

# DUNSFOLD PARISH COUNCIL

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Unit 3, The Orchard  
Chiddingfold Road  
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## MINUTES

Minutes of the Parish Council Meeting held on Thursday 11th June 2020  
at 7.30 pm online via Zoom. Meeting ID:  
<https://us02web.zoom.us/j/81291684977>

Cllrs Present:

Cllr Stephen Hayward - Chairman

Cllr Rupert Jones - Vice Chairman

Cllr Roy Enticknap

Cllr James Field

Cllr Kate Houghton

Cllr John Gray

Cllr Chris Lindesay

Clerk to meeting: Celeste Lawrence, Clerk & RFO

Public: 1

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1. APOLOGIES FOR ABSENCE

None.

2. DECLARATION OF INTERESTS

None.

3. MINUTES OF THE PREVIOUS MEETING

The draft minutes of the meeting held on the 14th May 2020 meeting as circulated, were proposed by Cllr Field; seconded by Cllr Enticknap and unanimously agreed as a true record for the Chairman to sign.

4. REVIEW OF ACTIONS FROM THE PREVIOUS PARISH COUNCIL MEETINGS

Open session - white lining. Cllr Enticknap reported that he has contacted EP Clark prior to the February meeting but still not heard back. Cllr Hayward to supply mobile number.

Item 11 January meeting - KGV. Cllr Hayward reported that the Management Committee (MC) are reviewing the Youth Club constitution rules and the Social Club constitution rules. MC to complete.

Item 14 March meeting - defibrillator is still locked. Cllr Houghton reported that if the defib was relocated to the pub, a qualified electrician would be needed to install it. Another suggestion was to distribute the access code to all villagers.

Item 15 March meeting - Cllr Hayward reported that the meeting between the DPC, SCC and Diocese would now take place via Zoom on the 2nd July.

Swan signs - have been ordered, received and installed.

Item 15 May meeting - s106 agreements signed and returned.

5. PLANNING NOTIFICATIONS

Circulated with the agenda.

6. PLANNING APPLICATIONS

WA/2020/0783 - BARN AT LAND COORDINATES 500320 135710, Wrotham Hill, Dunsfold

Application under section 73 to vary condition 1 of pra/2019/0007 (approved plan numbers) to allow alterations to the access.

Decision: Submit objection

PRA/2020/0011 - Wetwood Farm, Chiddingfold Road, Dunsfold, GU8 4PB

General permitted development order 2015 schedule 2 part 3 class q - prior notification application for a proposed change of use of agricultural building to 4 dwelling houses(class c3) and for building operations reasonably necessary for the conversion.

Decision: Submit objection

WA/2020/0834 - The Old Rectory, Church Green, Church Road, Dunsfold, GU8 4LT

Construction of swimming pool and erection of extension to outbuilding.

Decision: No objection subject to conditions.

#### 7. TELECOMS MAST

Cllr Jones reminded members of the last proposed lease which was for a 10 year lease for £5k per year (to be reviewed after year 5). There were delays while parishioners concerns were being addressed in getting the lease signed which coincided with a change in government legislation of the telecoms code. The change in the code means a material reduction to the value of a mast and the proposed new lease was reduced to a total income of £2250 for the 10 year period. It was AGREED that the KGV MC will discuss the proposal with the football club as it may impact on the football pitch. A site resurvey would need to take place.

The Chairman opened the meeting to the public at 8.35pm

The public member expressed an interest in with the progression of the phone mast discussions.

The Chairman closed the meeting to the public at 8.40pm

#### 8. NEIGHBOURHOOD PLAN

No report. Members expressed some concern about the lack of clarity from the NP team. It was AGREED that Cllrs Hayward and Jones request a meeting with the NP team to discuss progress.

#### 9. KGV MANAGEMENT REPORT

Report attached to theses minutes. It was RESOLVED to note the report.

#### 10. COMMONS LEASE REVIEW

It was reported that the cost of maintaining the common was between £7k - £10K per year. It was AGREED that Cllrs Hayward, Jones and Gray agree on how best to approach Waverley.

#### 11. UKOG

Report attached to theses minutes. It was RESOLVED to note the report.

#### 12. VILLAGE PROJECTS

Nothing to report.

#### 13. CORRESPONDENCE

Request for commons cut - Cllr Enticknap replied that there was no point in bringing the commons cut forward as the council would have to find another £3k for an additional cut. It was AGREED that the section in front of the shop would be cut to enable social distanced tables and chairs be placed outside when the restrictions have lifted.

Email regarding a fall from the pathway outside the Reading Room. Cllr Gray declared an interest and did not take part in the discussion. It was AGREED that Cllr Hayward speak to the owner.

Risk assessment advice from NALC - no councillors were able or willing to take on the risk assessment process. It was AGREED to approach a 3rd party to get quotes to have this done on behalf of the council.

Easement at school - It was AGREED that Cllr Jones draft a letter to WBC, Matt Lank, and circulate.

