

CHARLWOOD PARISH COUNCIL
MINUTES of THE COUNCIL MEETING
MONDAY, 15th OCTOBER, 2018
IN CHARLWOOD SPORTS & COMMUNITY CENTRE

PRESENT

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

1 APOLOGIES

None

2. DECLARATIONS OF INTEREST

None

3 APPROVAL OF MINUTES OF PREVIOUS MEETING HELD ON 17th Sep 2018

Mr Martin Needham proposed, Mrs Penny Shoubridge seconded, that the Minutes of the meeting held on 17th September 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

Mrs Hilary Sewill asked that congratulations be passed to all the volunteers involved with the war memorial stone work and refurbishment project.

Mrs Sewill asked if any response had been received from the public regarding the Future Mole Valley scheme. The Clerk advised that two letters had been received. Mrs Sewill added that she was opposed to the inclusion of the triangle of land behind Providence Chapel being included in the boundary change.

Mr Martin Needham asked if members of the public were aware of the proposals and one only knew of the plans. County Councillor Helyn Clack informed the meeting that she had only been informed of the proposals in the past week.

5 REPORT OF THE PLANNING AND HIGHWAYS COMMITTEE

5.1 Planning Comments

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

5.2 Highways Matters

5.2.1 Traffic Calming – update

Mr Martin Needham informed the meeting that the report from 2020Consultancy had now been received.

Mr Martin Needham proposed, Mrs Penny Shoubridge seconded, that a meeting for councillors be arranged within the next 30 days with 2020Consultancy to understand, evaluate and expand on the report and the council present agreed.

5.3 Mole Valley Local Plan Consultation – Future Mole Valley

Mr Nick Hague advised that the Planning Committee considered that the proposals for Hookwood should be viewed with caution noting particularly the lack of infrastructure to support the plans.

Mr Martin Needham proposed, Mr Nick Hague seconded, that the parish council arrange public meetings in each of Hookwood and Charlwood and delay the response to Mole Valley until after the public meetings and the council present agreed.

Mrs Hilary Sewill offered to give support with preparing the response.

5.4 Listed Buildings & Buildings of Community Interest

Mr Nick Hague advised that initially the four pubs in the parish had been selected for submission as buildings of community interest and the appropriate applications would be submitted with a view to completion in 12 months.

6 REPORT OF THE SERVICES AND AMENITIES COMMITTEE

Mrs Penny Shoubridge presented the Services and Amenities report as attached.

Mrs Penny Shoubridge proposed, Mr Nick Hague seconded that the quote from All Season to fell four lime trees and replace with 4 type 12/14 lime trees and as identified in the Lime Tree Report be accepted and the council present agreed.

Mr Martin Needham reported that the grant of £2000.00 for the Archive Room installations from the Charlwood Society had now been confirmed and an application for the balance now remained with JB&TMT. He was also concerned that JB&TMT has taken 5 months to respond to the initial request for a grant.

7 REPORT OF THE FINANCE COMMITTEE

7.1 Payments Received & Cleared payments

Barclays Deposit Account 28th September, 2018	£ 31,704.99
Barclays Pavilion Account 28th September, 2018	£ 2,267.96
Barclays Bank Current Account	
Balance at 28th September	£ 61,406.63
Total Bank Assets	£ 95,379.58

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
Salaries & HMRC	Salary Oct 2018	1030.48	0.00	1030.48
P Barclay	Purchases –Tablets & SLCC membership	531.64	73.32	604.96
Microshade	Invoices 10098 & 11042	315.80	63.16	378.96
Mulberry	Inv 4302 Payroll Services	105.00	21.00	126.00
MHC Traffic	Inv 514/18 ATC Surveys	1840.00	368.00	2208.00
Kings Landscapes	Inv 15372 & 15695	135.80	27.16	162.96
PKF Littlejohn	Inv SB201803820 External Audit	400.00	80.00	480.00
	Total	4358.72	632.64	4991.16

7.3 External Auditors Report

Members noted that the External Auditor has failed to complete the External Audit in the required time scale and had issued an Interim Certificate.

7.3 Future Projects – update

There no further items to be included.

7.5 Grant application Church lighting

Mr Nick Hague proposed, Mrs Penny Shoubridge seconded that the council approve a grant of £1000.00 towards the St Nicholas Church Lighting Fund and the council present agreed.

8 LAND AT BRICKFIELD LANE

Update

The Clerk advised a request had been made to SALC for advice on whether it was still necessary to have a Valuation Office valuation or if three commercial valuations were sufficient. County Councillor Helyn Clack offered to enquire from the counties legal department if this was acceptable.

