

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 05 MARCH 2020

Present: Mr John Chiverton Chairman
Mr David Goldhawk
Mrs Mary Mansell
Mr James Afford
Mr Ian Fairbrother
Mrs Rachel Snook
Mrs Jan Russell Parish Clerk

Apologies: District Councillors Clayton Wellman, Claire Malcomson and County Councillor Stephen Cooksey.

PUBLIC QUESTIONS

None

1. TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING 23 JANUARY 2020

The minutes were approved - proposed by Mrs. Mansell and seconded by Mr. Goldhawk. The date shown on the agenda did not correspond with the date of the meeting however that did not affect the correctness of the Minutes.

2. MATTERS ARISING FROM 23 JANUARY MEETING:

- Update on National Trust Common Land deregistration. It is understood that this piece of land fronting Spring Cottages has been deregistered. There are still some issues regarding the boundary of the property 'Langdale'. The Clerk will work with Mole Valley Planning Department to obtain a copy of the boundary lines.
- Update on Parish Council email addresses. Parish Council email addresses need to be set up for each Councillor and the cost that is involved, Mr Afford had researched the matter further. It appears that there is a set up and user fee. The Clerk will contact JW Systems about setting up the Councillor emails.
- Outstanding works at Playground. Due to the inclement weather, the work is still outstanding. I D Verde have confirmed they will carry out the work as soon as possible. The cost of this work will now show in the next financial year.
- Bus Shelter, southbound A24. The bus shelter has been repeatedly vandalised, even though Mole Valley and persons associated with the Parish Council have carried out repairs. The Clerk will ask Mole Valley to carry out further repairs but there is a very significant chance that the shelter will be removed.
- Village Road signs. County Councillor Cooksey has confirmed that Surrey County Council will be reinstating the damaged signs, but the work will involve lane closures so could take some time to organise.

3. UPDATE ON FUTURE MOLE VALLEY DRAFT LOCAL PLAN

Councillors are aware that there is nothing outlined in the draft plan that will affect Holmwood. However, there are plans for a large development to the south of Beare Green which would impact on the amount of traffic using the A24. As there are already difficulties for Holmwood residents trying to access the A24 any further development would increase the problem. It was agreed that the Parish Council would write to Mole Valley, supporting the objections Capel Parish Council had submitted with particular reference to the increased traffic. The Clerk will draft a response for Councillors agreement.

4. VILLAGE HALL

Mrs Mansell confirmed that the new clock for the central heating system has been installed. There were no further issues reported.

5. PLANNING APPLICATIONS SINCE JANUARY 2020

APPLICATIONS:

- MO/2020/0252 - Ashfield, Mill Road, South Holmwood. Removal of existing car port and outbuilding with extension of drive and erection of detached double garage. Publicity End Date 6 March 2020.
- MO/2020/2057 - Nelson Cottage, Mill Road, South Holmwood. Erection of two-storey side extension. Publicity End Date 6 March 2020.
- MO/2020/2141 - 2 Railway Cottages, Lodge Farm Crossing, Lodge Lane, South Holmwood. Erection of first-floor extension. Out for Consultation.
- MO/2020/0106/7 - Stoneheal Cottage, Horsham Road, South Holmwood. Replacement of four wooden windows. Out for Consultation.
- MO/2019/1622 - Holmwood Park, Mill Road, South Holmwood. Retrospective application in respect of a change of use of existing building to BB commercial storage usage. Out for consultation.
- MO/2019/1375 - Holmwood Park, Mill Road, South Holmwood. Creation of one single dwelling. Amended Plans - Out for consultation.

DECISIONS:

- MO/2019/2142 - Stable House, Anstie Grange, Betchets Green Road, South Holmwood. Remove and replace patio doors and windows. Approved with conditions.
- MO/2019/2164 - Lodge Farm, Lodge Lane, South Holmwood. Change of use of land from agriculture to a contractor's yard. Refused.