The Chairman noted with deep sadness the recent death of Sue Bowden. It was AGREED that a tree be planted on the common opposite the shop as a memorial.

#### 14. RECEIPTS AND PAYMENTS

As circulated with the agenda. It was RESOLVED to note the payments made.

#### 15. FINANCIALS

It was AGREED that the finance meeting take place on 25th June at 11am via Zoom.

16. WAVERLEY BOROUGH COUNCIL

Report attached to these minutes. It was RESOLVED to note the report.

17. SURREY COUNTY COUNCIL

Report attached to these minutes. It was RESOLVED to note the report.

18. FUTURE AGENDAS

ANOB

19. 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 9.25pm. The next Parish Council meeting will be held on 16th July 2020 at 7.30pm.

Chairman.....

Dated.....

Item 9 - KGV Management report

1. There were 8 hours claimed by Peter Allison in May for cleaning and minor maintenance at KGV.
2. 12/5 - The Tennis Club chairman was instructed to introduce limited access to tennis courts for members (based on LTA guidelines concerning Covid-19). (Draft copied to all DPC Councillors 14th May.)
3. 18/5 - Clerk informed that a grant of £10,000 for small business relief was made to KGV.
4. 29/5 - A series of visits by unwelcome visitors to KGV played with playground equipment and left a lot of rubbish during the month. Police have been informed and will make regular inspections. Peter Allison cleared up assorted rubbish, including pizza boxes and drinks cartons and cans. The zipwire pulley has subsequently been removed for safekeeping and to prevent use.
5. 30/5 - KGV Mgt. C'tee rules for Tennis Club members (based on 14/5 draft sent to DPC Councillors) sent to James Goldman.
6. 31/5 - New rules for Covid-19 issued by LTA and update and suggested changes under consideration.
7. 1/6 - Oil delivery to KGV made to take advantage of present low fuel price.
8. 2/6 - Risk assessment requested from James Goldman to comply with insurance company request concerning terms under which tennis club operates.
9. 2/6 - Keypad combination at KGV changed to better manage access to the building and to prevent unauthorised use of toilets and kitchen facilities.

Cllr. James Field  
Dunsfold Parish Council

Item 11 - UKOG report

A late update on the UKOG matter.

We have heard this morning from Victoria Young that there is a new proposal for Pratts corner which does away with all the 5 way traffic light stuff and replaces it with 2 Banksmen waving flags on days where little to moderate HGV traffic is expected and a two way only temporary traffic light system when larger numbers of vehicles are expected.

It is suggested that this will be covered by an update to the officers report.

There is very little more detail but it seems that the impact of the report we part funded has been for UKOG to abandon its highly complex multiway traffic lights with 2 men waving flags. While this will eliminate the predicted delays and traffic queues at Pratts corner that the report highlighted arising from the 5 way lights plan - it is suggested that a little more though is needed about the safety implications and nothing is said about the speed limit.

There is no detail on exactly how a two way temporary light system will control a four (or five way) junction and we await this with interest.

One might speculate on the safety aspects of two banks men attempting to control traffic at a blind corner with national speed limit.

More work is being done to add to the traffic report with a survey and analysis of the various levels at the corner. An unofficial survey has been conducted (using the proper equipment) which suggests there is a real risk of the larger / longer vehicles grounding as the high Loxley lane drops away sharply. This is now being checked and upgraded to an "Expert Report" and if DPC wants to extend its 50% funding to this additional report it will be appreciated.

My apologies for the late update but this has only just happened.

Chris Lindesay, Dunsfold Parish Council

#### Items 16 and 17 Waverley Borough and Surrey County Councils report

1. Planning - the first meeting of the new (Eastern and Western) planning committee is to meet via zoom on the 1<sup>st</sup> July
2. Council Meeting - first post covid-19 is to be held via zoom on 9<sup>th</sup> June at 6.00pm with public questions from 5.00
3. Waverley has launched a discretionary grant for those who could not get the rates relief eg
  - Small businesses in shared offices or other flexible work spaces (industrial parks, science parks etc), which do not have their own Business Rates assessment
  - Regular market traders, who do not have their own Business Rates assessment
  - Bed and breakfasts, which pay Council Tax instead of Business Rates
  - Charity properties in receipt of Charitable Business Rates Relief, which would otherwise have been eligible for Small Business Rates Relief or Rural Rate Relief.
4. Waverley reviewing finance projections for the next three years as they are severely impaired by costs of Covid-19
5. Residents contact re planning has increased - those I can have been shared with clerk and chairman
6. Raised concerns over the ditch outside of the entrance to Millers Lane - The ditch is on common land and outside of the site red line and any maintenance agreement. Waverley need to acknowledge responsibility for maintenance and control of risk!
- 7.
8. Peter Martin County Councillor and conservative group deputy leader at Waverley has written to Surrey County planning committee members objecting to the UKOG application. It is likely that Waverley Conservative group will write a joint letter objecting I am speaking at the committee hearing on 29<sup>th</sup> June as an objector.

John Gray