

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 JULY 2019

Present: Mr Ian Foster Chairman  
Mr John Chiverton Vice-Chairman  
Mr David Goldhawk  
Mrs Mary Mansell  
Mr Keith Carter  
Mr Ian Fairbrother  
Mrs Jan Russell Parish Clerk

In attendance: District Councillor Mr Clayton Wellman and Mr James Afford.

Apologies: District Councillor Malcomson and County Councillor Cooksey.

The Chairman welcomed Mr Afford as a new co-opted Councillor. His appointment was unanimously approved by all Councillors.

### 1. MINUTES OF THE ANNUAL STATUTORY MEETING 16 MAY 2019.

The minutes were signed as a true record of that meeting. Proposed by Mr Chiverton seconded by Mr Goldhawk.

### 2. MINUTES OF THE PARISH COUNCIL MEETING 16 MAY 2019.

The minutes were signed as a true record of the meeting. Proposed by Mr Goldhawk seconded by Mrs Mansell.

### 3. MATTERS ARISING from the meeting 16 May 2019

- **Hatching outside the children's playground, Betchets Green Road**

The Councillors were informed that County Councillor Cooksey has asked for this to be re-painted. No date has been arranged.

- **Road Signs**

The Chairman said that although Councillor Cooksey and Surrey County Council had been asked to deal with the sign blown over at the side of the southbound carriageway on the A24, other traffic signs on the A24 also need attention. No further information received.

### 4. VILLAGE HALL

The sterile unit has been installed. It was confirmed that there were still very few bookings, apart from regular hall users. This is largely due to the lack of parking outside the premises. The Chairman asked what the impact was on the hall due to the loss of revenue. Mrs Mansell confirmed that the cottage was self-financing. The modest rent from the club and revenue from bookings paid for the utility bills and minor repairs within the hall.

### 5. PLANNING APPLICATIONS

Planning applications received between meetings had been discussed by e.mail.

- MO/2019/0863 - 21 Warwick Close, South Holmwood. Erection of single two-storey 3 bedroomed detached house with off street parking for 2 cars. Refused.

- MO/2019/0731 - Lodge Farm, Lodge Lane, South Holmwood. Engineering works for the restoration of degraded land and landscape works to create a native woodland. This application is mainly in Capel Parish but within a short distance of the boundary. Decision pending.
- MO/2019/0695 - Commercial storage building, Holmwood Park, Mill Road, South Holmwood. Prior notification of change of use. Prior approval not required.
- MO/2018/0386 - Russett Cottage, Red Lane, South Holmwood. Erection of single storey side and rear extension and front porch. Approved with conditions.

**Carpel House:** Mr Chiverton reported that he had received communication from Michaela Mercer, of the Mole Valley Enforcement Team. It was confirmed that she had spoken to the agent for the property holder and a planning application regarding the mobile home and other matters was expected to be registered within the next few weeks.

The Committee was informed that planning application MO/2019/0863 (21 Warwick Close) had recently been refused by Mole Valley District Council. The decision notice stated over development. The Committee questioned this decision, as identical infill applications had been approved in the immediate vicinity.

Councillor Wellman agreed to speak to Mark Turner, Planning and Enforcement Officer for Mole Valley on behalf of the Parish Council should it be felt that clarification was needed regarding future planning applications.

Councillor Wellman spoke about the Mole Valley Draft Local plan. The final timetable has now been agreed and the plan will be out for consultation on 21 October 2019.

## **6. CHILDREN'S PLAYGROUND**

The Clerk confirmed that the annual playground Inspection and Risk Assessment has been requested with Wicksteeds. This will include a Risk Inspection.

## **7. POLICE CRIME STATISTICS**

The Police had provided crime statistics for the village from May to July inclusive, 10 incidents had been reported.

## **8. COUNCILLOR AND CHAIRMAN TRAINING**

The Chairman informed the Committee that he and Mr Fairbrother had recently attended a SSALC training session which was found to be an informative and interesting session. Information relating to the training will be circulated to all Councillors, and it was agreed that more training, especially for new Councillors, should be arranged.

