

# DUNSFOLD PARISH COUNCIL

## Parish Council Meeting

Minutes of the meeting of the Parish Council of Dunsfold held in the Nugent Room, Winn Hall, Dunsfold on Monday 14<sup>th</sup> July 2014 at 7:30pm.

### **Present:**

Mr Alan Ground (Chairman)  
 Mr Barrie Pople (Vice Chairman)  
 Mr Roy Enticknap  
 Mr Martin Gardiner  
 Mrs Rosie Brough  
 Mr Stephen Hayward

### **In attendance:**

2 parishioners and another 2 joined at 8.30pm  
 Mrs Celeste Lawrence (Clerk and Responsible Financial Officer)

### **Apologies:**

None

Item		Action
<b>14/15: 040</b>	<b><u>DECLARATIONS OF PECUNIARY OR OTHER INTERESTS</u></b> None declared.	
<b>14/15: 041</b>	<b><u>MINUTES</u></b> The minutes 14/15: 021 to 14/15: 039 of the DPC meeting held on 9 <sup>th</sup> June 2014 as circulated to all members were approved and signed by the Chairman.	
<b>14/15: 042</b>	<b><u>CHAIRMAN'S REPORT ON MATTERS ARISING SINCE THE LAST MEETING</u></b> <ul style="list-style-type: none"> <li>- Phone Mast - It was AGREED that the Clerk would speak to Sahana Chandra regarding the possible installation of a mobile phone mast.</li> <li>- Fire Fighters Appeal - It was reported that following the appeal for fire fighters had been reasonably successful with interest being shown by several people however, to date, none had passed the initial test.</li> <li>- Nugent Close - The Chairman reported that he had collated the emails in question and forwarded them to L&amp;Q. Jane Abrahams is organising a meeting with Louise Littlestone (L&amp;Q), WBC, ERHA, the Police and the Council to discuss the situation.</li> <li>- TPO Knights Lane – The Chairman reported that the land now protected by a TPO had been purchased by a villager who wishes to keep the land as it is.</li> <li>- Local Highways Initiative – Clerk to enquire where the funding is.</li> <li>- Riparian Rights – The information regarding this will go into the next newsletter.</li> </ul>	<b>Clerk</b>         <b>Clerk</b>
<b>14/15: 043</b>	<b><u>AFFORDABLE HOUSING SITES AND MARKET HOUSING</u></b> The Chairman had previously given a report on the meeting held on 8 <sup>th</sup> May at Waverley. The choice of affordable sites was between two possible sites one of which was still being considered by the site owner as to its availability. The suitability of each would be discussed further with The Rural Housing Enabler, Waverley, the site owners and possible housing providers. A further meeting was being held regarding the Local Development Plan progress and related village planning issues with WBC on Friday 18 <sup>th</sup> July. The Chairman made further reference to the Proposal approved by Natural England in February to include virtually the whole of Dunsfold Parish in an enlargement of the Surrey Hills Area of Outstanding Natural Beauty. The Proposal would take time to become a fact but Waverley had agreed that this important potential AONB protection for Dunsfold, replacing the lesser current protection of AGLV, could be taken into account by Waverley in the meantime as a Material Planning consideration.	

14/15: 044	<p><b><u>COUNCILLOR VACANCY</u></b> It was unanimously AGREED that Nick Shepherd , who had expressed willingness to serve, would be co-opted to fill the Councillor vacancy.</p>	
14/15: 045	<p><b><u>EMAIL REGARDING DITCH MAINTAINENCE AT HURLANDS LANE</u></b> A parishioner had written to the Clerk regarding the ditch maintenance at Hurlands Lane. Cllr Enticknap reported that most of the ditches had been filled in by residents and flooding occurred because the water has nowhere to drain. It was AGREED that the Clerk would pass on Cllr Enticknap's contact details and they could arrange a site visit to discuss the matter.</p>	Clerk
14/15: 046	<p><b><u>SUMMER NEWSLETTER</u></b> It was agreed that there would be a Summer Newsletter issued in August containing information and updates on a number of current issues including progress of the Waverley Local Plan, affordable and market housing in the village, Riparian responsibilities concerning invasive vegetation such as Japanese Knotweed and Himalayan Balsam, the appeal for firefighters, and preparations for the Council Election in May 2015.</p>	
14/15: 047	<p><b><u>EXTERNAL AUDIT</u></b> The conclusion of the external audit was reported and it was noted that the external auditor had approved the Annual Return without reservation and had nothing to report. The report was approved.</p>	
14/15: 048	<p><b><u>BI-MONTHLY BANK RECONCILIATION</u></b> The Clerk reported that there was a problem with the formatting on the document so the reconciliation would have to be done once this was rectified.</p>	
	<p><b>The Chairman opened the meeting to the public at 8.30pm</b> Mr Woodward questioned if the membership provisions of the KGV Sports &amp; Social Club Constitution and Rules could be widened to encourage greater villager membership. The Chairman's suggestion that these could be widened to add to the user group members any villagers who supported the aims of the Club was approved.</p> <p>Two parishioners wished to inform the Council that they had been notified in relation to the land at Chennels Cottage of the appeal being made against WBC's refusal of application WA/2013/1820 but had not been able to find out any information on the appeal. The Chairman said that Waverley had not yet been informed by the Planning Inspectorate of the details and timing of the appeal and this would appear on the Waverley website shortly. The residents' opposition to the appeal was noted.</p> <p><b>The Chairman closed the meeting to the public at 8.50</b></p>	
14/15: 049	<p><b><u>PLANNING</u></b> <b>Status of current applications:</b> <b>SCC Ref 2014/0077 and 2014/0078 Chiddingfold Storage Depot/Refine Metals</b> <b>Chiddingfold Road</b> <b>Decision:</b> Objection</p> <p><b>WA/2014/0813: Dunsfold Airport Limited Application under Section 73 to vary/remove conditions of WA/2012/1857 Everyman Driving experience.</b> <b>Decision:</b> Still pending</p> <p><b>WA/2014/0839: 8 Binhams Meadow</b> <b>Erection of a Conservatory</b> <b>Decision:</b> Full permission</p> <p><b>WA/2014/0890: Maple Tree Cottage, Plaistow Road</b> <b>Application for a Certificate of Lawfulness</b> <b>Decision:</b> Withdrawn</p>	

