

DUNSFOLD PARISH COUNCIL

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Unit 3, The Orchard
Chiddingfold Road
Dunsfold
GU8 4PB

MINUTES

Minutes of the Parish Council Meeting held on Thursday 16th November 2017
at 7.30 pm in the Winn Hall , Dunsfold.

Cllrs Present:

Cllr Stephen Hayward, Acting Chairman

Cllr Rupert Jones

Cllr John Gray

Cllr Roy Enticknap

Cllr Jean Martin

Cllr Nick Shepherd

Clerk to the meeting:

Mrs Celeste Lawrence, Clerk & RFO

Public: 1

1. APOLOGIES FOR ABSENCE

Cllr Steven Haines.

2. DECLARATION OF INTERESTS

None.

3. SUSPEND THE MEETING FOR THE COMMONS MEETING TO TAKE PLACE

The Acting Chairman reported on the proceedings of the Commons Committee meeting held and it was RESOLVED to adopt the recommendations as recorded in the Commons Committee minutes.

4. MINUTES OF THE OCTOBER MEETING

The draft minutes of the meetings held on the 19th October meeting as circulated, were proposed by Cllr Enticknap; seconded by Cllr Gray and unanimously agreed as a true record for the Chairman to sign.

5. REVIEW OF ACTIONS FROM THE OCTOBER PARISH COUNCIL MEETINGS

None.

6. SATURDAY SURGERY

Nothing to report.

7. NEIGHBOURHOOD PLAN

The Terms of Reference as had been adopted at the meeting on the 19th October state the delegated authority given to the councillors on the NP team and no further action was required.

It was requested that a formal report on the progress of the NP be made on a monthly meeting of the Parish Council. The minutes of the NP meeting would be published on the website, meanwhile the Clerk would circulate the NP meeting minutes to the Parish Council.

8. PROPOSED KGV PHONE MAST

Cllr Jones reported that the draft lease had been received and the amended draft lease had been sent to CITL's solicitors. A response was pending.

The Fields in Trust application is ready to send.

Carter Jonas would prepare a draft valuation for the Charities Act.

Cllr Jones further reported that the lease needed to be agreed if the KGV was to receive the incentive of £3500 by the end of November.

9. VANDERBILT HOMES

Cllr Hayward reported that Cllrs Haines, Hayward & Enticknap along with the Clerk had been on two site visits; one being a site in progress and the other of a completed build. Cllr Enticknap commented on the tidy state of the site.

As a consequence of the discussions at the meeting, Vanderbilt Homes had sent a new proposal and plans. All of the Councils suggestions had been agreed by Vanderbilt and the plans had reverted to the original suggestions. The only change was to the pitched roof which would adjoin the garage to the houses allowing more internal space. Cllr Gray abstained from the vote but expressed a concern that the infilling may affect the streetscape.

Cllr Enticknap proposed and Cllr Hayward seconded and it was unanimously agreed to the change of the infilling of the space between the garage and house with a pitch roof.

The Acting Chairman opened the meeting to the public at 8.35pm.

The cricket club have removed their old cricket pitch covers outside the cricket pitch on on to the common. The Clerk to write to the cricket club to have them removed.

The Acting Chairman closed the meeting to the public at 8.37pm.

10. DATA PROTECTION POLICY

Circulated prior to the meeting. It was RESOLVED to agree and adopt the policy. The policy would be reviewed at the June 2018 meeting. Proposed by Cllr Shepherd and seconded by Cllr Enticknap and unanimously agreed.

11. DOCUMENT RETENTION SCHEME

Circulated prior to the meeting. Cllr Gray requested that the bank statements be changed to being retained for 6 years. All agreed. Proposed by Cllr Shepherd and seconded by Cllr Enticknap and unanimously agreed.

12. EMAIL AND INTERNET POLICY

Circulated prior to the meeting. It was RESOLVED to agree and adopt the policy. The policy would be reviewed at the June 2018 meeting. Proposed by Cllr Shepherd and seconded by Cllr Enticknap and unanimously agreed.

13. SURREY WASTE LOCAL PLAN

It was agreed that no response was required.

14. WAVERLEY BOROUGH COUNCIL

Cllr Gray reported that WBC was losing the majority of the larger planning application appeals being made. The proposed plan for WBC to buy commercial property to provide income was still in place however there are some concerns about the plan.

WBC had paid £25k of the easement money that was allocated to funding the tennis court flood lights.

15. SURREY COUNTY COUNCIL

Cllr Gray requested that Surrey Council Councillor Victoria Young was invited to the next meeting on December 7th.

