Nutfield Parish Council
Minutes of the Combined Committee Meeting
Wednesday 19th July 2013 at 8:00pm
I Morris Road, South Nutfield

Present: Councillors: Mrs S Renaut (Chairman), Mr D Chapman, Mr D Cullen, Mr D Dowden, Mrs S Ford, Mr P Forbes, Mr I Reeve, Mr K Sandiford,
Clerk R. Brown

Action By

1. APOLOGIES and reasons for absence:
None

2. Declarations of Interest
None

3. MINUTES
Approval of the Minutes of the last Combined Committee meeting on 19th June 2013 AGREED and signed by the Chairman as a true record.

4. Matters and action points arising from Minutes – for updating and noting only. Any items requiring attention will be on the agenda:
None

5. PLANNING & DEVELOPMENT

5.1 Planning Decisions by Tandridge District Council since last Parish Meeting
TA/2013/1719 Kings Mill Lodge, Kings Cross Lane, South Nutfield... Erection of single storey extension and pitched roofs over 2 existing dormer windows to east elevation Dated 23/01/13 – 21 days – NPC comment by 13/02/13 TDC DECISION - GRANTED

5.2 Current Planning Applications – the following applications to be considered and comments agreed for submission to Tandridge District Council:
TA/2013/884 The Lodge, Coopers Hill Road, Nutfield... Change of use of land from Class B1 to residential amenity land Class C3 Dated 03 July...21 days... NPC comment by 24th July 2013 NPC Comment – No Objection - Neighbours

TA/2013/528 Hurst House, Clay Lane, South Nutfield...Repair and replacement of boundary wall Dated 04 July...21 days... NPC comment by 25th July 2013 NPC Comment – No Objection - Neighbours

TA/2013/921 Priory Farm, Sandy Lane, South Nutfield... Demolition of porch. Erection of extension to north elevation and erection of extension to east elevation Dated 05 July...21 days... NPC comment by 26th July 2013 NPC Comment – No Objection

5.3 RACC
Cllr Chapman - no update or report

5.4 Planning issues
Nutfield Park Care Home
Cllr Dowden proposed that Council made its decision on the original Care Home application and that there should be no change to the original decision made. All agreed

Aviation
Cllr Sandiford noted the recent email re no height loss restriction of 1000ft and he had noted that recent flights had been passing over the village at 2500ft which were recorded

6. FINANCE & GENERAL PURPOSES

6.1 Accounts
Update on bank funds, income and expenditure.
No further statements had been received Bank balances prior to the meeting

6.3 Insurance
Update
Cllr Forbes commented on partial disablement cover for Councillors on council business
Aon policy to be compared to new Came & Co in new Policy documents. Also vehicle use cover on business as well. Clerk and Cllr Forbes to investigate.
6.4 Nutfield Marsh
Crown Estates
Update
Still no contact by Burges Salmon re Title, Clerk to chase once again

6.5 Book-keeper
Following the main July Meeting proposal by the Clerk and the Chairman to appoint a book-keeper, the appointment letter had been sent and had been confirmed by the appointee and accepted. Work on the Sage update and finance will commence immediately

6.6 Other General Matters for discussion-
For information only
As Council is closed for business during August it was agreed that the Clerk issue a pay cheque for July to be signed, which was agreed and duly signed. To be ratified at September meeting
Discussion on Assistant Clerk holidays clashing with Clerks booked weeks. Agreed in future that the assistant clerk’s holiday dates must be confirmed to the clerk, agreed and to follow that up in writing
Meeting to be arranged with the assistant clerk to verify this and other matters.

7.0 ENVIRONMENT & AMENITY
7.1 Village Halls
South Nutfield Village Hall Ltd
Maintenance Plan & Survey
Cllr Forbes reported that following the Survey, the main priority was the waste water downpipes that were blocked and were being cleaned out now. PM instigated a new roof design and all electrics to be PAT tested. Gas appliances poor and considering new system. Proposal to install new gas boiler to heat water and heating. Article’s being de drafted. Accounts balances end March deficit £100, end June £1000 in credit. Cooker and boiler flue blocked and cooker needs re-siting.

Memorial Hall
Memorial Hall Finance + new Bank accounts + Bank funds
Bank account balances reviewed, new bank accounts to be agreed for funds. Cllr Ford investigated all proposed companies and it was agreed to proceed with Virgin and United Trust Banks, £80k in each achieving better % interest
Ascot Building Plans and progress
Plans now complete and sent in to TDC Planning for approval. Additional items included. Clerk reported that Richard Coffey has offered his assistance on fit-out and equipment once the project gets underway. CCTV and security lighting must be installed.

7.2 Jubilee Fields
Entrance Right of Way area & Footpaths – work schedule
Clerk to contact SCC footpath officer Sarah Jenman for second meeting
Corner field & other land – Campden BRI meeting update
No further updates from BRI
Fields state – update on work
Fields sprayed with herbicide to reduce weeds and warning signs displayed
CCTV and lighting - update
Clerk meet with residents and Scouts to discuss power sources and find costs of CCTV and lighting

7.3 Highways,Traffic & Parking
Roads, Pavements and Verges
Report on roads, potholes & verges
Traffic and parking were discussed and various options considered. Cllr Forbes advised Mercers Farm haul route put on back burner. Survey into M25 high air pollution due to current road works
S&ESWCo
New water mains works High Street
Update + storage of spoil + compensation
Meeting with managers from S&ESWCo took place and a suitable location was agreed for spoil which will be removed on a daily basis. Resurfacing the car park costs too high for total area as compensation, however the will reinstate the entrance area + consider further works required on site
TDC Snow clearance scheme – update from Clerk
Clerk attended the meeting at TDC with Scott Coughlan, arranged in June with other Clerks, and latest information on supplies/storage/ equipment will be sent shortly
Village Gateway project
Update on SCC to start work
Awaiting SCC confirmation of work commencement for width restriction.
Village Green
Proposals update
Article to be produced on Green by Cllr Reeve, and clerk seeking costs for new bench and signs
7.5 Nutfield Marsh
Crown Estates report
No recent contact from Burges Salmon
TDC – Byelaws
Clerk in contact with TDC Legal Dept. and Police Agencies
Letter to PCC prepared and ready to be sent. Copy MP plus all other interested parties. Liaise with Marsh group. Look at websites on challenging gypsy horses on land
Fly tipping and horses
Covered in letter to PCC
Action Plan – Marsh Group
Meetings held with Police and other agencies for help and advice

7.6 Clerks report
British Legion Quiz Night, numbers needed but no one available to attend.
Mid Street Parking, spoken to Steve Hyder at TDC re grasscrete parking on the Recreation Ground. He was concerned on entrance width and parking on the field, space for cars and playground proximity. He mentioned drop off zones in other parishes and Clerk will investigate this. May be worth talking to new Chairman of Governors at school re. parking. Clerk advised to re-visit Steve Hyder to explain the problem in greater depth and attempt to resolve this.
Neighborhood Watch meeting on Saturday 20th and attendees arrive at 0930pm to assist setup

7.7 Other General Matters for discussion
For information only
None

8. NEXT COMBINED COMMITTEE MEETING DATE: 26th September 2013 – Venue Parish Office
Unless meeting required in August

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Signed, Chairman. Date..........................