

**HOLMWOOD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 20 MAY 2021**

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

In Attendance: District Councillors Claire Malcomson and Clayton Wellman, and County Councillor Cooksey.

1. MINUTES OF THE MEETING HELD REMOTELY ON 11 MARCH 2021.

Councillor Mansell asked for the following amendments to be made:

Item 1 - *And matters decided by email* added to the statement

Item 8 - Remove paragraph beginning MrsHobbs.

Item 11 - Remove paragraph 3 beginning *Mr Carter mentioned ...*

Item 11- Remove paragraph 4 as this not relevant to the parish, also add a 'T' to the title.

Item 14 - Change *Women's Institute* to Holmwood Village Club. It should also be noted that this donation £25.00 has been written off as it was not presented for payment.

Item 15 - The word 'van' to be changed to 'car'.

Councillor Snook asked for a better description of the £25.00 paid to the Royal British Legion. It will now read Royal British Legion/Poppy Wreath.

After these corrections are made. the Council agreed these minutes to be a true representation of the meeting and approved.

2. MATTERS ARISING FROM 11 MARCH 2021 MEETING

The signpost along Betchetts Green Road still needs to be replaced even though Surrey County Council had been asked to undertake the work. It was agreed this is something that the National Trust should address, as the sign is on their land. The Clerk will contact the Trust. Mrs Snook asked that the correct spelling of Betchetts Green Road be used. There was some discussion around the accuracy.

*The Clerk has obtained information from the Land Registry which uses double T so this will be used in future.

Some Councillors are still not able to access the Councillors emails. The IT Company to be informed.

3. VILLAGE HALL

Councillor Mansell informed the council that this would be her last report on the Village Hall. She would no longer be acting as Treasurer for the Hall nor the Parish Council representative. New Trustees had been appointed. Namely, Mrs. Jenny Lester and Mr. John Bingham .A copy of the Village Hall accounts is appended to these minutes. (Page 4).

A letter from Mr David Kingham, on behalf of Holmwood Village Hall, addressed to the Council regarding the on-going management of the Hall. Councillors were reminded that the Council had been Managing Agents for the Hall for some 35 years and the request is the continuation and renewal of this arrangement.

The Chairman suggested this should be an item on the agenda for the next meeting, enabling Councillors to understand the requirement as it is necessary for someone to take responsibility. The Clerk will acknowledge the letter stating that a decision will be made at the next meeting.

4. PLANNING APPLICATIONS

MO/2021/0553 - Holmwood Park, Mill Road, South Holmwood. This is an application for the erection of 1 dwelling following the demolition of garages.

The Council unanimously agreed that the new application would be out of character with the area, and therefore should be refused. This was the decision made by the Council for the preceding applications. The Clerk will send a response to Mole Valley.

SCC Ref 2020/0079 - Swire Farm Application. The Council was advised by Surrey County Councillor Cooksey that this application has been deferred and a decision is not likely to be made until mid-June.

5. POLICE CRIME STATISTICS

No information was received for discussion.

6. PLAYGROUND

To discuss the quotation from Wicksteed for replacement playground equipment. A quotation for a new piece of equipment had been circulated. The Clerk was asked to contact the National Trust and ask if an additional piece of equipment can be installed, rather than remove an existing piece. Should an addition not be allowed, it was agreed that possibly the parallel bars in the playground could be replaced. A decision will be made once information from the National Trust is received.

New litter bins. The litter bins have still not been installed. The Clerk will contact Burleys for an update.

7. GATWICK AIRPORT COMMUNITY TRUST GRANT

The Council was advised that as the closing date for this grant was time sensitive, an application had already been submitted. The application had been made for a grant to purchase the new playground equipment. The Council was asking for 50% of the total cost. i.e. £6,000.00

8. GATWICK NIGHT FLIGHT CONSULTATION - RESPONSE FROM MOLE VALLEY

The Councillors had received the information that Mole Valley had submitted. As the response was considered significant, it was agreed the Council would respond giving its support.

9. SURREY COUNTY COUNCIL RURAL SPEED LIMIT

The Council has been invited to take part in this remote meeting. However, it was agreed that the village would not be affected by these speed limits and so it was not necessary to be part of the discussion. However, any information received will be circulated to councillors.

Councillors did discuss the speed limit through the village and as there are no streetlights, there is no identified speed limited.

