

# DUNSFOLD PARISH COUNCIL

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Chiddingfold Road  
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## **MINUTES**

Minutes of the Parish Council Meeting held on Thursday 20th July 2017  
at 7.30 pm in the Winn Hall , Dunsfold.

Cllrs Present:

Cllr Steven Haines, Chairman

Cllr Stephen Hayward, Vice Chairman

Cllr John Gray

Cllr Jean Martin

Cllr Rupert Jones

Cllr Roy Enticknap

Cllr Nick Shepherd

Clerk to the meeting:

Mrs Celeste Lawrence, Clerk & RFO

Public: 17

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### 1. KITEWOOD PROPOSED HOUSING

Cllr Gray declared an interest and would not take part in any discussion.

Mr Crozier had no plans for a proposed development of site 638 but sought to seek the Council's views on what housing was actually needed. A pre-application meeting had been had with Waverley and it had been discussed that a development of up to 18 units, of which 40% (instead of the 30% required) would be affordable, was thought to be a guide as to what could be provided on the land. The Council expressed the view that it was thought to be premature to start discussions until the approved development on the adjoining site 747 was completed to assess the quality and style.

### 2. APOLOGIES FOR ABSENCE

None.

### 3. DECLARATION OF INTERESTS

Cllr Gray had declared an interest on item 1.

### 4. SUSPEND THE MEETING FOR THE COMMONS MEETING TO TAKE PLACE

Cllr Gray reported that new furniture had also been placed on the common at The Sun Inn. It was further reported that the shop had put chairs and tables on the common but had not sought permission from the Council. It was AGREED that a common policy be developed so that all residents and businesses would know what procedures were in place. Proposed by Cllr Gray; seconded by Cllr Martin. Cllr Shepherd to ACTION.

The 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.

### 5. MINUTES OF THE JUNE MEETING

The draft minutes of the meeting held on the 15th June as circulated, were proposed by Cllr Gray; seconded by Cllr Martin and unanimously agreed as a true record for the Chairman to sign.

### 6. REVIEW OF ACTIONS FROM THE JUNE PARISH COUNCIL MEETINGS

Item 9 - it was reported that the tree work at Wrotham Hill had taken place by Waverley Borough Council after the Council confirmed that it did not wish the land to be added to the commons lease.

7. CHAIRMANS REPORT

Nothing to report.

8. INTERNAL REPORT

The internal audit had taken place on 19th May by Mr Peter Frost of Peter J Consultants and had agreed the figures and completed the annual internal report 2016/17. It was RESOLVED that the internal audit and recommendations as circulated to all Councillors be AGREED. Proposed by Cllr Haines and seconded by Cllr Jones.

9. NEIGHBOURHOOD PLAN

Cllr Haines reported that the inaugural meeting of the NP group consisting of 9 members, had taken place. He requested that a NP steering group be set up and a Chairperson needed to be found. It was AGREED that a steering group would be set up, proposed by Cllr Gray; seconded by Cllr Enticknap. Cllrs Gray and Enticknap would both be on the steering group and the Terms of Reference would be produced by the Council.

**The Chairman opened the meeting to the public at 8.30pm.**

No comments

**The Chairman closed the meeting to the public at 8.30pm.**

10. SURREY COUNTY COUNCIL COMMUNITY CENTRE RECYCLING CONSULTATION

Cllr Jones had circulated a possible letter of objection to the proposed closure of 4 recycling centres in the County. It was AGREED that the Clerk would send the response.

11. PROPOSED TELECOMMS MAST AT KGV

The Clerk had circulated quotes for the specialist surveyors required from Jonas Carter and Amsy. It was AGREED that the Clerk would instruct Jonas Carter to act on behalf of the KGV to negotiate Heads of Terms with CiTL. Proposed by Cllr Jones and seconded by Cllr Hayward.

A member of the public expressed concern that Waverley had not consulted all the households listed on the website. The Clerk will write to Waverley to request that the consultation papers go to all households in the area.

12. DEFIBRILLATOR

It was AGREED to defer the decision on this until the shop committee had met as it was thought that the shop committee were better placed to monitor and upkeep the defibrillator as it was sited at the shop. Mr Woodward would report back after the shop meeting.

It was suggested that if the shop committee were to adopt the responsibility of the defibrillator, then the Council should consider making an annual grant.

13. INSURANCE RENEWAL

Cllr Haines to assist the Clerk in doing a full review of the Councils insurance arrangements.

14. SATURDAY SURGERY

Cllr Haines reported that the turnout had been higher than previously and that the Local Plan Part 2 was the main topic of discussion. As a consequence, Cllr Haines had produced a flyer urging all residents to respond to the consultation and information on how the responses could be made.

