

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15 NOVEMBER 2018

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

In attendance: Mr Leslie Lester, Mr James Afford and Mr Keith Carter, all of whom have expressed an interest in becoming Parish Councillors and County Councillor Cooksey.

Apologies: Cllr. Wellman and Cllr. Malcomson.

### 1. CO-OP NEW PARISH COUNCILLOR

The Chairman introduced Mr Daniel Pearson and welcomed him as the newly co-opted Parish Councillor. Mr Pearson and the Chairman both signed the Declaration of Acceptance of Office and Certificate of Compliance in the presence of the full Parish Council.

### PUBLIC QUESTIONS

The Parish Council had received an enquiry from a member of the public regarding the children's playground in Betchets Green Road and the possibility of installing more play equipment. In the absence of the enquirer Mrs Mansell updated the meeting on the regulations governing the playground, and this information will be forwarded to the enquirer.

The Parish Council is responsible for the playground, but the land is owned by the National Trust and there are constraints and restrictions covering the area. The playground cannot be fenced but a hedge is permitted. A grassed area within the playground must be left empty to allow children to play ball games and ride bicycles. It is essential the National Trust is consulted before any pieces of equipment are changed. All equipment will be supplied, constructed and repaired by Wicksteeds Leisure who will also undertake the yearly inspection and Risk Assessment. All ground work will be undertaken by Burleys. A weekly visual inspection is undertaken by a Parish Councillor. Contact details are displayed on a noticeboard should any of the equipment be seen to be faulty.

Upgrading any of the equipment will cost in the region of £10,000 and the installation of safety surfacing would be extra. The playground is on a slope which means further costs will be incurred to ensure equipment is installed on a flat surface.

The Parish Council has an annual precept of approximately £12,000 of which £8,000 is needed to cover all running costs. The Council is responsible for the War Memorial and Village Hall and once all costs are covered a small balance remains.

In the past few years, the Parish Council has paid out over £11,000 to have the safety surfacing upgraded under equipment in the playground. It is possible for the Council to earmark money to provide for future projects. The Parish Council can apply for a grant but there must be a firm commitment on specific equipment before any application can be made. The Parish Council is not allowed to fund raise, but donations can be given towards new play equipment.

## **2. MINUTES OF THE FULL PARISH COUNCIL MEETING 06 SEPTEMBER 2018.**

The minutes were read as a true representation of the meeting. They were proposed by Mr Goldhawk and seconded by Mrs Mansell.

## **3. MATTERS ARISING**

- **Land adjoining Carpel House (Grandon Lodge)** - At the last meeting the Chairman said that Mole Valley District Council was considering issuing a Planning Contravention Notice to the owner which has still not been done. A team from both Mole Valley District Council and Surrey County Council planning departments had met with the owner on site visit and saw no unlawful commercial activity although there is a lot of equipment on the land. No further information has been received from Mole Valley to date.

Mr Goldhawk mentioned again the number of horses kept on the site and the conditions they were living in. Residents had contacted the RSPCA, but they had found nothing untoward. It was agreed that the Parish Council would write to both the RSPCA and Mole Valley and express concern for the animals' welfare. The Clerk will draft a letter to both organisations and circulate to Councillors for their agreement.

## **4. VILLAGE HALL**

Mrs Mansell addressed the Committee, especially the newly co-opted Councillor and members of the public regarding the history of the Village Hall. Mrs Mansell said that she and two trustees run the Village Hall and the Parish Council was the managing agent. It was the duty of the Parish Council to ensure all certification was compliant and the Hall is suitable to be let to the public. The Club is a tenant and they pay a nominal rent and in return keep the booking diary, supervise lettings and ensure that the Hall is clean and fit for purpose. The Parish Council has recently donated toward the installation of a new kitchen and drainage works.

The cottage still has the same tenants who were provided by Mole Valley, thus there is assurance that the rent is regularly received. The rent from the cottage contributes to the upkeep of the Hall and the cottage.

Mrs Mansell said that the hall bookings continued to be mainly from regular users as restricted parking outside the facility prevents many weekend bookings.

## **5. PLANNING APPLICATIONS**

- MO/2018/0566 - Folly Farm, Folly Lane, South Holmwood. Erect replacement barn, C3 residential use with car barn and access. Appeal started 15 October 2018.
- MO/2018/1689 - Martindale, Horsham Road, South Holmwood. Refurbishment of existing annexe building including replacement pitched roof and cladding to external walls. Decision pending.
- MO/2018/1605 - Ferncroft, Horsham Road, South Holmwood. Demolition of existing garage and erection of new pitched roof garage with habitable space within the roof. Approved.
- MO/2018/1606 - Ferncroft, Horsham Road, South Holmwood. As above - (listed building consent application). No further action.
- MO/2018/1403 - Wymbleton House, Henfold Lane, South Holmwood. Conversion of agricultural buildings to form 3 no. dwellings. Approved with conditions.
- MO/2018/1545 - Gable End, Mill Road, South Holmwood. Erection of part single/part two-storey rear extension. Decision pending.

