

# DUNSFOLD PARISH COUNCIL

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## MINUTES

Minutes of the Parish Council Meeting held on Thursday 13th June 2019  
at 7.30 pm in the Winn Hall , Dunsfold.

Cllrs Present:

Cllr Stephen Hayward - Chairman

Cllr Rupert Jones - Vice Chairman

Cllr Kate Houghton

Cllr John Gray

Cllr Chris Lindesay

In attendance: Cllr Victoria Young

Clerk to meeting: Celeste Lawrence, Clerk & RFO

Public: 2

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### 1. APOLOGIES FOR ABSENCE

The apologies were AGREED from Cllrs Enticknap and Field who were both away.

### 2. DECLARATION OF INTERESTS

Cllr Hayward declared an interest in item 13 as he is a trustee of the Dunsfold Village School Trust.

Cllr Gray declared an interest in item 13 as he is the treasurer for the church.

### **The meeting was suspended for the Commons Committee meeting to take place.**

### 3. RATIFY COMMONS COMMITTEE MEETING

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

Proposed by Cllr Jones; seconded by Cllr Gray and unanimously agreed.

### 4. MINUTES OF THE PREVIOUS MEETING

The draft minutes of the meetings held on the 13th June 2019 meeting as circulated, were proposed by Cllr Jones; seconded by Cllr Lindesay and unanimously agreed as a true record for the Chairman to sign.

### 5. REVIEW OF ACTIONS FROM THE PREVIOUS PARISH COUNCIL MEETINGS

Item 4 Committees - Data Protection Officer role: still outstanding. Cllrs Hayward and Gray to discuss and report back at the September meeting.

### 6. PLANNING NOTIFICATIONS

WA/2019/0604 - BARN, LEYLANDS FARM, WROTHAM HILL, DUNSFOLD

Change of Use of Land to provide additional residential garden; erection of extensions and alterations to barn to provide additional residential accommodation, landscaping and associated works

Decision: Full permission.

PRA/2019/0003 - BARN, LEYLANDS FARM, WROTHAM HILL, DUNSFOLD

Prior notification application for change of use of agricultural building to one dwelling Use Class C3 and associated operational development.

Decision: Granted.

WA/2019/0725 and 0726 - Oak Tree Cottage, The Common, Dunsfold, GU8 4LE  
Erection of single storey extension and listed building consent for same.  
Decision: Full permission and listed building consent granted.

WA/2019/0821 and 0822 - The Old Rectory, Church Green, Church Road, Dunsfold, GU8 4LT  
Erection of extensions and alterations following demolition of existing extension.  
Cllr Gray declared an interest due to being the PCC treasurer.  
Decision: Pending.

WA/2019/0793 - Land North of Junction with Hurlands Lane and Knightons Lane, Dunsfold  
Application under section 73 to vary condition 1 of WA/2018/1600 (approved plan numbers) to allow variation to approved plans to plot 2.  
Decision: Pending.

WA/2019/0796 - Land South of Dunsfold Road and East of High Loxley Road, Dunsfold  
Consultation on a County matter; the construction operation and decommissioning of a well site for the exploration and appraisal of hydrocarbon minerals from one exploratory borehole (Loxley-1) and one side-track borehole (Loxley-2) for a temporary  
Decision: Pending.

#### 7. PLANNING APPLICATIONS

WA/2019/0979 - HURLANDS COTTAGE, HURLANDS LANE, DUNSFOLD, GU8 4NT  
Erection of a garage and carport following demolition of existing garage carport and annexe.  
Decision: No objection.

PRA/2019/0005 - DUNS COPSE, CHIDDINGFOLD ROAD, DUNSFOLD  
General permitted development order 2015 schedule 2 part 3 class q - prior notification application for change of use of agricultural building to 1 dwelling and associated operational development.  
Decision: Comments submitted.