15. PUBLIC CONSULTATION

Cllr Haines reported that the consultation had been "lively". The village consultations would continue so the Council could continue to hear the views of all Dunsfold residents on matters concerning the village. It was AGREED that the Council respond to the consultation.

16. KGV MANAGEMENT REPORT

Cllr Haines reported that a new flooring material had been agreed and that new chairs and tables had been purchased.

17. WAVERLEY BOROUGH COUNCIL

Cllr Gray reported that the big issues for Waverley currently were the appeals on the Springbok and Dunsfold Park.

He further reported that Tom Horwood would act as CEO for 6 months. And that there were budget problems due to the amount of money spent on judicial reviews.

18. SURREY COUNTY COUNCIL

Nothing to report.

19. PLANNING NOTIFICATIONS

WA/2016/2395 - 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/2017/0794 - 4 Victory Cottages, The Common, Dunsfold, GU8 4LE

Erection of a single storey front extension and alterations; erection of a detached garage following demolition of existing garage.

Decision: Full permission

WA/2017/0862 - Knightons Lodge, Knightons Lane, Dunsfold, GU8 4NU

Erection of a detached outbuilding for ancillary domestic use following demolition of existing outbuilding.

Decision: Full permission

WA/2017/0951 - Fry's Cross Farm, Knightons Lane, Dunsfold, GU8 4NY

Erection of a dwelling following removal of existing mobile home (log cabin).

Cllr Enticknap declared a non-pecuniary interest.

Decision: Refused

TC/2017/0006 - King George V Playing Fields Dunsfold Common Road, Dunsfold, GU8 4LY

G.P.D.O. Schedule 2, Part 16; for the installation of a 15m monopole with 3 antennas and 2 microwave dishes, 2 equipment cabinets and a meter cabinet and development ancillary thereto within a fenced compound.

Decision: Withdrawn

20. PLANNING APPLICATIONS

WA/2017/1172 - Willards Garden Cottage, The Common, Dunsfold, GU8 4LB

Certificate of Lawfulness under Section 192 for the erection of an extension.

Decision: No comment

WA/2017/1076 - 4 Blacknest Cottages, Chiddingfold Road, Dunsfold, GU8 4PB

Erection of porch and single-storey side extension and alterations following demolition of existing car port (revision of WA/2017/0615).

[Decision: Objection to be submitted.

#### 21. VILLAGE PROJECTS

Cllr Haines reported that the website is well underway. The domain name [dunsfold.org](http://dunsfold.org) would be used until we are able to use [dunsfoldvillage.uk](http://dunsfoldvillage.uk).

#### 22. CORRESPONDENCE

Surrey Clubs for Young People letter noted.

Neighbourhood Alert Scam Awareness letter noted.

#### 23. RECEIPTS AND PAYMENTS

Income		
<b>Waverley BC</b>	Precept, Council tax support	40890.00
Payments		
<b>RJ Walker</b>	Strimming	140.00
<b>Andrew Wragg</b>	KGV caretaker	400.00
<b>Post Office Ltd</b>	BT telephone	133.92
<b>Peter Frost</b>	Internal audit	261.37
<b>C&amp;A Tickner</b>	Printing	123.00
<b>Andrew Wragg</b>	KGV caretaker	500.00
<b>The Society of Local Council Clerks</b>	Annual subs	139.00
<b>Celeste Lawrence</b>	Clerks PAYE	840.57
<b>Post Office Ltd</b>	Tax and NI	47.08
<b>Celeste Lawrence</b>	Post and stamps	26.60
<b>Post Office Ltd</b>	BT internet	175.20
		<b>2786.74</b>

#### 24. FINANCIALS

Resolution - IN view of the loss of £5500 grant from Surrey County Council (Highways money) the costs covered by this grant which are in commons maintenance will be covered out of savings during the year or reserves and in subsequent years will be included in the precept without any recovery of costs from Surrey County Council. Proposed by Cllr Gray; seconded by Cllr Hayward and unanimously agreed.

#### 25. FUTURE AGENDAS

None.

There being no further business, the Chairman closed the meeting at 9.30pm.

Chairman.....

Dated.....

<b>Expenditure</b>		
<b>A &amp; S Pest Control</b>	Mole removal	84.00
<b>Post Office Ltd</b>	BT telephone	133.92
<b>Dale Valley Training</b>	Tree survey course	186.00
<b>Celeste Lawrence</b>	PAYE	839.61
<b>Post Office Ltd</b>	NI & tax	48.59
<b>Andrew Wragg</b>	KGV caretaker	500.00
<b>Steven Haines</b>	Wine for Annual Parish meeting	42.40
<b>RJ Walker</b>	Bollards & clearance	1375.00
		3209.52
<b>Income</b>		
<b>HMRC</b>	VAT	1274.51