

# DUNSFOLD PARISH COUNCIL

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Unit 3, The Orchard  
Chiddingfold Road  
Dunsfold  
GU8 4PB

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## **MINUTES**

Minutes of the Parish Council Meeting held on Thursday 15th March 2018  
at 7.30 pm in the Winn Hall , Dunsfold.

Cllrs Present:

Cllr Steven Haines, Chairman

Cllr Rupert Jones

Cllr John Gray

Cllr Roy Enticknap

Cllr Jean Martin

Clerk to the meeting:

Mrs Celeste Lawrence, Clerk & RFO

Public: 1

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1. APOLOGIES FOR ABSENCE

Cllr Stephen Hayward, Vice Chairman ; Cllr Nick Shepherd.

2. DECLARATION OF INTERESTS

None.

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

The Chairman reported on the proceedings of the Commons Committee meeting held and it was RE-SOLVED to adopt the recommendations as recorded in the Commons Committee minutes. Proposed by Cllr Martin and seconded by Cllr Enticknap.

4. MINUTES OF THE FEBRUARY MEETING

The draft minutes of the meetings held on the 15th February 2018 meeting as circulated, were proposed by Cllr Enticknap; seconded by Cllr Hayward and unanimously agreed as a true record for the Chairman to sign.

5. REVIEW OF ACTIONS FROM THE FEBRUARY PARISH COUNCIL MEETING

None.

6. SATURDAY SURGERY

The state of the path and the resulting puddles was raised. The rose bush encroaching on the public pathway in front of Cosmos Cottage was raised. Signs for the works at site 747 to stop large vehicles going in to Nugents Close and safety measures for when trucks arrive at site were discussed.

The May 2019 elections were discussed - all members were to encourage any interested people who would be active members of Council to stand for election.

7. NEIGHBOURHOOD PLAN (NP)

Cllr Haines reported that the NP team had held a meeting on 13th March which Gayle Wootton from Waverley Borough Council attended. He reported that a newsletter had been distributed, there is a Community Engagement strategy in place, the Call for Sites was now closed and the applications were now with AE-COM. A Housing Needs Survey was due to go out - thanks to Waverley for paying for the survey to be done. AECOM would also be doing a top down Housing Needs Survey.

Cllr Haines reported that more people were needed who could help with the writing of the NP. There was an

underspend on the grant money which needed to be paid back the Groundworks and a new grant would be applied for.

Cllr Haines lastly reported that Cllr Gray was now the Vice Chairman of the NP team.

Cllr Gray presented a petition of 97 signatories expressing the view that site 747 should be explored.

### **The Chairman opened the meeting to the public at 8.35pm**

The NP was further discussed.

### **The Chairman closed the meeting to the public at 8.45pm**

#### 8. PHONE MAST

The Clerk was requested to send a copy of the Fields in Trust invoice to Cllr Jones. Cllr Jones reported that negotiations would need to restart due to the new government telecoms code.

#### 9. VANDERBILT DEVELOPMENT

A road naming application SNN1831A was considered. It was agreed that the Clerk would request an extension to the decision target date from Waverley as the Parish Council would like to open this to the village for suggestions with a local connection for the road name.

#### 10. MEETING DATES FOR 2018/19

Proposed meeting dates as circulated prior to the meeting were agreed - copy attached. Proposed by Cllr Haines; seconded by Cllr Martin and unanimously agreed to set the dates, times and place of the Parish Council meetings and the Annual Parish meeting for the forthcoming year.

#### 11. WAVERLEY BOROUGH COUNCIL

Cllr Gray urged the Council to meet with the newly appointed CEO of Waverley Tom Horwood. Clerk to arrange a meeting.

#### 12. SURREY COUNTY COUNCIL

Cllr Haines reported that he had attended the Waverley Local Committee meeting. The appalling state of the local roads has to be raised with Cllr Victoria Young highlighting Alfold Road.

#### 13. 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/2017/1815 - Land adjacent to Springfield Cottage, Alfold Road, Dunsfold, GU8 4NP

Erection of 8 dwellings (6 affordable) along with access and associated works.

