

CHARLWOOD PARISH COUNCIL
MINUTES of THE COUNCIL MEETING
MONDAY, 16th JULY, 2018
IN CHARLWOOD SPORTS & COMMUNITY CENTRE

PRESENT

Mr Martin Needham (in the chair), Ms Carolyn Evans, Mr Nick Hague, Mr Walter Hill, , Mr Howard Pearson ,Ms Lisa Scott, Mrs Penny Shoubridge.

1 APOLOGIES

Mr James O'Neill, Mr Richard Parker

2. DECLARATIONS OF INTEREST

Mr Nick Hague & Mr Howard Pearson declared personal interests in planning matters (5.1)

3 APPROVAL OF MINUTES OF PREVIOUS MEETING HELD ON 18th June, 2018

Mr Martin Needham proposed, Ms Carolyn Evans and Mr Nick Hague seconded, that the Minutes of the meeting held on 21st May be approved. The Council present agreed and the Chairman signed the Minutes as a true record.

3.1 Chairman's Comments

None

4 PUBLIC QUESTIONS

None

5 REPORT OF THE PLANNING AND HIGHWAYS COMMITTEE

5.1 Planning Comments

Mr Nick Hague proposed, Ms Carolyn Evans seconded that planning comments as listed be accepted and the council present agreed.

5.2 Highways Matters

The Clerk advised the meeting that Surrey County Council have informed us that there are S106 funds for Highways capital projects amounting to approximately £54,750 within the Parish of Charlwood. Once any design costs are allowed for this will leave around £48,000 for actual projects. It is emphasised this cannot be used for maintenance programmes. The process normally followed will be for the council to submit to Highways suggestions with priorities for schemes. It is further suggested that the results of the 202Consultancy reports when complete should help to guide the council on the best route to follow and provide supporting data for any suggestions.

Mrs Penny Shoubridge asked if there was any Services and Amenities funding in the S106 allocation and the Clerk advised that there was not. These funds were specifically allocated for Highways.

5.2.1 Traffic Calming – update

2020 Consultancy had been instructed to proceed with the projects discussed and they were expected to be in contact within the next two weeks with their recommendations for survey points.

5.3 Mole Valley Local Plan Consultation – Future Mole Valley

The Clerk advised that no further information had been published however it was an agenda item for the forthcoming Clerks meeting on the 25th July.

5.4 Listed Buildings & Buildings of Community Interest

Members reviewed the updated list and noted particularly that the Half Moon could be listed. Bluebird House was mentioned as a possible site in view of its connections with the Campbell family who came from Hookwood. Further suggestions were made to include the Scout Hut and the current kitchen design shop previously the base of T H Gorringer Builders.

6 REPORT OF THE SERVICES AND AMENITIES COMMITTEE

Mrs Penny Shoubridge reported on the activities of the Services & Amenities Committee and circulated the monthly report (attached to these Minutes).

The first quote for carrying out a Risk Assessment for Legionnaires Disease had been received of £850 and additional quotes would now be sought.

A question was asked as to when the Lime Tree's around the Recreation Ground had been pollarded and what the recommendations were of the arboriculturist's report. The Clerk advised he would investigate and circulate as required. A further comment was made of the condition of the lime tree outside Lime's Bistro but it was noted this was on private land.

Proposal for Archive Room Funding for equipment

The Charlwood Society had confirmed grant funding of £2000 for this project. JBTMT had been notified of this and it was expected JBTMT would respond to the Charlwood Parish Council application for further funding at their September meeting.

6.6 Car Park & War Memorial

The War Memorial working group would draw up a works schedule for submission to the Historic Buildings Officer at Mole Valley for approval. Stone had been sourced for the paved surface.

6.7 Bus Shelter damage

No further information was available from Mole Valley DC.

7 REPORT OF THE FINANCE COMMITTEE

7.1 Payments Received & Cleared payments

7.1 Payments Received & Cleared payments

Barclays Deposit Account 20th May, 2018 £ 31,688.76

Barclays Pavilion Account 29th June, 2018 £ 2,266.79

Barclays Bank Current Account

Balance at 29th June £ 32,610.00

Total Bank Assets £ 66,565.55

7.2 Accounts for Payment & Authorised Transfers

The following payments were proposed by Mr Martin Needham, seconded by Mrs Penny Shoubridge and agreed in accordance with Appendix A of Standing Orders.

