

**HOLMWOOD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 18 JULY 2024**

Present: Mr Keith Carter Chairman
Mr James Afford Vice Chairman
Mrs Mary Mansell
Mr Ian Fairbrother
Mrs Rachel Snook
Mr Robert Jordan
Mrs Jan Russell Parish Clerk

Apologies: Parish Councillor Lester. Surrey County Councillor Stephen Cooksey.

In Attendance: District Councillors Hobbs, Malcomson and Wellman.

1. MINUTES OF THE FULL COUNCIL MEETING HELD ON 30 MAY 2024.

The Council agreed the minutes of the Full Parish Council meeting to be a true representation of the meeting and were approved by all Councillors. Proposed by Councillor Jordan and seconded by Councillor Fairbrother.

2. MINUTES OF THE ANNUAL STATUTORY MEETING HELD ON 30 MAY 2024.

The Council agreed the minutes of the Annual Statutory meeting to be a true representation of the meeting and were approved by all Councillors. Proposed by Councillor Afford and seconded by Councillor Snook.

3. MINUTES OF THE ANNUAL ASSEMBLY MEETING HELD ON 30 MAY 2024.

The Council agreed the minutes of the Annual Assembly meeting to be a true representation of the meeting and were approved by all Councillors. Proposed by Councillor Fairbrother and seconded by Councillor Afford.

4. MATTERS ARISING FROM 30 MAY 2024.

Mill Road Junction/A24: Mill Road Junction/A24: Councillor Afford mentioned that there was still on-going confusion due to road layout at this junction. This was causing safety concerns. Councillor Afford mentioned that sections of a letter received from Katie Stewart of Surrey County Council had been published on the Mill Road Junction Death Trap Facebook page and stated, "Early discussions on any possible solutions, such as closing this and other gaps on the A24, have been unacceptable for the Parish Council or local residents". Councillor Afford requested that it was placed on record that Holmwood Parish Council have not been involved or consulted in any discussions of possible solutions and have certainly not found any possible solutions unacceptable. Councillor Cooksey will be questioned on this statement and asked for a further update on when the traffic survey, agreed in October 2023 will take place.

Defibrillator Training: Information has been found regarding defibrillator and CPR training at Holmwood Village Hall. The cost would cover up to 15 attendees, and it was agreed that once a preferred date has been agreed, places would be advertised on a first come, first served basis.

5. VILLAGE HALL.

Councillor Carter advised a meeting had taken place on the 12 July, which he attended with Councillors Lester and Afford and the Village Hall Trustees. All main repairs have now been completed apart with a few minor issues still outstanding. Work on the kitchen floor is still unresolved as an insurance claim needs to be settled before works can begin. The Trustees still need to agree whether a sign will be installed above the entrance to the Hall. A copy of the Village Hall financial accounts for 2023/24 has been received showing a balance of £40,195.30 up to the end of April 2024.

6. CHILDREN'S PLAYGROUND

Councillor Carter advised that the safety surface continues to be a trip hazard and is not fit for purpose. A solution to ensure the surface remains level needs to be found. It was agreed that the Playground Inspector will be asked to visit the playground again, inspect the safety surface and advise a long-term solution. All playground equipment, including the new seesaw is being well used.

7. PLANNING APPLICATIONS

- MO/2019/1641 - Cappel 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). PINS appeal and submission.
- MO/2024/0718 - 2 Warwick Close, South Holmwood. Part removal of existing chimney stack. Approved with Conditions.
- MO/2024/0719 - 2 Warwick Close, South Holmwood. Certificate of Lawfulness for a proposed development in respect of the formation of habitable room in roof space with 1 No. front and 4 No. rear rooflights. Approved.

Councillor Wellman informed the Councillors that there was still no further information regarding the appeal on MO/2019/1641. Information had been received that more mobile homes had been installed on the site, and the soil around the area has been flattened.

8. WAR MEMORIAL:

Councillor Mansell advised that Archer Stone Restoration have completed the clean of the South Holmwood War Memorial. It is 10 years since the Memorial was last cleaned, and this clean had taken a lot of work. Archer Stone have suggested that the Memorial should ideally be cleaned every 5 years, but in time the inscriptions would fade and would need to be etched on again.

9. FINANCE

(i) Financial Statement and bank reconciliation

The budget analysis was circulated to all Councillors. Balances at the 18 July 2024 -

NatWest Reserve Account £17,489.91

Unity Trust Current Account £143.90

Unity Trust Reserve Account £4,360.70

2 invoices, 2146 and 5008 had already been agreed and passed for payment. Invoice 2719 needs to be agreed and authorised.

(ii) Pass invoices for payment:

Invoice No	Payee	Amount	Purpose
2146	Clovers Ground Maintenance	£1,023.08	Ground Maintenance April & May 2024
5008	Archer Stone	£2,982.00	War Memorial Cleaning
2719	Clovers Ground Maintenance	£5,11.54	Ground Maintenance

Councillor Mansell questioned the Clovers Ground Maintenance invoice, stating that the work specified in the Scope of Works had not been wholly completed, with work on the roundabout in Warwick Close still not fully finished. Weeds had not been pulled and the mulching still needed to be done. Hedges and bushes had been trimmed.

Regarding the motion passed at the May 2024 meeting, the Clerk made representation to NatWest Bank to close the Reserve Account and transfer funds to the Unity Trust Reserve Account. NatWest has delayed this action, asking for an authorisation form to be completed by the approved signatories before the transfer can be made.

10. CORRESPONDENCE:

- The Chairman informed the Council that the Clerk has contacted Mole Valley District Council Planning and Enforcement Teams asking them to ensure that the current development at East Lodge, Vigo has not been extended beyond the permitted planning approval.
- Councillor Fairbrother asked if the Clerk could contact Surrey County Council Highways asking if it's possible to relocate the sign situated on the central reservation of the northbound carriageway of the A24 at South Holmwood. This indicates a right turn to Brockham and Leigh. The current position of the sign causes confusion for cars, unfamiliar with the area. The first right turn leads to a private drive. Moving the sign further along the A24 to just before the Mill Road junction would ensure cars make a correct turn.
- The Clerk will contact the National Trust asking them to tidy and cut back the grass, bushes and brambles around the Vanderbilt Memorial. The area is overgrown, and the Memorial cannot be viewed from the A24.

Councillor Jordan mentioned the pond along Betchetts Green Road. The pond needs maintenance, the broken safety railings mended and the overgrown area around the pond tidied up. Neither Surrey County Council nor the National Trust will accept responsibility for the area. It was agreed the Clerk will obtain a quote to reinstate the pond railings to ensure pedestrian and vehicle safety.

DATE OF NEXT MEETING:

The Council will meet again on 12 September 2024 at 7:00pm,