

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24 JUNE 2015

Present:	Mr John Chiverton	Chairman
	Mrs Mary Mansell	
	Mr Terry Mayne	
	Mr Ian Foster	
	Mr Ian Fairbrother	
	PCSO Pat Booker	Only attended to give crime figures.
	Mrs Pat Clare	Parish Clerk

Mr Ian Fairbrother was welcomed to the meeting by the Chairman, and Mr Fairbrother signed his Declaration of Acceptance of Office form.

Apologies have been received from Mr Goldhawk, Mrs Wheeler, and County Councillor Cooksey.

The Clerk reported that two new district councillors for the Holmwoods had now been elected. Mrs Claire Malcomson and Mr Clayton Wellman will join the existing district councillor Mr Wayne Monkman.

## MINUTES OF THE ANNUAL STATUTORY MEETING HELD ON 12 MAY 2015

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

## MINUTES OF PARISH COUNCIL MEETING ON 12 MAY 2015

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## MATTERS ARISING

Transparency Code for Smaller Authorities - The clerk reported that she attended a morning's training course on this matter at which she learnt a lot about the new procedures and the suggested layout and content of the new documents needed to be put on the website. She also confirmed that Parish Council will be able to opt in and out as necessary, because the external auditor will continue to send the paperwork for internal and external auditing, and Councils will be able to opt out by returning a form stating that they will not be submitting accounts to the external auditor as their turnover had not exceeded £25,000.

Insurance - The Clerk confirmed that she had written to Zurich accepting their insurance quotation.

Fly-tipping - Mr Mayne stated that the vicar has apologised for putting all the remnants of the tree cutting at the back of her garden, and she has now arrange for this to be burnt.

## VILLAGE HALL

Mrs Mansell stated that there was nothing to report. Bookings are still coming in, and the hall is being used most evenings.

## PLANNING

### Applications Received

MO/2015/0783 Folly Farm, Folly Lane, South Holmwood - Erect agricultural building. Submitted on 5/6/2015. Parish Council had no objections to this application.

MO/2015/0836 25 Warwick Close, South Holmwood - Demolition of garage, erection of a new two bedroom house. Submitted 05/06/2015. The Clerk has written to MVDC on behalf of the Parish Council, expressing their concerns that this would be an over development of the site, and that if this planning was approved, it would set a precedent for future applications in the area. Parking is a serious problem with the road already congested by cars, and the application does not appear to make any reference to off-street parking. The Council believes that the immediate neighbours will have serious concerns about this proposed development.

### Applications still to be decided

SCC arranged a public enquiry at Dorking Hall recently, but they state that a decision will not be made about this until September 23.

Devon House - still no decision about this development

## PLAYGROUND

The Clerk has arranged for inspection of the playground by Wicksteeds. The earliest they can do this is July 23. The noisy seesaw will be reported to Wicksteeds so they can look at this at the time of the inspection.

**PAC**

## WAR MEMORIAL

The Clerk reported that Burleys have been instructed to carry out the following work to the base of the railings at a cost of £756 plus VAT.

Excavate the ground beneath the railings, remove the soil, line the area with membrane, backfill with shingle and use weed killer to prevent the spread of weeds. Also install board edging on either side of the excavated area to prevent the sides collapsing.

## SUBWAY

Mr Foster wished to have minuted the fact that there is nothing we can do about the cyclists in the subway. The signs asking cyclists to dismount have a blue background and as such they are advisory and not mandatory instructions. The Council has gone as far as it can go and, under protest, accept the situation.

## GRASSCUTTING

Mrs Mansell suggested that Council should contact either MVDC or SCC, whoever is responsible for the grass cutting on the A24, and suggest that instead of cutting all the grass on the central reservation and on the sides of the road, they should cut the edges of the reservation to a width of about 4 ft and leave the centre as they have done at North Holmwood, but cut the areas of the intersections at more regular intervals. All agreed, and the Clerk will contact the appropriate people at MVDC or SCC to see what they think about this.

