

# DUNSFOLD PARISH COUNCIL

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Unit 3, The Orchard  
Chiddingfold Road  
Dunsfold  
GU8 4PB

8th October 2021

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## **NOTICE OF A PARISH COUNCIL MEETING**

Councillors are hereby summoned to attend the meeting of Dunsfold Parish Council to be held in the Nugent Room at the Winn Hall at **7.30 pm on Thursday 14th October 2021**.

Members of the public are welcome to attend Parish Council meetings and are invited to put questions, relevant to the agenda, to the Council between 8.30 pm and 8.45 pm.

Celeste Lawrence - Clerk to the Council

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## **AGENDA**

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1. APOLOGIES FOR ABSENCE  
**Recommendation: To receive apologies for absence.**
2. DECLARATIONS OF INTEREST  
**Recommendation: To receive any declarations of interest from members in respect of any item to be considered at the meeting and changes to members registered interests.**
3. PARISH COUNCIL MINUTES  
**Recommendation: To approve the Minutes of the meeting held on 16th September 2021 as a correct record of decisions taken and the Chairman to sign the Minutes.**
4. REVIEW OF ACTIONS FROM THE PREVIOUS PARISH COUNCIL MEETING MINUTES  
**Recommendation: To review any matters outstanding from the previous minutes and record progress.**
5. PLANNING NOTIFICATIONS  
Attached to agenda.  
**To receive notification of decisions made by Waverley Borough Council on recent planning applications.**
6. PLANNING APPLICATIONS  
WA/2021/02308 - Land South of Dunsfold Road and East of High Loxley Road, Godalming, GU8 4BW  
Erection of cattle finishing unit.
7. REVIEW OF THE COUNCILS COMMITTEES AND MEMBERS  
Current list attached to agenda.  
**Recommendation: To agree the allocation of members to various committees.**
8. SCHOOL SITE  
**To receive an update on matters relating to the old School site.**
9. DUNSFOLD PARK  
**To receive an update on matters relating to Dunsfold Park including the Dunsfold Park Advisory Group.**
10. COMMONS - LEGAL ISSUES  
**To receive an update on the legal issues concerning the Commons including progress of discussions with Waverley Borough Council.**

11. UKOG

To receive an update on issues arising from UKOG's appeal on the refusal of its planning application.

12. KGV MANAGEMENT REPORT

**Recommendation:** To receive a report on matters from the KGV.

13. Local Plan Part 2 Consultation

**Representations to be made by 12th November 2021.** Document found at [www.waverley.gov.uk/LPP2](http://www.waverley.gov.uk/LPP2).

14. AREA OF OUTSTANDING NATURAL BEAUTY

**To receive an update on the progress of the AONB process.**

15. NEIGHBOURHOOD PLAN

**To receive a report on progress with the Neighbourhood Plan.**

16. GATWICK CONSULTATION

**Recommendation:** To consider the attached note.

17. VILLAGE PROJECTS

**To receive an update on village projects.**

18. WAVERLEY BOROUGH COUNCIL

**To receive a report on matters from Waverley Borough Council**

19. SURREY COUNTY COUNCIL

**To receive a report on matters from Surrey County Council.**

20. CORRESPONDENCE

**Recommendation:** To receive and consider any correspondence.

21. EXTERNAL AUDIT

Attached to agenda

**Recommendation:** To note the external audit.

22. RECEIPTS AND PAYMENTS

**Recommendation:** To receive accounts for payment.

23. FUTURE AGENDAS

**Recommendation:** To receive items of business for information or inclusion on a future agenda.

24. PRESS AND PUBLIC

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

## Planning Notifications October 2021

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-1Z) for a temporary  
Decision: SCC permission NOT granted

WA/2019/1464 - 7 BURNT HILL PLAISTOW ROAD, GODALMING, GU8 4PG  
Use of land as a residential gypsy caravan site for siting 12 static caravans and erection of amenity building.  
Decision: Pending

S52/2020/0002 - Land to the North, Nugent Close, Dunsfold  
Request to modify a section 106 agreement (wa/2016/1766) to change the tenure of plots 3 20 24 and 25.  
Decision: Pending

WA/2020/1026 - South Fork, Wrotham Hill, Dunsfold  
Certificate of lawfulness under section 192 for repositioning of new windows and internal doors.  
Decision: Pending

WA/2020/1186 - Land coordinates 501600 137180, High Loxley Road, Loxhill  
Use of land for temporary stationing of a mobile home with associated parking and amenity space for use by an agricultural worker.  
Decision: Pending

WA/2021/0103 - HRM Polo, Burningfold Manor, Plaistow Road, Dunsfold  
Change of use of outbuilding to offices/function use facilities and associated internal and external alterations.  
Decision: Pending

WA/2021/0119 - Ashdown, Chiddingfold Road, Dunsfold, GU8 4PB  
Erection of two storey extension including alterations to chimney.  
Decision: Pending

WA/2020/2082 - Land Centred Coordinates 500479 136385 South of Shoppe Hill, Dunsfold  
Outline application for the erection of 4 dwellings and garages together with associated vehicular access parking and landscaping.  
Decision: Pending

WA/2021/0413 - Land to the North Gratton Chase, Dunsfold  
Erection of 21 dwellings (including 8 affordable) together with associated access parking and landscaping.  
Decision: Pending

NMA/2021/01435 - The Cottage, Upper Ifold House, Upper Ifold, Godalming, Dunsfold, GU8 4NX  
Amendment to WA/2021/0184 elimination of a new loft access door and of a loft cupboard door at first floor level.  
Decision: Pending

WA/2021/01503 - Wrotham House, Knightons Lane, Dunsfold, Godalming, GU8 4AU  
Alteration to existing roof to provide 2 dormer windows and a roof light.  
Decision: Pending

WA/2021/01638 & 39 - Wheelwrights, The Common, Dunsfold, GU8 4LL  
Erection of outbuilding following demolition of existing outbuilding.