Payee	Purpose	Ex VAT	VAT	Total
Pre meeting payments				
Zurich Muncipal	Inv 31213887 Annual Premium	2933.18	0.00	2933.18
Current payments				
Ecotricity DD	Electricity Account Inv 3539565	77.29	3.86	81.15
Nick Speakman	Purchases (petrol, oil etc)	504.95	0.00	504.95
P Barclay	Purchases (Stationary, keys, watering equip)	156.04	0.00	156.04
SES Water	S&CC Water metered	144.69	0.00	144.69
All Seasons	Inv 1918 Sign board painting	1100.00	220.00	1320.00
C Manning	Handyman jobs to 12 July	345.00	0.00	345.00
Kings Landscapes	Invoices 15312/15372/15482	182.50	36.50	219.00
Mulberry & Co	Inv 3760 & 4013	210.00	42.00	252.00
RB Graphics	Inv4355	80.00	16.00	96.00
Salaries	Staff	tba	0.00	Tba
	Total	5733.65	318.36	6052.01

7.3 Future Projects

Mr Martin Needham advised that an updated Future Projects list was to be discussed at the Finance Committee meeting scheduled for the 17th.

7.4 Finance Committee Meeting

A Finance Committee meeting was scheduled for 17th July.

8 LAND AT BRICKFIELD LANE

The Clerk advised an acknowledgement had now been received of the request.

9 GATWICK MATTERS

Ms Carolyn Evans informed the meeting that there was a GATCOM meeting scheduled for the 19th July.

The Clerk advised that there was concern being raised by the community noise groups represented on the Noise Management Board about the apparent failure of Gatwick to mitigate noise impact that was caused by current growth of the airport and they were demanding that a better balance between noise & growth be struck.

10 HORSE HILL OIL EXPLORATION

Ms Lisa Scott advised that the footpath to the south of site had been damaged and blocked in places. Ms Scott requested we approach Salfords & Sidlow PC to establish if anything was being done about the path as it was in their boundary.

11 REPORTS FROM REPRESENTATIVES

The Rural Crime Forum had been re-established and the next meeting was scheduled for the 18th of July. No members were available to attend. Mr Nick Hague proposed, Mr Martin Needham seconded that the Clerk be delegated to attend for the council and the members present agreed.

12 COMMUNITY EVENTS & AFFAIRS

12.1 BT Telephone Box – Hookwood

The Clerk was requested to write formally to Hello Hookwood with the appropriate permissions to proceed with the defibrillator installation.

12.2 Parish Council forward Strategy Plan

Nil further

12.3 Blue Bird House Hookwood Planning & Anti- Social Behaviour

Mole Valley had informed the Clerk that a meeting was to be called in July to update residents on action and results taken to date.

12.4 Defibrillator

The Clerk advised that a suitable sign indicating the location had been identified and would be ordered.

12.5 Earthquakes

The British Geological Survey had issued a further press release giving details of more recent recorded minor earthquakes in the area. Mole Valley District Council had issued a press release confirming they were maintaining communication with BGS and with Surrey County Council to ensure residents concerns were properly investigated. Responses to Charlwood Parish Council letters to various parties had been circulated to members.

13 PROCEDURES AND STANDING ORDERS OF THE COUNCIL

13.1 Child & Vulnerable Adult Protection Policy

Nil report

14 EMPLOYMENT MATTERS

Nil report

15 PUBLIC COMMENTS

None

16 DATES OF FORTHCOMING MEETINGS

DATE	PURPOSE	VENUE	TIME
13 th August	Planning & Highways	6 Sewill Close	7:30pm
15 th August	Services & Amenities	Sports & Community Centre	7:30pm
17 th September	Charlwood Parish Council	Sports & Community Centre	8:00pm
21 st /22 nd July	Charlwood Music Festival	Churchyard	12-1800

Meeting closed at 2145