

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 9th June 2014 at 7:30pm.

Present:

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

Mrs Rosie Brough

In attendance:

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

Apologies:

None

Item		Action
14/15: 021	<u>DECLARATIONS OF PECUNIARY OR OTHER INTERESTS</u> None declared.	
14/15: 022	<u>MINUTES</u> The minutes 14/15: 001 to 14/15: 020 of the DPC meeting held on 12 th May 2014 as circulated to all members were approved and signed by the Chairman.	
14/15: 023	<u>CHAIRMAN'S REPORT ON MATTERS ARISING SINCE THE LAST MEETING</u> All matters covered in the agenda.	
14/15: 024	<u>ANNUAL ASSEMBLY REPORT</u> The Chairman reported that matters that need to be followed up from the AA were: <ul style="list-style-type: none"> - The installation of a mobile phone mast. The tower at the fire station could be a good location. Shahana Chandra may be able to help the council as to how to go about having a mast installed. - A significant lack of fire fighters which may force the Dunsfold station to close. An appeal had been launched on the Love Dunsfold fb page and the Council will put an appeal in the next newsletter. - 	Clerk
14/15: 025	<u>AFFORDABLE HOUSING SITES AND MARKET HOUSING</u> The Chairman reported that there were 2 possible affordable housing sites identified by the Council. A meeting attended by the Chairman, Deputy Chairman, Cllr Enticknap the Clerk and the Rural Housing Enabler had been held with Waverley Planning Officers and Councillors to consider Waverley's requirements of villages in general and this village in particular to contribute to market housing over the next 16 years to be covered by the new Local Plan. Also considered were the related issues and timing of identification of an affordable housing site in the village. Whereas over the past 15 years there had been a growth of around 10% in the housing stock of the village, over the next 16 years Waverley would like the stock of total housing – market and affordable – to grow by around 20%. Information was exchanged about sites suggested to Waverley as a result of their Call for Sites and a further meeting would be held. The outcome of these discussions would be the subject of information to and consultation with the village.	AGG
14/15: 026	<u>NUGENT CLOSE</u> Cllr Pople reported that a meeting held by London & Quadrant (L&Q), the Police, ERHA and the residents of Nugent Close had been held on 29 th May. Cllr Pople had circulated a note of the meeting.	

	L&Q reported that they had not been receiving email reports from the residents but this was disputed. It was AGREED that Cllr Ground would meet affected residents, review the correspondence and bring all concerns to the attention of L&Q, and Waverley Housing Department and seek a resolution of the current problems.	AGG
14/15: 027	<u>RATIFY EMERGENCY TREE PROTECTION ORDER</u> Cllr Ground reported that as reported on firm information received about a threat to a piece of Woodland in Knightons Lane he had requested through Cllr Inchbald that Waverley issue an Emergency Tree Protection Order on 23 rd May ordering that no trees be removed for the next 6 months. This request was unanimously RATIFIED. No further action needed to be taken by the Council.	
14/15: 028	<u>HIGHWAYS INITIATIVE SCHEME</u> Nothing further to report. The £8k has been agreed and the funds are awaited.	
14/15: 029	<u>COUNCILLOR VACANCY</u> The Chairman reported that no by-election had been called for and no-one had been nominated by 4 th June . The Council can now co-opt a person to fill the casual vacancy. Councillors were invited to consider suggestions and the matter would be considered at the next meeting.	
14/15: 030	<u>FINANCIAL REGULATIONS</u> It was noted that NALC has issued new financial regulations that would need to be adapted and adopted.	
14/15: 031	<u>PARKING ISSUES BY WINDWAYS</u> It was AGREED that Cllrs Ground and Pople would produce a map of where cars were being parked illegally. It was also reported that there was an untaxed car parked which would need to be reported to WBC.	
14/15: 032	<u>COMMITTEES</u> It was AGREED that the committees be made up of the following members: Commons Committee: All Councillors together with Mr M Wilkinson, Mr A Bentall, Mr J Hedger from the Friends of Dunsfold Common. KGV Management Committee/KGV Play Area Equipment Manager: Cllr Ground, Cllr Pople, Mrs C Lawrence (Treasurer). Commons Steering Group: Cllr Enticknap (Chair), Cllr Gardiner, Cllr Hayward. The representatives from the Friends of Dunsfold Common are Mr Bentall and Mr Wlkinson. Planning: All Parish Councillors Surrey County Association of Parish & Town Councils: Clerk to the Council. Hon. Remembrance Officer: Mrs Irene Dallanger. Rights of Way Officer: Neighbourhood Watch Officer: Mrs Annie Wace Representative on Winn Hall Management Committee: Mr John Hedger Proper Officer: Clerk to the Council Responsible Financial Officer: Clerk to the Council Dunsfold Smiths Charity Trustees: Clerk, Cllr Ground, Cllr Pople, Mrs L Enticknap, Mrs A Hayes/Mr A Jones.	
14/15: 033	<u>KGV MANAGEMENT COMMITTEE</u> Cllr Pople reported that the radiators needed replacing costing £2358. He reported that the SCA had sent information regarding a grant however WBC had opted out of the scheme so it was not an available stream of funding. It was AGREED that the Clerk would approach Cllr Young to ask for a contribution to funding from her allocated funds. It was also AGREED that the Clerk would approach Came and Co for an alternative quote on insurance for the KGV MC.	Clerk Clerk