**PAC**

A resident had written to the Clerk about the grass verges in Warwick Close, which are cut by some of the residents, but not all of them. The biggest problem in the road was the grass around the telephone box which is never cut. The Clerk will investigate to see whether the area by the telephone box can be cut by MVDC.

PAC

## LITTER/DOG BINS

The dog bin at the end of the church drive in Betchets Green Road has now been moved by the National Trust to a safer position on that road. The Clerk reported that she had asked MVDC to ensure that the litter bin inside the playground was emptied regularly. Mr Mayne agreed to check to see whether this is being done.

TM

## NEIGHBOURHEAD DEVELOPMENT PLAN

Discussion took place about whether or not Holmwood Parish Council should consider producing a development plan, but it was agreed that it would not be appropriate as Holmwood is such a small village.

## FINANCE

The following payments were approved:

<u>Invoice No</u>	<u>Payee</u>	<u>Amount</u>	<u>Cheque No</u>	<u>Purpose</u>
46188	Burleys	£852.90	459	Ground Maintenance
1506-003	Mr Pat Casey	£150	460	Internal Audit
<u>Monies Received</u>				
25/5/2015	MVDC	£627		Environment Improvement Grant

SCC had now agreed to the Localism Grant for £340 to cover the cost of cutting bushes along the pathway on the A24 at the end of summer. The necessary document was signed at the meeting so that the payment can be made to Council.

It was suggested that the Council should consider giving a donation towards the annual taxi visit to Holmwood which takes place in June, and a note should be made to bring this forward for consideration in April or May of next year.

PAC

Following the internal auditing of the accounting statements for 2014/15 by Mr Pat Casey, these were approved by the council and signed by the Chairman. The Council approved the annual governance statement for 2014-15 and this was signed by the chairman.

The Auditor instructed the Clerk to submit a P9D form to the Inland Revenue in respect of reimbursed expenses by 5 July, 2015. He also suggested that when applying for the Precept, if there are no large projects to include at the time of applying, it would be perfectly in order to increase the contingency from £2,000 to, say, £5000, so funds are available to meet any unexpected expenditure during the year.

## ANY OTHER BUSINESS

Crime Figures - PCSO Pat Booker presented the crime figures for Holmwood, showing that there had been a total of 8 notifiable crimes. Two burglaries in the Mill Lane area, and an attempted break-in at a building site although nothing was taken in the Mill Road Area. One record of criminal damage

resulting from a dispute between partners. One animal incident when a man was bitten by a Jack Russell in the Betchets Green Road area. There were 4 thefts - fuel taken from a tank in the Mill Lane area, allegation of theft after a dispute between partners, theft of an iPhone in the Warwick Road area, and a rug was taken from a communal area in Warwick Road.

Council asked Pat Booker if she knew why there was, what appeared to be, a camera on top of a pole on the northbound carriageway of the A24 by the South Holmwood subway. She said she would try and find out for us.

Bus Shelter A24 southbound carriageway - Mrs Mansell reported that this has been vandalised again. The Clerk will raise this with MVDC. **PAC**

Betchets Green Road hedge - this is far too tall and has not yet been cut. The Clerk is to contact Burleys and ask them to do the work straight away and cut the top of the hedge by about 2 ft. **PAC**

Forum of Local Parish Councils - The Clerk will attend this meeting at Newdigate on July 7.

Benches on the Common - Mrs Wheeler had reported that the bench under the Oak tree on the common opposite the Holly and Laurel has now been replaced, and the seat for Pru Stern is also in place at View Point.

Resignation of the Clerk - At the end of the meeting, the Clerk advised the Council that she had tendered her resignation to the Chairman, this to take effect at the end of September.

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

This will take place at 7.30 pm on Thursday, 10 September 2015, and will be in the Committee Room.