

**HOLMWOOD PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON 21 SEPTEMBER 2023**

**Present:** Mr Keith Carter Chairman  
Mr James Afford Vice Chairman  
Mrs Mary Mansell  
Mr Robert Jordan  
Mrs Jan Russell Parish Clerk

**In attendance:** District Councillor Hobbs.

**Apologies:** Parish Councillors Fairbrother, Snook and Lester. Surrey County Councillor Stephen Cooksey. District Councillors Malcomson and Wellman.

**1. MINUTES OF THE MEETING HELD ON 20 JULY 2023.**

The Council agreed the minutes of the Full Parish Council meeting to be a true representation of the meeting and were approved. Proposed by Councillor Mrs Mansell and seconded by Councillor Mr Afford.

**2. MATTERS ARISING FROM 20 JULY 2023.**

**Mill Road Junction/A24:** The Chairman confirmed that a meeting had been arranged for 4<sup>th</sup> October 2023 with Bahram Assadi, Surrey County Council's Senior Traffic Engineer. Councillors will meet with Mr Assadi to discuss the markings on the junction which are confusing. This will also be an opportunity to ask Surrey County Council about the possible installation of average speed cameras along the A24 and the reinstating of road signs that are in a state of disrepair or which have disintegrated entirely.

**Defibrillator:** Councillor Mansell handed over all the information relating to the defibrillator to the Clerk. It was agreed that if at any time the equipment in the cabinet needed to be replaced, the Clerk would have permission to place an order immediately, and then advise Councillors.

**Water Works Warwick Road:** This work, which will include Buckingham Road is due to continue until March 2024.

**3. VILLAGE HALL**

Councillor Carter informed the Council that he had been contacted by the Trustees regarding a crack in the outside wall of the hall. This appeared to be allowing damp to penetrate. There are also additional cracks in the wall of the building located along the side path.

The hatch into the kitchen still needs to be completed and the floor in the kitchen has been partially sorted. District Councillor Hobbs suggested that grants could be available to assist with this work if the hall did not have adequate funds available. Councillor Carter advised that grants were not available for the Hall as sufficient funds were held to cover the cost of repairs and maintenance at present. Grants were only available where insufficient funds were held.

Councillor Mansell confirmed that all money she was holding in the position of treasurer has now been transferred to the Trustees and the bank account has been closed.

#### 4. CHILDREN'S PLAYGROUND

Although agreement had been reached with Mole Valley Parks Department to include the litter bins on the current rota for emptying, this is still not happening.<sup>1</sup>

An order has been placed with Wicksteed to repair the roundabout. The cost of the repairs is £668.85 plus VAT.

The Annual Inspection has been undertaken and the shrinking wet pour safety surface under and around the equipment is still an issue. Councillor Carter said the wet pour is not attached to any surface and can be lifted, rendering it unfit for purpose. It was suggested that the concrete edging be removed, and the gap filled with soil and grass seed to encourage grass and wet pour to bind together. The Clerk will arrange to obtain a quote for this work.

A replacement see saw was discussed. The Clerk will contact Wicksteed and obtain a price for a replacement non-bump see saw and an alternative that has two seats at each end.

#### 5. 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). Enforcement issues continue.
- APPEAL - MO/2022/0824 - Land adjacent to Foxmead, Horsham Road, South Holmwood. Erection of a detached 3-bedroom chalet style dwelling, with associated parking and access from existing drive. Refused and dismissed on appeal.
- MO/2023/0034 - Stable House, Anstie Grange, Betchets Green Road, South Holmwood, Dorking, Surrey, RH5 4LG. Erection of part single/part two storey extension. Insertion of 2 No. dormer windows to replace roof lights. Decision Pending.
- MO/2023/0848 - 10 Buckingham Road, South Holmwood. Erection of single storey rear extension, loft conversion and roof alterations. Approved with Conditions.
- MO/2023/0877 - Lodge Farm, Lodge Lane, South Holmwood. Demolition of existing commercial storage building and erection of new Class E and B8 commercial unit. Approved with Conditions.
- MO/2023/1050 - Holmwood Post Office, 9 Warwick Road, South Holmwood. Garage conversion to habitable space and raise the roof with 4 No. roof lights to create a home office/storage area with family ancillary to the main house. Refused.

#### 6. NATIONAL TRUST AND I D VERDE

##### **Update Licence for groundwork and mowing**

Neither the National Trust or I D Verde have responded to arranging a meeting to discuss the licence. This matter remains outstanding.

**Footpath from Betchetts Green Road to Pond:** The Clerk will contact the National Trust again and ask for the brambles and overgrowth at the pond to be cut back.

The Councillors were advised that the National Trust had a current programme of tree works in the area. The Clerk will ask for information on works to any trees in the village.

I D Verde have been reminded on several occasions that the hedge around the children's playground needs to be cut. This should have been done in early August. As the hedge is now a safety issue for both users of the playground, pedestrians and traffic, the Clerk will obtain

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<sup>1</sup> John Mackintosh, Mole Valley's Parks Manager confirmed this morning (22 September) that both litter bins have been added to the contract and should now be emptied regularly.

an independent quote for the work. I D Verde will be advised that if they do not undertake the work immediately, the Parish Council will arrange for the hedge to be cut and the cost deducted from any outstanding invoices.

### **Outstanding Invoices**

To date no correct invoices have been received and payments are still outstanding.

## **7 FINANCE**

### **(i) Financial Statement and bank reconciliation**

The Unity Trust online account is open, and the second half of the precept was paid into that account. The Budget Analysis including invoices for September was circulated to all Councillors at the meeting.

The Unity Trust Current Account balance is £22,576.95. Once the outstanding invoices are passed for payment, there will be a balance of £20,073.72.

The NatWest Reserve Account balance at 31 July 2023 was £15,552.03.

There is still £305.67 in the NatWest Current Account which will be transferred to Unity Trust. A cheque will be passed for payment.

To date there is £100.99 VAT to be reclaimed.

### **(ii) Invoices passed for payment:**

<b>Invoice No</b>	<b>Payee</b>	<b>Amount</b>	<b>Cheque No</b>	<b>Purpose</b>
	Holmwood PC	£305.67	749	Transfer
822375	Wicksteed	£158.40	Unity	Playground Inspection
WEB13626	HCI Date	£102.00	Unity	Website
	J Russell	£1,992.80	Unity	Half Year Salary
	HMRC	£480.70	Unity	Clerk's Income Tax
	J Russell	£75.00	Unity	Clerk's Expenses

County Councillor Stephen Cooksey was unable to attend the meeting, but forwarded information regarding highways projects in the in the Holmwoods area which have been funded through devolved budgets.

South Holmwood and North Holmwood Pedestrian Underpasses - both to be completely refurbished.

Horsham Road - vegetation cut back to be undertaken.

Mill Road junction - curbing improvements

Shellwood Drive - Grit Bin funded for 4 years.

There has also been a resurfacing of the potholed section of the A24 North of Flint Hill and installation of lighting in the major gap between the North Holmwood and Deepdene roundabouts.

### **DATE OF NEXT MEETING**

The Council will meet again on 16 November 2023 at 7:00pm.