

# DUNSFOLD PARISH COUNCIL

## Parish Council Meeting

Minutes of the Parish Council meeting of the Parish Council of Dunsfold held in the Nugent Room, Winn Hall, Dunsfold on Thursday 16<sup>th</sup> July 2015 at 7:30pm.

### **Present:**

Cllr Steven Haines  
 Cllr Stephen Hayward  
 Cllr Roy Enticknap  
 Cllr John Gray  
 Cllr Rupert Jones  
 Cllr Jean Martin  
 Cllr Nick Shepherd

### **In attendance:**

Mrs Celeste Lawrence (Clerk and Responsible Financial Officer)  
 4 parishioners

Item		Action
15/16: 022	<b><u>APOLOGIES</u></b> There were no apologies of absence.	
15/16: 023	<b><u>DECLARATIONS OF PECUNIARY OR OTHER INTERESTS</u></b> None declared.	
15/16: 024	<b><u>MINUTES</u></b> The minutes 15/16:001 to 15/16: 021 of the Annual Parish Council meeting held on 18 <sup>th</sup> May 2015 as circulated to all members were approved and signed by the Chairman.	
15/16: 025	<b><u>MATTERS ARISING FROM THE MINUTES</u></b> None arising.	
15/16: 026	<b><u>RATIFY COMMONS COMMITTEE MEETING</u></b> The Chairman reported on the proceedings of the Commons Committee meeting held earlier this evening and it was RESOLVED to adopt the recommendations as recorded in the Commons Committee minutes.	
	<b>The Chairman opened the meeting to the public at 8.10pm</b> It was noted that a suggestion to cut the grass on the corner of the cricket pitch further back would increase sight lines. A comment on the amount of litter at the North End of the common was made. It was reported that WBC had been this week and cleared the litter and that WBC only did a litter pick annually. It was noted that the ditch into the School Pond needs to be dug out. Cllr Enticknap to investigate and report back. <b>The Chairman closed the meeting to the public at 8.15pm</b>	
15/16: 027	<b><u>DUNSFOLD TENNIS CLUB PROPOSAL</u></b> The Chairman read a proposal from the tennis club requesting an agreement for a 10 year lease on the courts for a sum of £5000. Cllr Enticknap stated that leases were not allowed under the Constitution and suggested that the tennis club should use the £5000 for the installation of lights. Cllr Hayward thought that a 10 year lease would be too long and suggested a shorter lease period with rent reviews. It was AGREED that Cllr Jones would look at the Constitution to see if a lease would be possible and the matter be addressed outside of this meeting and reported at the next meeting.	<b>Cllr Jones</b>

<b>15/16: 028</b>	<b><u>VILLAGE CONSULTATION</u></b> The Chairman suggested that a Village Consultation be held to ask villagers to come and express their views with regard to planning issues around the village and their thoughts on Dunsfold Park so that the Council could meaningfully represent and discuss village views. Cllr Enticknap expressed his view that the villagers would not attend a consultation meeting. It was AGREED that a Village Consultation be organised for late September.	
<b>15/16: 029</b>	<b><u>LOCAL PLAN</u></b> The Chairman reported that he had attended an update meeting on the Local Plan. WBC reported that the target was to have the Local Plan written by February/April 2016 followed by a Q&A on the draft plan and policies. The finalised Local Plan is due to be submitted shortly after April 2016.	
<b>15/16: 030</b>	<b><u>TASK GROUP REPRESENTATIVE</u></b> It was agreed that Cllr Martin would represent the Council on the Task Group.	
<b>15/16: 031</b>	<b><u>COUNCIL "SURGERY"</u></b> The Chairman suggested that a quarterly "surgery" be held to encourage villagers to come and speak to their Councillors about any ideas and suggestions that they may have. He further suggested that the village shop would be a good meeting place for this.	
<b>15/16: 032</b>	<b><u>COUNCILLORS BIKE RIDE</u></b> The Chairman reported that he, Cllr Hayward and the Clerk had been on a bike ride around the village to look at sites and speak to people on the way which had been a success. He suggested that it be done on a regular basis. It was AGREED that the majority of the Council would like to join in this bike ride.	
<b>15/16: 033</b>	<b><u>QUEENS 90<sup>TH</sup> BIRTHDAY CELEBRATIONS</u></b> The Chairman reported that a celebration of the Queens 90 <sup>th</sup> birthday had been announced for the 12 <sup>th</sup> June 2016 and suggested that Cllr Shepherd organise an event through the Bonfire team. Cllr Shepherd reported that a Bonfire meeting was to be held and that he would ask the team if they would be willing to help. Cllr Shepherd to report back at the meeting in September.	<b>Cllr Shepherd</b>
<b>15/16: 034</b>	<b><u>SITE 747 PROPOSAL</u></b> Cllr Jones reported that the Steering Group had met with Kitewood representative, Ben Crozier and the site owner, Jack Woodward, earlier in the day. Kitewood had informed the Steering Group that an application would be submitted to WBC in September after the eco survey had been completed. A village consultation would be done prior to the application being submitted to hear village views.	
<b>15/16: 035</b>	<b><u>BI-MONTHLY BANK RECONCILIATION</u></b> The bi-monthly bank statement and reconciliation was sighted and signed by the Chairman.	
<b>15/16: 036</b>	<b><u>KGV MANAGEMENT COMMITTEE</u></b> The Chairman reported that the Parish Council were currently supporting the KGV to the sum of approx. £7000 per year. If the school project is successful, the KGV would also then lose the nursery fees of some £3500 per year. It was AGREED that a meeting of the KGV Committee would take place to discuss ideas on how to make the KGV financially viable in the future. Cllr Haines to report back at the September meeting.	<b>Cllr Haines</b>
<b>15/16: 037</b>	<b><u>PLAY AREA</u></b> Cllr Shepherd reported that the response to the survey had been poor and not properly representative of the village needs.	
<b>14/15: 038</b>	<b><u>PLANNING DECISIONS MADE BY WAVERELY BOROUGH COUNCIL</u></b>  WA/2015/0838 – Millhanger, Chiddingfold Road Erection of dwelling with attached pool house, garage, stables and stores following demolition of	