WA/2019/1089 - LAND SOUTH OF DUNSFOLD ROAD AND EAST OF HIGH LOXLEY ROAD, DUNSFOLD,  
Consultation on a county matter; construction and operation of a highway junction and access off dunsfold road including: boundary and security fencing; access gates; removable bollards; internal access track; gatehouse cabin; bunding; and associated dr  
Decision: Object.

#### 8. SATURDAY SURGERY

It was noted that Councillors present nominated Cllr Hayward to speak at the Waverley meeting regarding the UKOG application on Tuesday 23rd July.

It was noted that the IGas application was still going ahead.

All Councillors AGREED that it is important to continue the Saturday surgery every 2nd month. It is to be publicised more effectively.

#### 9. 15TH AUGUST MEETING

It was AGREED to cancel the August meeting due to a number of Councillors and the Clerk being absent.

It was noted that the Millhanger application is imminent and would need to be called in as soon as it is published. Proposed by Cllr Houghton and seconded by Cllr Lindesay.

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

Clarification was sought on the subject of the nursery closure. Item 13 below deals with this. Parishioner wanted to make sure that it was noted that the tennis, football and social clubs have never had an objection to the nursery.

#### **The Chairman closed the meeting to the public at 8.40pm**

#### 10. AFFORDABLE HOUSING CONSULTATION

It was AGREED that no comment was required.

11. WEBSITE

Note attached as circulated prior to the meeting. It was AGREED that a new website be built to the required Parish Council guidelines to comply with statutory requirements and GDPR. The current website to have a page displayed as "under construction". Proposed by Cllr Lindesay; seconded by Cllr Houghton and unanimously agreed.

12. KGV MANAGEMENT REPORT

Note attached as circulated prior to the meeting.

13. NURSERY SCHOOL

Note attached as circulated prior to the meeting. It was AGREED that Cllr Hayward would request further information including a business plan from the potential operator. SCC Cllr Victoria Young AGREED to facilitate a meeting between the PC, SCC education and the property department.

14. NEIGHBOURHOOD PLAN

Nothing to report.

15. UK OIL & GAS

As discussed in item 7 planning applications.

16. WAVERLEY BOROUGH COUNCIL

The report as attached was noted.

17. SURREY COUNTY COUNCIL

The report as attached was noted.

18. RECEIPTS AND PAYMENTS

Expenditure		
RJ Walker	Commons work	430.00
Sage	Software	19.20
BT	Telephone & broadband	310.68
Jean Martin	Cable ties for play area	12.75
Peter Frost	Internal audit	206.70
SLCC	Annual subs	156.00
Celeste Lawrence	June PAYE	848.46
Glassworks Surrey	KGV window replacement	358.80
Stephen Hayward	iPad repair reimbursement	319.00
HMRC	June tax and NI	49.71
Surrey Pension Fund	June	227.92
Mr and Mrs Goodall	Office rent	180.00
KGV Centre Dunsfold	Grant June meeting	1000.00
Winn Hall	NP hall hire	27.50
		4146.72

Income		
Groundwork UK	NP grant	8196.00

19. VILLAGE PROJECTS

Roads - Cllrs Hayward, Gray and Enticknap would meet and report back at the September meeting.

20. CORRESPONDENCE

Emails from 2 parishioners regarding the nursery school were noted.

21. FUTURE AGENDAS

Review of commons lease.

22. PRESS AND PUBLIC

Exclusion of press and public in accordance with section 100A (2) and (4) of the LGA 1972 if required.

There being no further business, the Chairman closed the meeting at 21.40pm. The next Parish Council meeting will be held on 18th July 2019 at 7.30pm.

Chairman.....

Dated.....

CHAIRMANS REPORT

Item 11 Website

Having established that the current website is not being regularly updated due to the complicated code based interface, Rob Nunn has taken a look at improving the usability. He has looked at bolting on an interface plugin but has not found any that significantly improve the process.

