

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23 JANUARY 2020

Present: Mr John Chiverton Chairman
Mrs Mary Mansell
Mr Keith Carter
Mr James Afford
Mr Ian Fairbrother
Mrs Jan Russell Parish Clerk

In attendance: Mrs Rachel Snook

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

PUBLIC QUESTIONS

None

1. TO CO-OPT A NEW COUNCILLOR.

The Chairman welcomed Mrs Rachel Snook. It was unanimously agreed to appoint Mrs Snook to the position of Parish Councillor. The Form of Acceptance of Office was signed in the presence of the Council.

2. MINUTES OF THE PARISH COUNCIL MEETING 14 NOVEMBER 2019.

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

Matters arising from these minutes - Mrs Mansell confirmed that the car outside The Well has now been moved. County Councillor Cooksey has been asked if he could arrange to have the subway repainted but to date no response has been received.

3. UPDATE ON FUTURE MOLE VALLEY DRAFT LOCAL PLAN

Councillors were advised that the Draft Plan would be out for consultation from 3 February 2020 for seven weeks. Mole Valley will be hosting a series of roadshows. One would be held in Beare Green Village Hall and plans will also be available to access on Mole Valley's website. We are informed that there are no plans for any additional houses in Holmwood.

4. VILLAGE HALL

Mrs Mansell confirmed that the bookings numbers had not increased. Mrs Mansell said that an estimate for a new clock for the central heating system had been received and has been accepted.

5. PLANNING APPLICATIONS

APPLICATIONS:

- MO/2019/2034 - 1 Ashleigh Cottages, Horsham Road, South Holmwood. Erection of ground floor front porch extension. Out for consultation.
- MO/2019/1375 - Holmwood Park, Mill Road. South Holmwood. Creation of one single dwelling. Amended Plans - 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 B8 commercial storage usage. Out for Consultation.
- MO/2019/2142 - Stable House, Anstie Grange, Betchets Green Road, South Holmwood. Removal of patio doors on south elevation and replacement with wider bi-fold doors and alteration of first floor balcony supports. Replacement of existing window on east elevation with wider door with side glazing. Replacement of window on west elevation with larger window. Removal of brickwork on west elevation of sun-room and replacement with timber glazed window plus removal of portion of brickwork on north elevation of sun-room and replacement with window glazing. Out for Consultation.

DECISIONS:

- MO/2019/1555 - Stable House, Anstie Grange, Betchets Green Road, South Holmwood. Erection of a single-storey flat roof extension with roof light; renovation of existing sunroom plus patio including handrail balustrades. Withdrawn.
- MO/2019/1708 - 21 Warwick Close, South Holmwood. Erection of 1 No. two storey, detached dwelling with off street parking for 2 No. cars. Approved.
- MO/2019/1740 & 41 - Vigo Farm Cottages, Horsham Road, South Holmwood, Surrey. (In Capel parish but very close to Holmwood boundary). Approved with conditions.
- **APPEAL** - MO/2018/1622 - Land adjacent to 6 Warwick Close, South Holmwood. Erection of 2 no. dwellings with associated parking. Publicity End Date 30 November 2019.

6. POLICE CRIME STATISTICS

The crime statistics for September to January indicated 37 incidents including burglary and criminal damage.

7. UPDATE ON VILLAGE ROAD SIGNS

County Councillor Stephen Cooksey had been asked if he could arrange to have the traffic signs repaired to as some were in a very poor condition. A number had fallen over as the metal supports had rusted and rotted. The Clerk will contact Councillor Cooksey again and ask for an update.

Mrs Snook asked if the drain could be cleared at the bottom of Church Drive. Surrey Highways had been clearing drains in the area recently but failed to clear this one.

8. UPDATE ON BUS SHELTERS - A24 NORTHBOUND AND OUTSIDE THE HOLLY AND LAUREL.

Both bus shelters have recently been repaired by Mole Valley. However, the south bound shelter was immediately vandalised again but has now been repaired.

9. CARPEL HOUSE UPDATE

The Chairman confirmed that there was no change in the situation since the last meeting. A new planning application has been filed and will be considered in March. This application is to bring in materials to level the field and then stable horses. However, building machinery and small buildings are now on the land which are not being addressed. It is hoped that this will be considered in the context of the application. It was agreed that the Clerk will send a letter

to the Mole Valley Case Officer Mrs Read asking for the machinery and buildings to be taken into consideration when deciding on the planning application.