## **9. DORKING REPRESENTATIVE FOR THE ALMSHOUSES**

The Councillors unanimously agreed that they would be delighted for Mr Terry Mayne to continue as the Parish Council's representative. Due to recent ill health, the Clerk will contact Mr Mayne and ask if he wishes to continue in this role. Should he decide to stand down, the Councillors have been made aware of a new delegate. The Clerk will report to the Chairman with Mr Mayne's decision.

## 10. FINANCE

The accounts to 31 March 2019 have been audited by Mulberry and Company, and the Annual Governance and Return had been signed off, ready for the Parish Council to approve. The Return was proposed by Mrs Mansell seconded by Mr Fairbrother. The Chairman signed the statement which will be emailed to Littlejohn and uploaded onto the Parish Council website. The auditor's report was circulated prior to the meeting. There are no actions to discuss. The financial statement up to the 30 June 2019 was circulated. The bank reconciliation statement to 30 June 2019 was £9,179.98. (Reserve account £5,415.58). It was confirmed that the Chairman is now registered as an approved signatory with the bank.

The following cheques were passed for payment:

Invoice No.	Payee	Amount	Cheque No.	Purpose
75468	Burley and Sons	£941.45	636	First quarter payment
13357	SSALC Limited	£168.00	637	Councillor/Chairman training
5078	Mulberry and Co	£171.00	638	End of Year Audit
		<b>Total</b>	<b>£1,280.45</b>	

## 11. REPORT ON MEETING WITH BURLEYS

The Clerk had met with Burleys as there were concerns regarding the performance of the company. The new Contracts Manager was introduced but it was disappointing to learn that Burleys were unaware of the two estimates (safety bollards and repointing War Memorial steps). Copies of these estimates have since been forwarded to Burleys asking for dates when the works will start.

An estimate has also been asked for regarding the hedge along the side of the playground on the Betchets Green Road side. This hedge needs to be reduced in height to allow car drivers clear sight of Betchets Green Road. Although assurance was received that the overall service would improve, no dates or estimates have been received.

Mention was made at the Council meeting that the current contract with Burleys ends in March 2020. A new five-year contract needs to be received and approved. It was agreed that this would be an agenda item for the November meeting when a decision would be made as to whether the Parish Council should go out to tender for this work.

## 12. PARKING IN THE VILLAGE

Mr Carter said that parking in the village was a huge problem. A particular problem was the area coming from the A24 into Betchets Green Road. Mr Carter asked if the National Trust could be contacted regarding allowing parking on their land possibly opposite Woodlands. The Clerk will write to the National Trust's Property Manager for the South East to find out if they would be willing to allow parking in order to ease the dangers at this junction. If this was not an option then Surrey County Council should be approached requesting yellow lines along both sides at the junction of Betchets Green Road with the A24.

### **13. SAFETY BARRIER - POND - BETCHETS GREEN ROAD**

Mr Carter said that he had brought this to the attention of the National Trust recently as the safety barrier, which had been damaged a few years ago, had not been replaced. Although a response had been received by Mr Carter it was agreed the Clerk should also write to the local National Trust Ranger, Rob Adam and ask when this will be actioned.

### **14. RANMORE ROAD RECYCLING DEPOT**

The Committee was made aware that Councillor Malcomson was working hard to have the service retained and reinstated.

### **15. VERGE CUTTING A24**

The Committee all agreed that the Parish Council should express its displeasure in the way the verges had been cut. The Clerk will send a letter to Surrey County Council Highways. Mrs Mansell circulated a copy of a national newspaper which gave photographs of verges covered in wildflowers. One of the verges pictured was in Surrey. This would be forwarded to Highways.

### **16. CORRESPONDENCE at the discretion of the Chairman**

Mr Goldhawk mentioned the banner which had been placed on the railings of the underpass at the junction of Betchets Green Road with the A24. He asked the Chairman if there was a Highways policy regarding advertising. It was confirmed that the Highways Policy is NOT to allow any advertising on subway railings. Mrs Mansell confirmed that the Holmwood VPA had been approached and asked for the banner to be removed. It should be taken down this weekend.

### **17. DATE FOR NEXT MEETING**

The next meeting will be on Thursday 19 September 2019 at 7.00pm.