

**HOLMWOOD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 14 JULY 2022**

Present: Mr Keith Carter Chairman
Mr James Afford Vice Chairman
Mr John Chiverton
Mr David Goldhawk
Mr Ian Fairbrother
Mrs Jan Russell Parish Clerk

In Attendance: District Councillors Rosemary Hobbs and Clayton Wellman and Claire Malcomson.

Apologies: Parish Councillor Mrs Mansell, Parish Councillor Mrs Snook and Surrey County Councillor Stephen Cooksey.

1. MINUTES OF THE MEETING HELD ON 17 MAY 2022.

The Council then agreed the minutes of the Full Parish Council meeting, the Annual Assembly and the Annual Statutory meeting to be a true representation of those meetings and were approved. Proposed by Councillor Mr Afford and seconded by Councillor Mr Chiverton.

2. MATTERS ARISING FROM 17 MAY 2022

• **A24/Mill Road Junction.**

The layout at the junction of A24/Mill Road was still causing problems with motorists being uncertain which vehicles have right of way. Councillor Fairbrother said that there were visible tyre skid marks on the junction, proving the layout continues to be an area of accidents and near misses.

Councillor Carter said he had viewed the Webinar hosted by West Sussex and indications are that this junction, among many, require improvement but no timing or detail was indicated'

- **Post Box/Corner Warwick Road.** Councillors Fairbrother informed the Council that the collection times for this post box had been altered but there was no indication that the box will be removed.

3. DISCUSSION - APPOINTMENT OF NEW COUNCILLOR

The Council was reminded that there had been some confusion regarding new Parish Councillor appointment mid-term. Both Councillor Chiverton and Councillor Goldhawk had indicated that they would stand down at the next bye-election of the whole Council, as it had been thought there would be Parish Council elections May this year which was incorrect. The elections will take place in May 2023.

Both Councillor Chiverton and Councillor Goldhawk have confirmed they will stay in office until the May 2023 elections and will not apply to be re-elected.

If no other nominations are submitted the Parish Council will then advertise to fill the vacancies by co-option.¹ These vacancies will not be considered Casual Vacancies.

¹ Local Government Act 1972 s16(3) and 35(2)

Local Elections (Parishes and Communities) (England and Wales) Rules 2006, SI2006/3305, r 5(5)

4. VILLAGE HALL

Councillor Carter informed the Council that he had attended a meeting with two Trustees. These Trustees have indicated that they would prefer to take over the management of the hall themselves although there has been no clarity on whether all Trustees want the Parish Council to step back from being a hands-on managing agent for the hall. Councillor Carter confirmed that whatever the outcome, Councillor Mansell has indicated she will stay on as treasurer for the hall and gave assurance that this duty is separate from any Parish Council business.

It was reported that a hole had appeared in the kitchen floor. This could be the result of a leak and water seeping into the floorboards. The floor in the hall is still awaiting repair. Both repairs will be actioned by the Trustees.

The fire extinguishers in the hall were discussed. It was confirmed that this equipment is owned by Chubb and there is an annual insurance premium for this equipment which is due for renewal in September. However, there is a fire alarm system in the building, and it has been questioned if the fire extinguishers are necessary. A decision needs to be made on whether to continue with the annual payment to Chubb or rely on the fire alarm system. Councillor Afford asked if the system was monitored by Chubb or was it was an alarm which alerted Club users that the building should be evacuated, and the fire brigade called. This needs confirmation.

Councillor Carter asked for Councillors to discuss this further via email and decide at the September meeting.

5. UPDATE CHILDREN'S PLAYGROUND

Wicksteeds have confirmed the two new pieces of playground equipment will be installed within the next few weeks. Once a date has been confirmed, the Clerk will notify all Councillors.

Two information/safety notices have been erected in the playground, as per RoSPA guidance. The annual inspection has recently taken place, but no report has been received yet. In the meantime, photographs of the shrinking wet pour safety surface have been forwarded to Wicksteed. This surface was repaired last year and should still be under guarantee. Councillor Carter informed the Council that the surface had shrunk further over the last few weeks and was now a safety issue.

Councillor Goldhawk asked if the hedge around the playground could be cut back. It was confirmed this work will be carried out in early August.

6. NATIONAL TRUST

The National Trust had questioned the Parish Council regarding grass mowing and hedge cutting. They suggested a meeting should be set up to discuss this but to date there has been no contact from the National Trust rangers offering dates.

Councillor Fairbrother mentioned the Vanderbilt memorial along the A24 which was now overgrown. The Clerk will contact the National Trust, reminding them that they hold a fund to maintain this memorial on their land and ask them to clear the area.