14/15: 034	<p><u>SUMMER NEWSLETTER</u> It was AGREED that there would be a summer Newsletter to report to the village and this would include advance information about next year's election, the appeal for fire fighters, an update on the KGV Social Club and the state of play of discussions concerning prospects for affordable and market housing in the village.</p>																																								
	<p>The meeting suspended by the Chairman and opened to the public at 8.30pm Mr Jack Woodward commented that under the current Club Constitution that people from could not join the Social Club without being part of a user group. He suggested that the Constitution needed to be reviewed and then approved by the PC and registered with WBC. The Chairman closed the open session at 8.35pm.</p>																																								
14/15: 035	<p><u>PLANNING</u> SCC Ref 2014/0077 and 2014/0078 Chiddingfold Storage Depot/Refine Metals Chiddingfold Road Decision: A meeting was being held on Thursday 12th June after which a draft would be produced.</p> <p>WA/2014/0813: Dunsfold Airport Limited Application under Section 73 to vary/remove conditions of WA/2012/1857 Everyman Driving experience. Decision: It was AGREED that a draft would be produced objecting the application.</p> <p>WA/2014/0839: 8 Binhams Meadow Erection of a Conservatory Decision: No comment</p> <p>WA/2014/0890: Maple Tree Cottage, Plaistow Road Application for a Certificate of Lawfulness Decision: No comment</p>																																								
14/15: 036	<p><u>ASSESSMENT OF CLERK AND RFO</u> It was AGREED that an annual assessment of the Clerk and RFO would take place during the summer.</p>																																								
14/15: 037	<p><u>CORRESPONDENCE</u></p> <ul style="list-style-type: none"> A letter from Air Ambulance requesting a grant was received and it was AGREED that a grant of £250 would be paid. Clerk to action. 	Clerk																																							
14/15: 038	<p><u>PAYMENTS</u></p> <table border="1" data-bbox="236 1402 1310 1861"> <thead> <tr> <th colspan="3">EXPENDITURE</th> </tr> </thead> <tbody> <tr> <td>Mr & Mrs Goodall</td> <td>Office rent</td> <td>150.00</td> </tr> <tr> <td>SSALC</td> <td>Surrey Local Councils Forum</td> <td>26.40</td> </tr> <tr> <td>Dunsfold Village Shop</td> <td>Cleaning materials for KGV</td> <td>19.75</td> </tr> <tr> <td>RJ Walker</td> <td>Strimming on common and junctions</td> <td>355.00</td> </tr> <tr> <td>RJ Walker</td> <td>Strimming and clearance of ditch</td> <td>185.00</td> </tr> <tr> <td>Celeste Lawrence</td> <td>Clerks PAYE for May</td> <td>811.97</td> </tr> <tr> <td>Post Office Ltd</td> <td>Clerks tax and NI for May</td> <td>47.60</td> </tr> <tr> <td>Zoe Wragg</td> <td>Ground maintenance at KGV</td> <td>526.38</td> </tr> <tr> <td></td> <td></td> <td>2122.10</td> </tr> <tr> <td></td> <td></td> <td>10195.88</td> </tr> <tr> <th colspan="3">INCOME</th> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	EXPENDITURE			Mr & Mrs Goodall	Office rent	150.00	SSALC	Surrey Local Councils Forum	26.40	Dunsfold Village Shop	Cleaning materials for KGV	19.75	RJ Walker	Strimming on common and junctions	355.00	RJ Walker	Strimming and clearance of ditch	185.00	Celeste Lawrence	Clerks PAYE for May	811.97	Post Office Ltd	Clerks tax and NI for May	47.60	Zoe Wragg	Ground maintenance at KGV	526.38			2122.10			10195.88	INCOME						
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14/15: 039	<p><u>ANY OTHER BUSINESS</u> Cllr Pople produced flyer regarding Riparian Rights (the responsibility of ditches in front of houses). A draft of this flyer would be produced before the next meeting. Cllr Enticknap reported a strong smell at the School pond needed to be checked for linkage to the sewage system. Cllr Enticknap agreed to report this to Environmental Health at WBC. He also</p>	BP RE																																							

	reported that L&Q had removed trees from the landscaping scheme and they needed replacing.	
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There being no further business the Chairman closed the meeting at 9.00pm.

DATE.....

CHAIRMAN.....