10. PARKING AND ABANDONED CAR, BETCHETTS GREEN ROAD.

Councillor Snook informed the Council that the car, which had been parked in the road since last August, will be removed by the Finance Company. Although there are no parking restrictions parked cars are causing an obstruction and are dangerous. County Councillor Cooksey mentioned painting lines might be an option and he would take the matter forward.

11. TO REVIEW THE RISK ASSESSMENT REGISTER

The Council was reminded that this register is updated regularly ensuring all items reported in the annual playground assessment are actioned.

12. TO REVIEW CODE OF CONDUCT

All councillors had been asked to review the Code of Conduct. No updates were made.

13. FINANCE

- Financial Statement and bank reconciliation

The Income and Expenditure for 2020/2021 was circulated. The current account at the end of the financial year had a balance of £6,001.75 and the reserve account a balance of £15,430.14. A VAT refund of £918.89 had been received. The total balance on 31 March 2021 of £22,350.78 included a contingency of £3,000.00 and £12,000.00 for playground improvements.

- Cheques passed for payment:

Invoice No	Payee	Amount	Cheque No	Purpose
506397364	Zurich	£455.83	682	Insurance
2345	Surrey ALC	£301.61	683	Subscription
16417	Mulberry & Co	£180.00	684	Audit
7218	J W Systems	36.00	685	IT Support
7062	J W Systems	£48.00	686	IT Support

14. DATE OF NEXT MEETING

The Council will meet again on 1 July 2021 at 7:00pm.

Councillor Chiverton reminded the council that the issues around Carpel House are still outstanding. No further information has been received from Mole Valley District Council. District Councillor Wellman agreed to check and advise the Council.

Councilor Mansell mentioned the condition of the Vanderbilt memorial adjacent to the A24. The National Trust had a fund for the upkeep of this area. The Clerk will contact the National Trust and ask for maintenance to be carried out.

HOLMWOOD VILLAGE HALL
ACCOUNTS 2020/2021

INCOME	2019/2020	2020/2021
Balance brought forward 31 March 2020	£19,563.62	£27,546.06
Rent	£3,095.00	£1,547.50
Bookings	£1,553.05	£232.00
Transfer to Mr P Bray	£10,000.00	£10,000.00
TOTAL Income to 31 March 2021	<u>£34,211.67</u>	<u>£39,325.56</u>

EXPENDITURE		
Chubb Fire	£333.86	£342.22
Cleaning	£472.00	£118.00
Insurance Premium	£400.73	£403.37
Water	£469.19	£38.50
Gas	£473.6	£623.35
Electricity	£1,711.27	£421.47
Sundries, stationery etc.	£69.99	£0.0
Window Cleaning	£128.00	£128.88
Advance - Heating Service	£180.00	£180.00
Advance – Repairs to Heating	£209.50	£0.0
Performing Rights Society Licence	£62.40	£64.20
Yes Electrics – New heaters for men’s toilets	£2,155.00	£0.0
TOTAL EXPENDITURE	<u>£6,665.61</u>	<u>£2,319.11</u>

INCOME (Including balance b/forward	£39,325.56
EXPENDITURE	£2,319.11
	<u>£37,006.45*</u>

*This is after the deduction of £68.19 due to Village Club cheque no. 022045 and unrepresented.

COTTAGE/HALL (Mr P Bray)

INCOME	
Income	£11,400.00
Interest	£10.83
TOTAL Income	£11,410.83

EXPENDITURE

COTTAGE

Gas Safety Certificate	£102.00
Electrical Repairs	£523.78
Repairs to toilet seat	£40.00

HALL

Corridor repairs and redecoration	£5,500.00	
Renew fencing	£2,628.00	
Various repairs to gents toilets	£534.00	
Repairs to guttering	£255.00	
	£9,582.78	£9,582.78

BALANCE	<u>£1,828.05</u>
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Balance at bank 31 March 2020	£10,297.89
Balance as above	£1,828.05
	£12,125.94

Transfer to Village Hall Account 29 March 2021	£10,000.00
Balance to new Village Hall Cottage Account	£2,125.94
	£12,125.94

RECONCILIATION

Mr Bray (now transferred to Village Hall Cottage a/c	£2,125.94
Santander	£37,074.64
BALANCE at 31 March 2021**	£39,200.58

Including £68.19 due to V.C. cheque No. 22045 balance therefore is **£39,132.39