat Booker reported on the figures for South Holmwood, as at May 2013, showing that there had been six crimes. An assault at South Holmwood Village Club. Two wildlife offences where one deer and two hares were killed, and another where two buzzards had been killed. Theft of heating oil from the Horsham Road area. Criminal damage to a metal door handle at St Mary's Preschool. Theft of various items from a property in Horsham Road, although 3 people were stopped following that incident and the matter is now being pursued. As yet, no figures are available showing whether the reduced speed limit on the A24 has had an effect on the number of accidents on the road, but PCSO Booker agreed to investigate this.

Review of Salt Bins - After discussion about salt bins in South Holmwood, it was agreed that Pat Clare ask Stephen Cooksey to see if an additional bin can be placed at the corner of Norfolk Road and Betchets Green Road, opposite Church Drive.

PC/SC

Community Shop - Charles Hill reported that the provision of the shop is now in abeyance because there is no accommodation available. The Weston's 2009 application had expired in November last year, but he had notification that the planning application had been extended, and he will make further enquiries about this. The current thinking is that a community food float might be arranged, and he will meet with a director of Food Floats and Jacqui Johnson in North Holmwood to see whether a service could be provided for up to 2 hours in one day in Beare Green, South Holmwood and North Holmwood. For the future, consideration may be given to the purchase of a portacabin, and the Guildford Diocese would be asked if it could be parked in the church car park. Of the 572 questionnaires distributed, 150 were returned and only six of them said they did not want the shop.

Friends of Holmwood Common - Mary Mansell said that Kathy Wheeler has been our representative, but as they have changed the constitution, Kathy will not be representing us in future. Pat Clare was asked to write to Kathy thanking her for past efforts, and for keeping the Council informed about the Common.

PC

Scott House, Warwick Road - Vic Mansell said that there is a large crater on the pavement which has barriers around it. Pat Clare was asked to write to Stephen Cooksey to see if he can find out when this is going to be repaired.

PC

Trustee of the Dorking Charity - Mr Terry Mayne reported that he attends the meetings of this charity four times a year, but, although interesting, there is nothing to report to the Council.

## DATE OF NEXT MEETING

After the internal audit has been done of the accounts, there will be a meeting on 20 June 7.45 pm for Councillors to adopt the accounts before they are submitted to the external auditor.

The next Parish Council meeting will be at 7.45 pm on Wednesday, 10 July, and not 24 July as suggested at the meeting.