The best solution seems to be to look at building a bespoke more user friendly editor/uploading facility which would cost between £300 and £550.

It is questionable as to whether this would be GDPR compliant.

The other alternative is to have a new website built which is easy to use and update and which is GDPR compliant and designed by a company specialising in PC websites. I have been looking at these people:

<https://parishcouncilwebsites.org.uk>

Please do take a look. If we take this route then I would recommend a 'Premium' level site which would cost £599.00 to set up and have an annual maintenance charge of £300.00.

I now have a demo website and am testing it to see how easy it is to use.

Item 12 KGV Management Report

The KGV management committee had their usual monthly meeting with the KGV user groups on Monday.

The football club reported that the bar had taken £666.00 at it's end of season social event and that next season they will have 2 teams each playing home and away alternate weeks. They requested extra help to run the bar for the additional weekends they will now be playing.

The Tennis club announced that they will be holding a 2 week 'Summer Camp' starting 12 August.

Stacey Medayler is progressing with the establishing of a Youth Club with the help of Sheila Jones and the Church.

New signage for the KGV was further discussed. It has been agreed that the KGV would like to have a finger post near the road on the common similar to the shop one. At the entrance to KGV itself would be a larger sign indicating the various users. These would be paid for from the Gratton Chase s106 money once received. Design of the larger sign is in progress.

Other 'wishlist' projects were discussed including a floodlit Multi Use Games Area (MUGA) and indications are that this would cost in the region of £100,000 and could attract Netball, Basketball, Football Training groups. Also discussed was lighting for the football pitch at a cost of around £25,000 and the football club have been asked to put forward a proposal.

Also discussed was the possibility of a new building following a discussion with Cowfold Parish Council who have just completed a fantastic new sports pavillion funded by a Public Works loan with fixed interest over 50 years!

#### Item 13 Nursery School

As the nursery school is closing at the end of this week a decision needs to be made as to whether the Parish Council supports the continuation of nursery education in the village and if so where.

A potential new operator has come forward as previously explained and has said that he is still keen to take over by providing nursery care with before and after school clubs.

#### WAVERLEY COUNCILLOR REPORT

##### 1. Depositing of Builders Waste

Knightons Lane Enforcement visit by SCC and Waverley (Landowner present) identified unauthorised waste was being deposited SCC given landowner until 31st July to return the site to its former contours by 31st July JG will chase after deadline.

##### 2. S106 Monies Grattons Chase

£170k Pathways and road improvements money with parish Council £82k Waverley have KGV Money £50K and will cancel our loan - confirmed by G Clark S151 officer Environmental Improvements (Signs etc and Road marking shop) -£14,223.16 is with Waverley and they are awaiting a legal document to allow claw back if challenged by developer on basis of not being spent on specified purposes. Woodland Payment - £20,016 plus indexation - for initial clearance of wood from School pond to bend on Dunsfold Common Road and 10 year maintenance - this money is with Waverley and should be transferred to Parish Council soon.

##### 3. Grattons Chase Sewer connection

Despite not being connected Waverley enforcement say they can not take action as Condition 18 has been discharged and the connection agreed. I am pursuing an option for environmental enforcement due to occupancy of houses without a connected sewer.

##### 4. School House

Made request through Victoria Young for the village to share in proceeds £275,000 from the sale of the school House. Initial Rebuff strong moral case but weak legal one as identified so far I will follow up with support from the Chairman.

##### 5. Dunsfold Design Panel

Tomorrow is first meeting of Panel and I have been invited to be a councillor member.

##### 6. Enforcement Land next to Gratton Chase

Waverley Planning Enforcement are reviewing the siting of a caravan and an unconfirmed intention to hold clay Pigeon shooting on site.

##### 7. Guildford Society

New road Pratts corner to Milford PARKWAY Initially from B2130 follows route of Markwick Lane at end of Hook House through trees and over fields and cuts down to Milford.