APPEAL:

- MO/2018/1622 - Land adjacent to 6 Warwick Close, South Holmwood. Erection of 2 no. dwellings with associated parking. Refused and Dismissed on appeal.

6. POLICE CRIME STATISTICS

The crime statistics received from the Police for January to March 2020 were circulated. Fraud calls claiming to be from Amazon Prime were highlighted as a scam. There were 10 other reported incidents.

7. TO REVIEW THE RISK ASSESSMENT REGISTER

The Risk Assessment Register was reviewed. The addition of Wicksteed's Risk Assessment of the Playground had been added and acted upon. Any matters of risk are reported to the relevant Authority.

8. PLAYGROUND:

- **To consider replacing the Waste Bin in the playground.** The Councillors were shown details a replacement waste bin, with prices. Mrs Mansell proposed that two bins should be purchased, placing one at the top of the playground by the seats, the other by the gate, seconded by Mrs Snook. It was agreed that the purchase would be deferred to the next financial year.
- **To consider replacing some pieces of play equipment.** The Clerk circulated photographs of all the play equipment after discussion the flat seated swings and the climbing hoop, the oldest apparatus on the playground, should be considered for renewal. The Clerk will ask Wicksteed's to view the two pieces and obtain prices for their replacement. Once a firm quotation is received the Council will consider what is to be replaced and then consider making an application for a financial grant.
- **Five-Year Grounds Maintenance Contract.** The Clerk confirmed that I D Verde's quotation for the Grounds Maintenance Contract had been accepted which is due to start on 1 April 2020.

9. DONATION TOWARD VILLAGE VE DAY CELEBRATIONS:

Mr Fairbrother declared an interest in this matter.

A small Committee in conjunction with the Holmwood Village Club had written requesting a donation towards the Street Party organised to celebrate VE Day Celebrations. The celebration will be a "bring and share" event, so donations toward the cost of accessories such as plates and table covers, etc. would be appreciated. Proposed by Mrs Mansell and seconded by Mr Goldhawk that a donation of £25.00 be made. All in favour.

10. DONATION TO KSS AIR AMBULANCE TRUST:

A request had been received from the KSS Air Ambulance Trust asking for a donation towards this service. Proposed by Mr Chiverton and seconded by Mr Goldhawk that the sum of £100.00 be made. All in favour.

11. FINANCE:

The Clerk informed the Council that the yearly GDPR Data Protection payment had been made and the Auditor was advising that a Direct Debit should be set up to ensure the

payment is made on time each year. By arranging a Direct Debit, the Council will save £5.00 from the yearly fee. Proposed by Mrs Mansell and seconded by Mr Goldhawk. All in favour.

The Council was advised that Mr Afford had received, signed and forwarded the documents necessary for him to be included as a bank signatory. The bank had not yet confirmed that the signature was authorised.

i. Financial Statement and Bank Reconciliation

The financial statement was circulated, and the Councillors were advised of reconciliation for the current account.

ii. Pass Cheques for Payment

The following cheques were passed for payment:

Invoice No.	Payee	Amount	Cheque No.	Purpose
	J Russell	£317.99	654	Half-yearly expenses
	J Russell	£1,248.00	655	Half-yearly salary
	HMRC	£312.00	657	Income Tax
	GDPR Data Protection	£40.00	658	Certification
	Holmwood Village Club	£25.00	659	VE Day Celebration donation
	KSS Air Ambulance	£100.00	670	Donation
	Holmwood Village Hall	£60.00	671	Hall Hire
	Total	£2,102.99		

All in agreement.

12. ITEMS AT CHAIRMAN'S DISCRETION:

- **Land Adjoining Carpel House.** The Chairman confirmed that since the last meeting an enforcement file had been open by Mole Valley.
- **Blocked Drains outside Church Terrace.** It was not sure if the drains had been cleared. However, Mrs Snook confirmed that they were running more freely.

13. DATE FOR NEXT MEETING

The next meeting will be on Thursday 14 May 2020 at 7.00pm.

Mr Afford offered his apologies for the May meeting.