	<p><b>Planning applications to be considered by Council members:</b></p> <p><b>DM/2014/0003: Demolition notification: GPDO part 31 of Schedule 2. Demolition of stable block. Chasers, Plaistow Road, Dunsfold, GU8 4PF</b>  <b>Decision:</b> Approval not needed.</p> <p><b>WA/2014/1078: Duns, Hook House Lane</b>  <b>Erection of extensions and alterations; erection of a detached garage following demolition of existing garage; erection of garden shed and garage store (revision of WA/2014/0556).</b>  <b>Decision:</b> No comment</p> <p><b>WA/2014/1079: Duns, Hook House Lane</b>  <b>Listed Building Consent for erection of extensions and alterations; erection of a detached garage following demolition of existing garage; erection of garden shed and garage store.</b>  <b>Decision:</b> No comment</p> <p><b>WA/2014/0863: Chiddingfold Storage Depot, Chiddingfold Road and</b>  <b>WA/2014/0939: Chiddingfold Storage Depot, Chiddingfold Road</b>          Consultations on County matters.          No committee date for these had been set and these matters were being watched with the help of SCC Cllr Young.          The Council's letter of objection as agreed had been submitted on 26<sup>th</sup> June.</p>																																														
<b>14/15: 050</b>	<p><b><u>CORRESPONDENCE</u></b>          None to report.</p>																																														
<b>14/15: 051</b>	<p><b><u>PAYMENTS</u></b></p> <table border="1" data-bbox="236 1070 1310 1601"> <thead> <tr> <th colspan="3"><b>EXPENDITURE</b></th> </tr> </thead> <tbody> <tr> <td>Mr &amp; Mrs Goodall</td> <td>Office rent</td> <td>150.00</td> </tr> <tr> <td>Post Office Ltd</td> <td>BT telephone</td> <td>164.14</td> </tr> <tr> <td>Broker Network Ltd</td> <td>KGV insurance</td> <td>1523.00</td> </tr> <tr> <td>SLCC</td> <td>Annual subs</td> <td>147.00</td> </tr> <tr> <td>BDO LLP</td> <td>External audit</td> <td>240.00</td> </tr> <tr> <td>Post Office Ltd</td> <td>Clerks NI &amp; tax for June</td> <td>47.29</td> </tr> <tr> <td>Celeste Lawrence</td> <td>Clerks PAYE for June</td> <td>811.97</td> </tr> <tr> <td>KGV Centre Dunsfold</td> <td>Comp grant from WBC</td> <td>1562.53</td> </tr> <tr> <td>Post Office Ltd</td> <td>BT internet</td> <td>52.80</td> </tr> <tr> <td>Zoe Wragg</td> <td>Ground maintenance at KGV</td> <td>407.21</td> </tr> <tr> <td>RJ Walker</td> <td>Removal of trees and strimming</td> <td>230.00</td> </tr> <tr> <td></td> <td></td> <td><b>5335.94</b></td> </tr> <tr> <th colspan="3"><b>INCOME</b></th> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	<b>EXPENDITURE</b>			Mr & Mrs Goodall	Office rent	150.00	Post Office Ltd	BT telephone	164.14	Broker Network Ltd	KGV insurance	1523.00	SLCC	Annual subs	147.00	BDO LLP	External audit	240.00	Post Office Ltd	Clerks NI & tax for June	47.29	Celeste Lawrence	Clerks PAYE for June	811.97	KGV Centre Dunsfold	Comp grant from WBC	1562.53	Post Office Ltd	BT internet	52.80	Zoe Wragg	Ground maintenance at KGV	407.21	RJ Walker	Removal of trees and strimming	230.00			<b>5335.94</b>	<b>INCOME</b>						
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<b>14/15: 052</b>	<p><b><u>ANY OTHER BUSINESS</u></b>          None.</p>																																														

There being no further business the Chairman closed the meeting at 9.00pm.

DATE.....

CHAIRMAN.....