Decision: Pending

WA/2017/2144 - Chiddingfold Storage Depot, Chiddingfold Road, Dunsfold, GU8 4PB

Consultation on a county matter for an extension to the principal building ('Building A') to provide additional storage area (Class B8) and processing area; change of use of site as described in planning permission WA/2011/0863 dated 31 March 2015 to include the reprocessing of clutches in 'Building B'; re-siting of 4 x containers and erection of a landscape machinery store.

Decision: No objection

AG/2018/0001 - WILLARDS FARM, THE COMMON, DUNSFOLD, GODALMING, SURREY, GU8 4LB  
G.P.D.O Schedule 2 Park 6: For Construction Of Access Track With Agricultural Holding.

Decision: Prior approval not required

WA/2018/0259 - STREET RECORD, HOOK HOUSE LANE, DUNSFOLD, SURREY  
Construction Of Field/Farm Access And Associated Works.

Decision: Pending

WA/2017/2407 - BARN CENTRED COORDINATES 500635 135415 ON SOUTH SI, CHAPEL HILL,  
DUNSFOLD,SURREY,  
Erection Of A Single Storey Extension.

Decision: Withdrawn

#### 14. PLANNING APPLICATIONS

WA/2018/0382 - 2 Victory Cottages, The common, Dunsfold, GU8 4LE

Erection of garage

Decision: No objection.

Barn on the South side of Chapel Hill, Dunsfold, GU8 4NZ

Notice under Article 13 of application for planning permission for household development.

Decision: Received and noted.

Land adjacent Springfield Cottage, Alfold Road, Dunsfold, GU8 4NP

Notice under Article 13 of application for planning permission for household development.

Decision: Received and noted.

Chiddingfold Storage Depot, Chiddingfold Road, Dunsfold, GU8 4PB

Extension to the principle building ("Building A") to provide additional storage area (Class B8) and processing area; change of use of site as described in planning permission WA/2011/0863 dated 31 March 2015 in include the reprocessing of clutches in "Building B"; re-siting of 4 x containers and erection of a landscape machinery store.

Decision: No objection.

WA/2018/0372 - Saddlers, Plaistow Road, Dunsfold, GU8 4PF

Certificate Of Lawfulness Under Section 192 For Erection Of A Detached Outbuilding.

Decision: Query if it with in the curtilage. If permission is to be granted, request condition imposed so that the building cannot be used as ancillary accommodation.

#### 15. VILLAGE PROJECTS

Cllr Haines reported that the play area works would commence in May and be completed in June.

#### 16. CORRESPONDENCE

LCR magazine subscription for 2018/19 - it was agreed that the Council would no longer receive these magazines.

17. RECIEPTS AND PAYMENT

Payments		
Celeste Lawrence	PAYE Feb	802.62
HMRC	Tax & NI Feb	47.08
The Surrey Pension Fund	Feb contribution	225.11
The Surrey Pension Fund	Jan contribution	225.11
The Surrey Pension Fund	Dec contribution	225.11
The Surrey Pension Fund	Underpaid Jan 17 - Nov 17	521.84
Celeste Lawrence	Stamps & postage	15.52
Winn Hall MC	Hire of hall	11.00
Andrew Wragg	Cleaning and care taking Feb	500.00
Post Office Ltd	BT phone	152.04
Celeste Lawrence	Stationary	92.76
Cleverwoof Ltd	NP printing	772.32
		<b>3590.51</b>
Income		
Chubb	Refund	42.50

18. FINANCIALS

The Clerk reported that the internal audit would be undertaken by Peter Frost of Peter J Consultancy and would take place on 2nd May.

It was agreed that Cllrs Hayward, Jones and Gray would be signatories on the Lloyds internet banking mandate.

19. FUTURE AGENDAS

None.

There being no further business, the Chairman closed the meeting at 9.30 pm. The next Annual Parish Council meeting will be held on 17th May 2018 at 7.30pm.

Chairman.....

Dated.....

Item 10

Dunsfold Parish Council Meeting Dates 2018/19

14th June 18	DPC
19th July 18	DPC and CC
16th August 18	DPC
20th September 18	DPC and CC
18th October 18	DPC
15th November 18	DPC and CC
13th December 18	DPC
10th January 19	Precept, DPC and CC

21st February 19

DPC

14th March 19

DPC and CC

11th April 19

Annual Parish meeting (following week is Easter)

16th May 19

Annual Parish Council meeting \*note am yet to confirm the date of elections but this meeting will be with the newly elected Councillors.