

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 15th October 2020
at 7.30 pm online via Zoom. Meeting ID:
<https://us02web.zoom.us/j/81310922784>

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:None

Public: 5

1. APOLOGIES FOR ABSENCE

Celeste Lawrence, Clerk & RFO.

2. DECLARATION OF INTERESTS

None.

3. MINUTES OF THE PREVIOUS MEETING

The draft minutes of the meeting held on the 10th September 2020 as circulated, were proposed by Cllr Enticknap and seconded by Cllr Lindsay; unanimously agreed as a true record for the Chairman to sign.

4. REVIEW OF ACTIONS FROM THE PREVIOUS PARISH COUNCIL MEETINGS

Item 15 March meeting - Cllr Hayward reported that a design proposal from SCC's architects had been received but he was still endeavouring to arrange the next meeting between the DPC, SCC and the Diocese. Asset of Community Value - awaiting formal response from Waverley for the submitted application to renew. Open session July - white lining. Cllr Enticknap reported that the white lining had been completed. The Chairman reported that he had had discussions with the residents of Victory Cottages re tarmacking the concrete area where the access road for Victory Cottages adjoins the Common road. After debate it was agreed that the Chairman would seek to agree with such owners that their contractor should undertake such tarmacking with the Parish Council offering to pay for the tarmac (but not labour) up to a cost of not more than £250 (high level estimate of expected cost was £150).

5. PLANNING NOTIFICATIONS

Circulated with the agenda.

Update on WA/2019/1464 Burnt Hill, Plaistow Road. It was reported that Surrey County Council Highways were not concerned by the applicant's alterations onto the public highway. Cllr Gray confirmed that WBC were still taking the position that removal/damage of trees at the back of the site was a matter solely for The Forestry Commission as the owner of such adjoining land.

Update on WA/2020/0610- School House, The Common, Dunsfold, Erection of extensions and alterations. It was reported that the applicant had submitted revised drawings which removed the side extension, altered the boundary fence design and envisaged two parking spaces on site but in front of the listed building. The

changes included seeking retrospective consent to the installation of an external alarm bell unit on the front elevation. After discussion it was agreed that the Council would welcome the removal of the side extension but raise concerns re the proposed railings and the location of the two parking spaces and ask the applicant to consider a less intrusive/more sensitive proposal for the security alarm box.

Update on WA/2020/1026 – South Fork, Wrotham Hill, Dunsfold. Certificate of lawfulness under section 192 for repositioning of new windows and internal doors. It was reported that the applicant had submitted an appeal to this application on the ground of non-determination within the statutory period. The application will now be decided by a planning inspector.

Update on WA/2020/1116 - Maple Tree Cottage, Plaistow Road, Dunsfold, GU8 4PF
Erection of two storey outbuilding. It was reported that the applicant had submitted a revised drawing which proposed that the upper floor would be accessed by an external staircase rather than internally. After discussion it was decided that the Council had no strong views as to an external staircase as against an internal staircase but that we would object to the garage doors being of two different designs and the continuing failure of the applicant to submit landscaping details intended to improve the area between the existing dwelling and this new building and to provide appropriate landscaping proposals for the parking of the applicant's additional vehicles at the property.

Update on WA/2020/1150 Old Croft, Shoppe Hill, Dunsfold: the sought certificate of lawfulness for a mobile home was granted on 14 October 2020.

6. PLANNING APPLICATIONS.

WA/2020/1377 – Land to the north of Nugent Close, Dunsfold (Gratton Chase)
Application under section 73 to vary conditions 30 and 31 of WA/2017/2258 (re landscaping and ecological management plan (LEMP)): It was reported that following an intervention by the Parish Council the applicant had updated the revised LEMP to remove references to the installation of illuminated bollards along the cycle way and the planning authority had confirmed that the cycle track was not being amended to allow direct access to Nugent Close across a private parking area. In light of those developments the Parish Council decided that no further comments were required.

WA/2020/1485 – Land at the Front of Oak Tree House, The Common, Dunsfold
Application for a deemed consent under s37(1) of the Electricity Act 2009 to remove the existing overhead service from pole 142301 to Oak Tree House to underground a new service cable from such pole to the relevant property: it was reported that this application had been withdrawn by the applicant, UK Power Networks, because it had ascertained that this proposal did not require express planning consent.

Other Planning issues

It was reported that the Chairman had mentioned to WBC the extended hard standing which appears to have been laid around the new barn at High Loxley and that it was decided that the Clerk should contact enforcement at WBC re an apparent breach of planning control at Dunsfold House, Plaistow Road, Dunsfold.

The Chairman opened the meeting to the public at 8.30pm

A parishioner raised a concern that the Neighbourhood Plan Steering Group had not undertaken adequate community engagement particularly with respect to the site assessments for the sites brought forward for consideration. Stephen Haines, as chair of the Neighbourhood Plan Steering Group, who was attending the meeting to provide his report (see 7 below), explained that a record of community engagement and all the details of the initial site assessments were available from the Neighbourhood Plan section of the Parish Council's website. (It was then reported and confirmed that the Parish Council's website was currently unavailable and the Chairman undertook to resolve that issue as soon as possible.)

The Chairman closed the meeting to the public at 8.45pm.