	<p>existing agricultural buildings. Decision: Pending</p> <p>WA/2015/0806 – 2 Windways Erection of single storey extensions and alterations. Decision: Full permission</p> <p>WA/2015/0740 – Gatehouse Cottage, Dunsfold Road Erection of outbuilding following the demolition of an existing building. Decision: Full permission</p> <p>DW/2015/0020 – The Little House, Knightons Lane The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 5.3m, for which the height would be 4m, and for which the height of the eaves would be 2.705m. Decision: Prior approval not required</p> <p>WA/2015/0695 – Dunsfold Park, Stolvolds Hill Erection of 6 buildings to provide for 9,966sqm of B1(b), B1(c), B2 and/or B8 flexible use floorspace with associated parking, servicing, landscaping and works to existing access road following demolition of existing buildings. Decision: Pending decision</p>													
<p><b>15/16: 039</b></p>	<p><b><u>PLANNING TO BE CONSIDERED</u></b></p> <p>DW/2015/0032 – The Little House, Knightons Lane The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.6m, for which the height would be 4m, and for which the height of the eaves would be 2.7m. Decision: No comment</p> <p>WA/2015/1195 – Larks Rise, Church Green Erection of a detached garage and a summerhouse following demolition of existing detached garage and summerhouse. Decision: No comment</p> <p>WA/2015/1150 – Wintershall, Chiddingfold Road Change of use to include pond within residential curtilage together with erection of decking. Decision: It was AGREED that the Clerk would register a concern over the extension of the curtilage.</p> <p>WA/2015/1155 – Hunterswood Farm, Alfold Road Erection of agricultural building to store hay, equipment and machinery, sited on existing hard standing. Decision: It was AGREED that the Clerk would request that WBC impose a condition to limit the use to only what has been applied for.</p>													
<p><b>15/16: 040</b></p>	<p><b><u>CORRESPONDENCE</u></b></p> <ul style="list-style-type: none"> <li>A quote from Ben Martin for the KGV car park was noted. Cllr Martin declared an interest.</li> </ul>													
<p><b>15/16: 041</b></p>	<p><b><u>PAYMENTS</u></b></p> <table border="1" data-bbox="236 1850 1310 2020"> <thead> <tr> <th data-bbox="236 1850 655 1888">Expenditure</th> <th data-bbox="655 1850 1114 1888"></th> <th data-bbox="1114 1850 1310 1888"></th> </tr> </thead> <tbody> <tr> <td data-bbox="236 1888 655 1921"></td> <td data-bbox="655 1888 1114 1921"></td> <td data-bbox="1114 1888 1310 1921"></td> </tr> <tr> <td data-bbox="236 1921 655 1989">KGV Centre Dunsfold</td> <td data-bbox="655 1921 1114 1989">1st installment of comp grant from WBC</td> <td data-bbox="1114 1921 1310 1989">515.00</td> </tr> <tr> <td data-bbox="236 1989 655 2020">Mark Hearn</td> <td data-bbox="655 1989 1114 2020">Stump grinding</td> <td data-bbox="1114 1989 1310 2020">350.00</td> </tr> </tbody> </table>	Expenditure						KGV Centre Dunsfold	1st installment of comp grant from WBC	515.00	Mark Hearn	Stump grinding	350.00	
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	Dunsfold Village Shop	Wine for Annual Assembly	79.20	
	Celeste Lawrence	Clerks PAYE for May	832.14	
	Post Office Ltd	Clerks tax and NI for May	46.40	
	Celeste Lawrence	Reimbursement for stamps and stationary	26.61	
	Mr and Mrs Goodall	Office rent	150.00	
	Zoe Wragg	Ground maintenance at KGV	514.21	
	RJ Walker	Strimming	345.00	
	SSALC	New Councillor training - Jean Rapley	60.00	
	Post Office Ltd	BT telephone	184.67	
	RJ Walker	Clearance of Mill Lane pond	280.00	
	Zurich Municipal	Additional KGV coverage	219.52	
	The Society of Local Council Clerks	Annual subs	149.00	
	Post Office Ltd	BT internet	52.80	
	Celeste Lawrence	Clerks PAYE for June	832.14	
	Post Office Ltd	Clerks tax and NI for June	46.40	
	Mr and Mrs Goodall	Office rent	150.00	
	Zoe Wragg	Ground maintenance at KGV	420.80	
	SSALC	New Councillor training - Steven Haines	60.00	
	Winn Hall Management Committee	Hire of hall	27.00	
			5,340.89	
	<b>Income</b>			
	HMRC	VAT	1,439.36	
<b>15/16: 042</b>	<b><u>ANY OTHER BUSINESS</u></b> None.			

There being no further business the Chairman closed the meeting at 9.40pm.

DATE.....

CHAIRMAN.....