9 GATWICK MATTERS

Gatcom 18th October

Mr Nick Hague advised that the next Gatcom meeting was scheduled for Thursday 18th October .

The Clerk advised that he had been briefed that at the Gatcom meeting the airport would be publishing their draft Master Plan outlining proposals for detailed investigation into the use of the Emergency Runway as an operational runway offering an increase of round 30% in capacity.

Mr Martin Needham proposed, Ms Carolyn Evans seconded, that the Charlwood Parish Council's would oppose Gatwick plans for any unsustainable growth and development that impacts on the Parish of Charlwood and this would include any changes of use of the emergency runway and the council present agreed.

Transport Forum 12th October, 2018

Mrs Penny Shoubridge informed the meeting that she had attended the forum together with Mr Nick Hague and Ms Lisa Scott. The forum was in reality a 'back-patting' exercise for Gatwick extolling the achievements in the Fastway bus service and the investment proposals for Gatwick Station. There was little being offered for east-west rail connections. Mrs Shoubridge suggested that there could be some investigation into sourcing investment from Gatwick into the parish bus transport structure.

10 HORSE HILL OIL EXPLORATION

10.1 Future applications and use of professional consultants

The meeting noted that an application had been made by Surrey County Council to Reigate & Banstead for a scoping assessment (a request to determine if an environmental impact assessment was required) for potentially 4 further wells at the Horse Hill site. The Clerk advised that this is a preliminary process not a formal planning application and that Charlwood Parish Council were not a consultee for this process.

Ms Lisa Scott informed the meeting that heavy transport vehicles scheduled for the Horse Hill site within restricted hours were parking up in the Tesco Hookwood for up to two hours pending routing to the drill site for delivery within hours. The Clerk was asked to approach Tesco Store Manager and establish whether Tesco management were aware.

Councillor Helyn Clack offered to investigate whether this procedure was in contravention of the site planning conditions.

11 REPORTS FROM REPRESENTATIVES

Mrs Penny Shoubridge was virtually ready to send but needed final articles and should be reviewed and finalised by the next meeting.

12 COMMUNITY EVENTS & AFFAIRS

12.1 BT Telephone Box – Hookwood

In discussion the councillors agreed there was no practical location for a defibrillator that provided a suitable benefit in the Withey nor in the telephone box. Mr Martin Needham suggested there be further investigation into possible location beside the bus stop on Povey Cross Road where there was a significant footfall and vehicle flow.

The Clerk advised that there was a maintenance programme required for the installed defibrillator which involved weekly observation checks. Originally this had been covered by Ms Lisa James who had now left the council. The Clerk was asked to enquire if she was still willing to do the checks, or if not approach the shop owners. Ms Carolyn Evans advised that if neither were available she would volunteer to do it.

12.2 Parish Council forward Strategy Plan – Future Mole Valley

Details had been discussed in Items 4 & 5.3 above.

12.4 Defibrillator

The Clerk advised that the landlord of the Half Moon Public House had offered an internal use defibrillator for installation in the Sports & Community Centre following a fund raising programme in the pub. The Clerk advised that such an installation could not be connected to the NHS public access programme as applied to the shop mounted unit.

Mr Martin Needham proposed, Mr Nick Hague seconded, that the council accept Mr Liveridge's offer and the council present agreed.

12.5 Earthquakes

The meeting noted a further minor earth quake rated at 0.8 had occurred on 28th September in the area. No further information on earthquakes had been received from either the British Geological Survey or Mole Valley District Council.

12.6 Run Gatwick 2019

The Clerk advised that the organisers had been in contact and confirmed the event would take place on 12th May 2019. The organisers stated they were very keen for Charlwood to participate again. Mrs Penny Shoubridge advised that as soon as more information was released she would be happy to be involved.

13 PROCEDURES AND STANDING ORDERS OF THE COUNCIL

Nil report

14 EMPLOYMENT MATTERS

Mr Martin Needham suggested the Employment Committee complete the review of the Booking Clerk's contract by email.

15 PUBLIC COMMENTS

None

16 DATES OF FORTHCOMING MEETINGS

DATE	PURPOSE	VENUE	TIME
7 th November	Future Mole Valley Public Meeting	Charlwood Sports & Community Centre	7:00pm
13 th November	Planning & Highways	6 Sewill Close	7:30pm
14 th November	Services & Amenities	Sports & Community Centre	7:30pm
19 th November	Charlwood Parish Council	Hookwood Memorial Hall	8:00pm

The meeting closed at 2145