

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13 MARCH 2018

Present: Mr John Chiverton Chairman
Mr David Goldhawk
Mrs Mary Mansell
Mr Ian Fairbrother
Mr Ian Foster
Mr Terry Mayne
Mrs Jan Russell Parish Clerk

In attendance: District Councillor Clayton Wellman.

Apologies were received from County Councillor Stephen Cooksey and District Councillor Claire Malcomson.

1. TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 JANUARY 2018

The minutes were approved by the Chairman and signed as a true record of that meeting. These records were proposed by Mr Goldhawk and seconded by Mrs Mansell.

2. MATTERS ARISING

- **Grandon Lodge**

The Chairman told the Committee that Mole Valley District Council has now visited the site and a Planning Contravention Notice has been served. This could lead to a full Planning Enforcement Notice if detailed information is not received from the owners. It was confirmed that planning application for the site has never been sought.

- **Blackbrook Road safety barriers**

Surrey County Council has now finished this work.

- **Litter Bin Relocation, St Mary Magdalene Church**

The litter bin was still positioned outside the church Lych Gate, and still needs to be moved into the layby. Councillor Wellman has agreed to take this matter further.

- **Underpass South Holmwood**

Mr Goldhawk confirmed that the underpass is now clean, however one of the lights is not working. The Clerk will inform Mole Valley and ask for this to be rectified.

- **MO/2014/1752 - Swires Farm, Henfold Lane, Beare Green, Dorking**

The Clerk had contacted Surrey County Council for an update on the conditions imposed when planning permission had been granted. It was agreed that if information is not received by the time the Parish Council meets again, it will be decided whether to make a formal Freedom of Information request.

3. VILLAGE HALL

Mrs Mansell said that unfortunately the heaters have still not been installed in the toilets. The hall was still being hired reasonably frequently but car parking near the hall continues to limit bookings, especially over the weekend, when residents' cars were parked along Warwick Road. An option is offered to hall hirers that cars could be parked in the church car park, but this would require walking in the dark. The hall continues to be used by regular groups.

4. PLANNING APPLICATIONS

The following planning applications and decisions, made since the last meeting, had been discussed via email.

- **MO/2017/2146** - Lodge Farm, Lodge Lane, South Holmwood, RH5 4NY. This is an application for the erection of one agricultural storage and livestock building. Application approved with conditions on 16 February 2018.

5. COUNCILLOR VACANCY

It was confirmed that no applications had been received to cover this vacancy. It will now be necessary to co-opt a councillor. Clarification is needed as to whether co-opted councillors have the same voting rights as those who have been elected. The Clerk will contact Mole Valley Democratic Services for up-to-date information.

6. PARISH COUNCIL RESPONSE TO FUTURE MOLE VALLEY - MODEST ADDITIONS TO RURAL VILLAGES

The consensus of the Parish Council is that Holmwood, as it is surrounded by Green Belt and in an Area of Outstanding Natural Beauty, has neither the capacity nor the infrastructure to sustain any significant development and that such development would not be seen to lead to anything in the way of "the regeneration of village life". It is understood that Mole Valley is under pressure to provide affordable homes within the district however, Holmwood does not have any shops or school and only a limited service from the local GP, also the Village roads could not cope with the additional vehicles. It has been proved in neighbouring parishes extra housing puts pressure on drainage causing flooding. It was agreed that a draft letter of response to Mole Valley will be put together and circulated to councillors for their consideration. The Parish Council's view is that building within the boundaries of Holmwood is inappropriate as there is little scope for further dwellings. Councillor Wellman informed the meeting that the call for sites within Mole Valley has resulted in about 150 responses being received. There will be a meeting at Mole Valley to discuss these responses and make further decisions.

7. DATA PROTECTION POLICIES

In accordance with Data Protection legislation copies of the policies outlining Data Protection, Freedom of Information and Email and Internet Usage had been circulated to all Parish Councillors. These policies were accepted and approved for adoption and will be published onto the Parish Council's website.

8. DATA PROTECTION

The Clerk confirmed that Holmwood Parish Council has been registered with the Information Commissioner's Office as of 2 March 2018. Registration will be required to be updated yearly. To conform with Data Protection legislation the Parish Council's computer must be encrypted. Unfortunately, the software within the computer must also be updated and this will be at a total cost of £160.00 plus VAT. The council agreed that this work should be undertaken without delay and was proposed by Mr Fairbrother and seconded by Mr Goldhawk.

9. FINANCE

The Clerk circulated a spreadsheet giving details of all paid invoices to date and invoices awaiting payments. It also showed the amount of VAT that has been recovered and the balance of the current account once all payments had been made and VAT added. It also showed the current balance of the reserve account.

- **Pass Cheques for Payment**

The following invoices were passed for payment at this meeting:

Date	Cheque No	Payee	Net	VAT	Gross
13/03/2018	000596	Village Hall	£60.00		£60.00
13/03/2018	000597	HMRC	£312.00		£312.00
13/03/2018	000598	Clerk's Expenses	£318.42		£318.42
13/03/2018	000599	Clerk's Salary	£1,248.00		£1,248.00

10. ENVIRONMENT AGENCY - HOLMWOOD

Mr Foster had agreed to attend this drop-in session on behalf of the Parish Council but unfortunately the meeting was postponed. The meeting is now scheduled to take place on Thursday 15 March 2018.

11. DORKING EAST REDEVELOPMENT

This meeting was also postponed and is again rescheduled for Thursday 15 March 2018. Further details will be made available to the councillors after the meeting.

12. DATE FOR NEXT MEETING

The next meeting will be on Thursday 17 May 2018 at 7.00pm.