- MO/2018/1744 -Went Cottage, Mill Road, South Holmwood. Erection of a three-storey circular tower extension and single-storey rear extension following demolition of 2 existing single storey elements. Consultation ends 16 November 2018.
- MO/2018/0364 - Halls House, 4 Old School Place, Horsham Road, South Holmwood. Erection of detached 3-bay garage at rear. The statutory consultation period ended and a decision on this application was still pending. The Parish Council had been informed that Mole Valley District Council was looking into the background of this property before any decisions are made.
- MO/2018/1622 - Land adj. 6 Warwick Close, South Holmwood. Erection of 2 no. dwellings with associated parking. Consultation end 30 November 2018.

The Parish Council discussed application MO/2018/1622 6 Warwick Close above and agreed that the main concern would be the additional traffic on the village road. If the planning application was approved, there would be an increase in building material delivery lorries. The Councillors acknowledged that there was a requirement for limited development in the village. It was therefore agreed that the Parish Council had no objection to the planning application but would write to the Planning Department asking that consideration be given to delivery times to the site. The Clerk will draft a response and circulate to Parish Councillors for agreement.

## **6. FUTURE MOLE VALLEY- MODEST RURAL VILLAGE ADDITIONS**

The Parish Council had been made aware that this plan has been delayed until June 2019. County Councillor Cooksey said that the public consultation will take place toward the end of June and the plan was unlikely to go to the Planning Inspectorate before mid-2020. The Chairman stressed again that although the Parish Council's response had already been forwarded to Mole Valley the village was physically limited as to what development could be realised.

## **7. CHILDREN'S PLAYGROUND**

An order confirmation has been received from Wicksteeds confirming that the areas of safety surfacing that need attention will be dealt with within the next six weeks.

The area which needs building up around the slide is being dealt with by Burleys.

Councillor Mayne will treat the rust and reduce the length of the bolts underneath the seat.

Burleys will reposition the gate on Friday 16 November to ensure that it opens inwards. There was some discussion regarding payment for repositioning the gate as Burleys are confident that it was erected correctly, according to RoSPA instructions. The Parish Council is not convinced that the instructions were fully understood.

The posts, which need to be erected on either side of the gate to fill in the gaps will be positioned as soon as possible.

## **8. PARKING ON THE LAYBY ON THE A24 OUTSIDE THE PARISH CHURCH**

A large, long vehicle had been parked in the layby outside the church for the past few weeks. This vehicle prevents mothers parking when they take their children to playgroup and those who park when attending the church. The police have been advised and as there are no parking restrictions covering the layby, they consider the vehicle parked legally.

Councillor Cooksey said he would make further enquires and inform the Parish Council of his findings.

## 9. RECYCLING CENTRE – RANMORE ROAD, DORKING

A consultation regarding the proposed changes to the community recycling centre is underway at the present time. This is being proposed by Surrey County Council. Councillor Cooksey said that every proposal recommends the closure of Dorking recycling centre. He urged the Parish Council to write in stressing strong opposition to this closure. He said it was inevitable that if the recycling centre was to close, fly-tipping the area would increase. The Clerk will draft a response and circulate to all councillors for their input.

## 10. FINANCE

As agreed, and minuted at the September Parish Council meeting, the Parish Council approved two financial transactions; the transfer of £1,000.00 to the reserve account and a donation of £500.00 to the London Taxi Benevolent Association. Two cheques were raised after the September and before the November meeting.

Invoice No.	Payee	Amount	Cheque No.	Purpose
	Holmwood Parish Council Reserve Account	£1,000.00	615	Transfer of funds
	London Taxi Benevolent Association	£500.00	616	Donation
	<b>Total</b>	<b>£1,500.00</b>		

The Clerk circulated a budget analysis, giving details of all payments to date and cheques awaiting payment. The bank reconciliation statement at 31 October 2018 was £7,738.210 current account and £3,412.20 reserve account.

The following cheques were passed for payment during the meeting:

Invoice No.	Payee	Amount	Cheque No.	Purpose
71187	G Burley and Company	£918.48	617	Ground maintenance 3 <sup>rd</sup> quarter
0803106	Wicksteed Leisure	£72.00	618	Inspection & Risk Analysis
	Fred Evans	£145.00	619	Noticeboard installation
	<b>Total</b>	<b>£1,135.48</b>		

The Clerk told the meeting that there had been no communication to date from the external auditors Littlejohn regarding the end of year audit for 2017/18.

## 10a. ADDITIONAL ITEM

Councillor Pearson told the meeting that the drain in Norfolk Road was block and was causing flooding to properties in the area. This had been reported to Surrey Highways who had inspected the drain but were not prepared to do anything until later in the year.

## 11. DATE FOR NEXT MEETING

The next meeting will be on Thursday 10 January 2019 at 7.00pm.