10. UPDATE - NATIONAL TRUST COMMON LAND DEREGISTRATION - SHOWN AS LANGDALE CORNER BUT IN FRONT OF SPRING COTTAGES.

It is now known that the National Trust will deregister this land, shown as Langdale Corner however this area is actually Spring Cottages. The Parish Council would like confirmation on what area is owned by the National Trust and what is private land relating to the section in front of 15 -18 Spring Cottages and to the north of the footpath.. The Clerk will apply to the Land Registry for this information.

11. PARISH COUNCIL EMAIL ADDRESSES FOR ALL COUNCILLORS

It is a requirement that all Parish Councillors use Council email addresses when receiving and sending emails concerning Council business. The Clerk has received information regarding setting up these addresses but there is a setting up cost and monthly charge. Mr. Afford has agreed to investigate this so Council addressed emails can be used without incurring any addition cost.

All Councillors were asked to sign an agreement stating their willingness to have Council information forwarded to them via email. This agreement will be published on the Council website.

12. GATWICK AIRPORT FLIGHTPATH

The Chairman had received information from the group Plane Wrong regarding a new flight path which would be directly over the local area.

13. MVDC CONSULTATION ON DRAFT AFFORDABLE HOUSING STRATEGY

Information on this draft strategy had been circulated to all Councillors prior to the meeting.

14. TO CONSIDER RETURNED GROUND WORKS TENDERS AND AGREE A NEW FIVE-YEAR CONTRACT

Two completed contracts were received, one from Burleys (trading as I.D Verde) in the sum of £2,220.00 raising by two and a half percent per year and one from Clover Grounds Maintenance starting at £2,587.50. Councillors were given an opportunity to study the contents. The tenders were discussed, and it was a unanimous decision to appoint Burleys (trading as I D Verde) to undertake this contract stressing the clause to terminate the contract should it not be carried out satisfactorily.

15. I D VERDE (BURLEYS) - UPDATE ON OUTSTANDING WORKS

The outstanding works to install safety bollards outside the playground gate and repoint the War Memorial steps is still outstanding. The Clerk will contact Burleys again and obtain a definite date for the works to be carried out.

16. FINANCE

The September minutes showed a payment of £168.00 to Wicksteed Leisure this should read £72.00.

i. **To Propose, Agree and Sign off the Precept request for 2020/21**

Mrs Mansell had prepared a precept/budget format. Taking into account the cost to run the Council. The only firm project for the year was adding to the fund for any upgrading of the playground.

Proposed by Mrs. Mansell that the sum of £12,500.00 should be precepted for 2020/21. This proposal was seconded by Mr Fairbrother. All in favour.

ii. **Financial Statement and Bank Reconciliation**

Unfortunately, the financial statement was not available for circulation. This will be forwarded to all Councillors after the meeting. It was proposed that a sum of £4,000.00 be transferred into the reserve account, earmarked for any upgrading of playground equipment. Proposed by Mrs Mansell and seconded by Mr Chiverton. All in favour.

iii. **Pass Cheques for Payment**

The following cheques were passed for payment:

Invoice No.	Payee	Amount	Cheque No.	Purpose
00099	Burley and Sons	£964.42	651	Grounds Maintenance 4 th Quarter
6461	J W Systems	£144.00	652	IT Support
	Holmwood PC Reserve Account	£4,000.00	653	
		Total	£5,108.42	

Proposed by Mr Chiverton and seconded by Mr Fairbrother.

iv. **To Agree a new Bank Account Signatory**

The Council requires three authorised signatories. An additional signatory is required. Mr Afford was nominated and the Clerk will arrange for the necessary forms to be completed and returned to NatWest. All in favour.

17. DATE FOR NEXT MEETING

The next meeting will be on Thursday 5 March 2020 at 7.00pm.

The Council were informed that a street party to celebrate the up-coming VE Day Celebrations was planned. It was suggested that the Council would consider donating towards the cost. Further discussions will take place and the matter will be discussed at the next meeting.