Councillor Fairbrother mentioned the fir tree that had been planted on National Trust land, at the end of Norfolk Road. He questioned who planted it and asked if it could be cut back as it was affecting the sight lines of drivers.

7. PLANNING APPLICATIONS

MO/2019/1641 - Carpel House, Horsham Road, South Holmwood. Importation of material to increase level to unused land to create benefit and to cover exposed sewer pipe. Refused by Mole Valley District Council. Appeal Lodged. Mole Valley and Holmwood Parish Council responded to PINS. REFUSED (AND DISMISSED ON APPEAL).

MO/2022/0618 - East Lodge, Vigo House, Horsham Road, South Holmwood. Erection of detached double-storey outbuilding (upper storey within roof space). Approved with Conditions.

MO/2022/0801 - Braeside, Mill Bottom, South Holmwood. Erection of a single storey rear extension following demolition of existing two storey extension, link and porch extension. Approved with Conditions.

MO/2022/0868 - Carpel House, Horsham Road, South Holmwood. Change of use of land to residential to allow the stationing of 1 No. mobile home for ancillary residential accommodation. Decision outstanding.

MO/2021/2380 - Stable House, Anstie Grange, Betchets Green Road, South Holmwood. Demolition of existing outbuilding and erection of a two-storey outbuilding on the existing footprint, with lower floor sunk into the landscape. Decision outstanding.

MO/2022/0968 - Mill House, Mill Road, South Holmwood. Erection of a single storey detached garage with space for two cars. Decision outstanding.

MO/2022/0969 - Betchetts Brook, Horsham Road, South Holmwood. Installation of timber effect cladding to upper external walls, changes to windows and doors. Decision outstanding.

District Councillor Wellman mentioned the decision on application **MO/2019/1641** - Carpel House, Horsham Road, South Holmwood. As the application had been refused on appeal there were questions as to what would happen now. Would the area be reinstated? If so, it would mean lorries would be need to come and take away the soil that had been deposited.

Mention was also made of application **MO/2022/0868** - Carpel House, Horsham Road, South Holmwood. Some objections had been registered with Mole Valley and this would mean the application should be called before Committee before a decision is made.

8. POLICE CRIME STATISTICS

The crime statistics for the parish had been received and circulated.

9. QUEENS PLATINUM JUBILEE CELEBRATIONS

The celebrations began with the beacon lighting. The Parish Council has sent a letter to Chris and Les White thanking them for setting up the beacon. The Parish Council also thanked Councillor Mrs Mansell and Councillor Mrs Snook for providing speciality refreshments at the beacon lighting.

Councillor Fairbrother confirmed the street party had been a great success. The road was blocked off for the party, a full agenda of activities for the children and a Bar-B-Que outside the Village Hall.

10. FINANCE

Financial Statement and Bank Reconciliation

The Budget Analysis was circulated to all Councillors, showing a Current Account balance to the end of June 2022 of £19,120.17 and Reserve Account balance to 31 March 2022 of £5,432.06. One cheque for £50.00 remains unpresented.

The Council was reminded that there were still invoices to be received from I D Verde for work carried out in 2021/22 (£2,220.00) and 2022/23. Once the new playground equipment has been installed there will be an invoice from Wicksteed for the remaining 25% of the total cost, plus the cost of the annual unaccompanied playground inspection.

The Councillors were reminded that it had agreed to purchase a tree to commemorate the Queen's Platinum Jubilee, and this will be actioned at the next meeting, when planting is advisable. In the meantime, the Clerk will contact the National Trust, asking for permission to plant, agreeing a planting area and a species.

Cheques passed for payment:

Invoice No	Payee	Amount	Cheque No	Purpose
	Mrs Mansell	£34.40	722	Jubilee Refreshments
5102	The Image Co	£63.60	723	Playground notices

Online Banking

The recent application for Online banking has still not been successful. A further application has been made and all signatories were reminded to email their signatures back to NatWest as soon as the request has been made. There is only a small window of opportunity to download signatures, and this seems to be the problem.

11. CORRESPONDENCE

Councillor Malcomson mentioned the possibility of planting wildflower seeds on National Trust land in the South Holmwood area of Holmwood Common. It was agreed the Clerk would contact the local ranger to establish what seeds are acceptable.

Councillor Malcomson also mentioned trees recently planted should be watered during the current heatwave.

12. DATE OF NEXT MEETING

The Council will meet again on 15 September 2022 at 7:00pm.