7. NEIGHBOURHOOD PLAN

Mr Haines reported that following input from Cllrs Hayward and Jones, he was revising the current draft of the Plan to include certain additional policies which had been addressed in the Chiddingfold draft which was further advanced than ours. He is also looking at including some references re design. Once that work had been finished the revised draft will be reviewed by the whole steering group before being submitted to the Parish Council for the Council's comments. In light of the comments made during the public session Mr

Haines once again invited interested residents to join the Steering Group and to help push the process forward. Ms Hamill reported that Part 2 of the Local Plan was being progressed by WBC and it was important that the Neighbourhood Plan is sufficiently advanced since otherwise WBC had indicated it would allocate the residential development sites demanded from the village under Part 1 of the Local Plan. Mr Haines also reminded Councillors that with regard to a developer's proposals for retirement homes on Alehouse Field, details of which had been publicised in the village by the developer using e-News, it was vital that any such proposal was treated as being retirement homes within Use Class C3 (i.e. with a prohibition on ownership by those aged under 55) rather than within Use Class C2 (as the developer appeared to be proposing) since it seems that WBC will only take C3 units fully into account when calculating the Parish's compliance with the required new housing numbers.

Mr Haines mentioned that other sites were being brought to the Steering Group's attention as possible development sites, including a proposal for four houses on a site off Shoppe Hill and for four units at Barnfield (Alfold Road). Both sites were outside the existing village settlement and neither had been proffered prior to the village meeting on site assessments. However, such additional sites will be reviewed and assessed by the Working Group.

8. KGV MANAGEMENT REPORT

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

9. COMMONS LEASE REVIEW

Nothing to report.

10. UKOG

It was reported that the re-run of the planning committee's decision on this planning application would not be on the agenda for the next meeting of Surrey County Council's planning and regulatory committee (due next week, 22 October). The next following planned meetings for that committee are 27 November and 16 December. Cllr Jones reported that he had drafted the proposed letters addressed to MP Jeremy Hunt to put pressure on him to argue for an immediate Government change in UK energy policy so as to achieve a moratorium on oil exploration in Surrey and to relevant Surrey Councillors suggesting a number of high level planning policies which the DPC feels that those councillors should be considering when deciding this application in addition to the more technical issues which had influenced the councillors' original decision to refuse planning permission. Cllr Jones to circulate such drafts to all councillors and the Council decided that subject to any comments supported by a majority of councillors such letters should be issued.

11. VILLAGE PROJECTS

Cllr Enticknap reported on the meeting which had taken place on 24th September 2020 between Cllrs Hayward, Enticknap, and Houghton with Arno Spaarkogel (WBC - tree and woodland officer) to agree a programme of works for tree maintenance. Mr Spaarkogel had recommended that the Parish Council engage Petra Billings to work on behalf of the Parish Council with WBC's tree and woodland officer. Cllr Enticknap proposed and Cllr Gray seconded the resolution to so instruct Petra Billings (subject to agreement upon the terms and cost of such appointment which are to be reported back to the Parish Council at our next meeting). It was noted that such costs ought to be funded out of the relevant s106 monies which the Parish Council was holding for such woodland works.

S106 Finger posts replacements - Cllrs Houghton and Field had circulated a paper identifying the locations of all the finger posts around the village but the paper was not discussed.

12. CORRESPONDENCE

None reported to the meeting

13. RECEIPTS AND PAYMENTS

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

14. WAVERLEY BOROUGH COUNCIL

Cllr Gray reported that re Covid-19 Waverley is gearing up for further assistance packages announced for use generally and should a local lockdown occur. On finance, the shortfall is still forecast at £6.6m but details of an income support package from the UK Government has yet to be finalised. A second wave of Covid-19 could result in additional costs over the balance of the year.

He further reported that Local Plan Part 2 was passed by the Executive and now will go to the full Council and then out for consultation. Regarding the open ditch on Alfold Road which had been the subject of resident complaints, a Waverley engineer will be undertaking a site visit within the next week or so.

15. SURREY COUNTY COUNCIL

Nothing to report.

16. FUTURE AGENDAS

Finance report next month and to follow up re outstanding issues relating to Gratton Chase (including drainage and visibility concerns due to the sale signs on the two verges where the access road joins the public highway) as well as a discussion on action to be taken as a result of Cllrs Field and Houghton's signage survey.

17. 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 9.20pm. The next Parish Council meeting will be held on 12th November 2020 at 7.30pm.

Chairman.....

Dated.....

Item 8 - KGV Management report

1. Covid 19 measures recently introduced and which are being supported by each of the user groups include the acquisition of a single dedicated QR code. These have been laminated against the weather and posted around the building at strategic points.
2. A quotation for replacement of the much criticised inadequate lighting above the bar has been received by the KGV Management Committee and subject to DPC approval will be actioned in the immediate future.
3. Invoices for the annual payment from the football and tennis user groups will shortly be sent.
4. Cleaning and the trimming of encroaching shrubbery are routinely and effectively being conducted by Peter Allison.
5. Readings have been taken for electricity (116988) and oil usage (7 bars remaining).
6. With regard to the weather changing towards a more Autumnal level of temperatures and rain, there will be a greater need to hold events indoors. The heating has now been set by P. A. to automatically switch on for four hours on a Friday evening and for four hours on a Saturday afternoon. This arrangement will continue to be monitored according to official guidelines relating to the Covid 19 situation.
7. The KGV Social Club is seeing increasing revenue generation and has recommended payment of a monthly £300, which is expected to continue for the time being.
8. A separate invoice is being prepared for the Rudgwick junior football club.