16. PLANNING NOTIFICATIONS

WA/2015/2395 - Dunsfold Park, Stovolds Hill

Hybrid Planning Application;

Decision: Pending - Appealed

WA/2016/1034 - Wetwood Farm, Chiddingfold Road, Dunsfold

Outline application for the erection of agricultural buildings of over 3,000 sq m to house up to 350 boars (male pigs) for use in artificial insemination including associated laboratory and parking following demolition of existing poultry buildings.

Decision: Pending

WA/2016/1976 - Land East of Benbow Lane, Dunsfold Road, Alfold

Change of use from disused aerodrome to Nature Reserve.

Decision: Pending

WA/2016/1954 - Land East of Benbow Lane, Dunsfold Road, Alfold
Erection of a building to accommodate a museum (Use Class D1) with ancillary parking and access.
Decision: Pending

WA/2017/1565 - Upper Ifold House, Upper Ifold, Dunsfold, GU8 4NX
Alterations to existing stables to provide garaging for cars together with storage for garden and pool equipment.
Decision: Full permission

WA/2017/1616 - Frys Cross Farm, Knightons Lane, Dunsfold, GU8 4NY
Erection of a dwelling following removal of existing mobile home (log cabin).
Decision: Full permission

WA/2017/1647 - Burningfold Polo Centre, Burningfold Manor, Plaistow Road, Dunsfold, GU8 4PF
Certificate of Lawfulness under Section 191 for use of the building as a club house by the Polo club and also for use for parties and weddings.
Decision: Pending

WA/2017/1795 - Foxes, Knightons Lane, Dunsfold, GU8 4NU
Construction of a sand school for private equestrian use.
Decision: Full permission

WA/2017/1887 - Corner Ways, 19 Griggs Meadow, Dunsfold, GU8 4ND
Erection of a single story extension.
Cllr Gray declared an interest and abstained from the discussion.
Decision: Pending

WA/2017/1815 - Land adjacent to Springfield Cottage, Alfold Road, Dunsfold, GU8 4NP
Erection of 8 dwellings (6 affordable) along with access and associated works.
Decision: Pending

17. PLANNING APPLICATIONS

DW/2017/0053 - Elm Tree House, The Green, Dunsfold, GU8 4LZ
The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.03m, for which the height would be 3.99m, and for which the height of the eaves would be 2.52m.
Decision: No comment.
The Clerk to write to the owners to request the removal of the skips placed on the common.

WA/2017/2051 - Willards Farm, The Common, Dunsfold, GU8 4LB
Erection of an agricultural store building.
Cllr Gray abstained from the discussion.
Decision:

WA/2017/2052 - Willards Farm, The Common, Dunsfold, GU8 4LB
Erection of an agricultural barn.
Cllr Gray abstained from the discussion.
Decision:

18. VILLAGE PROJECTS

KGV - As reported, the tennis club flood lights have been installed. The plans for the patio area and the bar back room to be circulated to all members. The Clerk to check the insurance implications of getting a panini and coffee machine installed.

Play Area - To be put back on the December agenda to allow members time to consider the options. Cllr Martin to lead this project.

19. CORRESPONDENCE

CAW - request for grant. All AGREED a grant to be made of £250 as per the 16/17 precept.

20. RECEIPTS AND PAYMENTS

Payments		
Celeste Lawrence	PAYE for October	802.62
Post Office Ltd	Tax and NI for October	47.08
The Surrey Pension Fund	October contribution	177.67
Information Commissioner	Data protection renewal	35.00
Cleverwoof	Web hosting November	28.80
Winn Hall MC	Hall hire	22.00
Rick Walker	Clearance Shoppe Hill	280.00
Dunsfold Tennis Club	Reimbursement for flood lights (easement money from WBC)	14220.00
LTL Floodlighting	Floodlights as above	9652.80
		25265.97
Income		
Waverley Borough Council	Easement payment for floodlights	25000.00

21. FINANCIALS

Cllr Gray reported that there would be a possible overspend of £2 - 3k for this financial year. If all of the precept monies had been spent, the overspend would likely be £16k. He further reported that meetings would start to discuss the 17/18 precept and a draft would be produced at the December meeting along with a forecast for the end of the 16/17 financial year.

22. FUTURE AGENDAS

None.

There being no further business, the Chairman closed the meeting at 9.25 pm. The next Parish Council meeting will be held on 7th December 2017 at 7.30pm.

Chairman.....

Dated.....