Listed building consent for erection of outbuilding following demolition of existing outbuilding.

Decision: Pending

WA/2021/01450 - Dunsfold Park, Stolvolds Hill, Cranleigh

Application under section 73a to vary condition 9 of wa/2018/0172 condition 9 states that the development is granted for a temporary period expiring on 30th april 2021 to allow temporary use (of part of perimeter track and runway for driving experience days) until 30th april 2024.

Decision: Pending

WA/2021/01860 - The Bricklayers House, The Common, Dunsfold, GU8 4LJ

Erection of single story rear extensions first floor extension chimney stack new porch and internal alterations following demolition of existing conservatories and removal of existing flat roof dormer windows.

Decision: Pending

WA/2021/02033 - 7 Church Green, Church Road, Dunsfold, GU8 4LT

Erection of detached garage construction of driveway and vehicular access (revision of wa/2020/2015).

Decision: Pending

WA/2021/02093 - The Old Kennels, The Green, Dunsfold, GU8 4NB

Conversion of loft to habitable space to create a 2 storey dwelling with addition of dormers.

Decision: Pending

WA/2021/01914 - Wetwood Rough, High Street Green, Chiddingfold, GU8 4XY

Certificate of lawfulness under s191 for erection of a summer house.

Decision: Pending

NMA/2021/02201 - Barrows Barn, Chiddingfold Road, Dunsfold, GU8 4PB

Amendment to WA/2020/1600 remove the valley gutter between the barn and the extension and provide a window in the south end elevation of the barn.

Decision: Pending

## Committees May 2021

Planning - all members

Commons - all members

Commons Steering Group - Cllrs Hayward, Houghton and Enticknap  
Friends of Dunsfold Common - Cllr Field, Mr Bentall and Mrs Enticknap  
Finance - Cllr Gray

KGV Management Committee - Cllrs Hayward and Field

Smiths Charity - Cllrs Hayward and Field, Mrs Whiffin, Mr Halls and Mrs Enticknap

Neighbourhood Officer - Mrs Whiffin

Rights of Way - Cllr Houghton

Hon Remembrance Officer - Mrs Jones

Play Area - Mr Allison

Bonfire - Cllrs Houghton and Lindesay

Fete - Cllr Houghton

Surrey Association of Local Councils - Cllr Lindesay

Waverley Town and Parish meetings - Cllrs Hayward and Lindesay

Website - no volunteer. Vacant

Neighbourhood Plan - Cllrs Hayward, Jones, Gray and Enticknap, Mr Haines and Mrs Hamill.  
(Post meeting - Cllr Gray resigned from the NP team)

## **Gatwick Airport Northern Runway project consultation.**

Gatwick Airport are now consulting on their proposals to bring the existing Northern Runway into routine use alongside their main runway. They are calling their proposals the Northern Runway Project. It is anticipated that by 2038 this would increase Gatwick's passenger throughput to approximately 75.6 million passengers per annum (mppa), compared to a maximum potential passenger throughput based on the existing runway of approximately 62.4 mppa. This represents an anticipated increase in capacity of approximately 13.2 mppa.

This level of passenger increase, along with the road improvements needed to support it, means the project

is classed as a Nationally Significant Infrastructure Project (NSIP) and they will need to apply for a development consent order (DCO) to build and operate it. A DCO can combine planning consent to develop, operate and maintain an infrastructure project, with other important planning and environmental approvals that would otherwise need to be applied for separately.

Consultation is an important part of the DCO process as it enables everyone to comment on the proposals. The feedback received, along with further technical work and environmental studies, will inform the development of their proposals ahead of submission of their DCO application to the Planning Inspectorate. The Planning Inspectorate will then review and examine the application, including encouraging submission of views from local people and other interested parties, before making a recommendation to the Secretary of State for Transport, who will take the final decision on whether or not to grant consent.

The Northern Runway Project consultation will run for 12 weeks, from 9 September 2021 to 11.59pm on 1 December 2021.

They are inviting comments from anyone with an interest in their proposals who considers they may be directly or indirectly affected, or who has a view that they would like to be considered. They also welcome feedback from all organisations with an interest as well as from landowners who may be affected by the proposals.

Following the consultation, they will consider all feedback

- along with further environmental and modelling assessments, continued engagement with statutory authorities and others - when finalising their proposals ahead of submitting an application for a DCO for the Northern Runway Project.

Comments must be received by 11.59pm on 1 December 2021.

Information on the project can be found at [gatwickairport.com/futureplans](https://gatwickairport.com/futureplans)

Dunsfold lies beneath the Gatwick flight path and would therefore be affected by the increased number of aircraft taking off using the northern runway.

**I propose that Dunsfold Parish Council considers these proposals and responds to the consultation accordingly.**

Stephen Hayward  
8 October 2021

### Section 3 – External Auditor Report and Certificate 2020/21

In respect of

Dunsfold Parish Council – SU0029

#### 1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

#### 2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

#### 3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

Date

15/09/2021

\* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))

October 2021

<b>Expenditure</b>		
<b>Mr &amp; Mrs Goodall</b>	Office rent	180.00
<b>SLCC</b>	Training	54.00
<b>RJ Walker</b>	Strimming	450.00
<b>Sage Software</b>	Payroll	8.40
<b>British Telecom</b>	Phone & broadband	148.62
<b>Celeste Lawrence</b>	September PAYE	878.68
<b>HMRC</b>	September tax & NI	44.31
<b>Surrey Pension Fund</b>	September payment	234.16
<b>PKF Littlejohn LLP</b>	External audit	480.00
		<b>2478.17</b>
<b>Income</b>		