

DUNSFOLD PARISH COUNCIL

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Unit 3, The Orchard
Chiddingfold Road
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GU8 4PB

MINUTES

Minutes of the Parish Council Meeting held on Tuesday 9th January 2024
at 8 pm in the Nugent Room, Winn Hall, Dunsfold.

Cllrs Present:

Cllr Nigel Waterson - Chair

Cllr Chris Lindesay - Vice Chair

Cllr Roy Enticknap

Cllr Jane Wright

Cllr Mel Shone

Cllr Ginny Fraser

Clerk to meeting: Celeste Lawrence, Clerk & RFO

Public: 1

1. APOLOGIES FOR ABSENCE

Cllr Singhateh's apologies for absence due to personal reasons were accepted.

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

2.1 - Cllr Shone declared a non registrable interest in item 12.

Cllr Shone declared an interest in item 9 and disclosed the dispensation to remain in the meeting while discussions took place but not to vote.

2.2 None

2.3 None

3. PARISH COUNCIL MINUTES OF THE PREVIOUS MEETING

Against the Clerks advice, notes and draft minutes; Cllr Shone asserted that the minutes of the December meeting were incorrect as she had not declared an interest in items 6 & 8. Cllr Shone further asserted that she had declared a disclosable pecuniary interest in items 10 & 11 in the December meeting. Cllr Shone proposed the change: no decision was taken.

September minutes proposed changes: Chris Lindesay sent in some comments he made on financial controls (attached). These should be included. Item 8: Insert "The Chair did not accept the Clerk's view; but for the avoidance of doubt undertook to table a Motion for the next Meeting".

"On the public session, it is inaccurate to refer to "the 8 week estimate". This was clarified at the start of the following Meeting." Nigel Waterson withdrew this comment.

The Chair paused the meeting and opened it to the public at 8.30pm

No comments

The Chair closed the meeting to the public at 8.31pm

Proposed by Cllr Waterson; Cllr Lindesay seconded. The Council resolved that the minutes be changed, Cllr Shone abstained.

October minutes proposed changes: Item 3. After first sentence, insert "The consultation/engagement document on the previous draft Plan is inadequate, there was a lack of clarity about the criteria for site selection and overall this amounted to an "unlawful submission". It would be helpful to include a link to the full UVE report. Item 4: The draft minutes state "No Vote was taken". Should state: "Chair asked for any objections; there were none". Item 9: Insert "The Chair asked if this amount had been budgeted for". Cllr Waterson proposed and the council resolved that the minutes be changed.

November minutes proposed changes: Item 2.2: The Chair explained that 'blanket' dispensations were inappropriate. As and when particular sites come to be discussed, dispensations should then be sought (unless previously granted for the site in question)." Item 9 Financial: On Motion 3, insert "The Chair is an ex officio member". Receipts & Payments: These were all agreed. The Clerk confirmed at this meeting that the payments had not all been agreed. Item 15: Insert "unanimously". 2.3 Cllr Singhateh's dispensation, which

was copied and pasted from Cllr Shones dispensation form, was not made by Cllr Shone. Cllr Waterson proposed. The Council resolved that the minutes be changed.
December minutes not signed.

4. REVIEW OF ACTIONS FROM THE PREVIOUS PARISH COUNCIL MEETING

Cllr Fraser reported that no meeting had been held in relation to the Stolvolds Hill travellers site as yet but a meeting would take place the following Tuesday with Alfold and Bramley Parish Councils.

5. PLANNING NOTIFICATIONS

Circulated with the agenda.

6. PLANNING APPLICATIONS

WA/2023/02564 - Land at Chiddingfold Storage Depot, Chiddingfold Road, Godalming, GU8 4PB Erection of two extensions to building a to provide additional storage processing office and amenity space. (County matters planning application registered for county planning authority.
Decision: Cllr Shone to draft a response.

WA/2023/02752 - Wrotham Hill Cottage, Wrotham Hill, Dunsfold, GU8 4PA

Certificate of lawfulness under section 191 for installation of a dovecote on roof of garage building which was completed in excess of 10 years. Due 12/01

Decision: No comment

WA/2023/02740 - Millhanger Farmhouse, Chiddingfold Road, Dunsfold, GU8 4PB

Erection of a pool plant room and construction of a swimming pool with associated works. Due 26/01

Decision: No comment

Cllr Waterson proposed; Cllr Wright seconded that items 13 & 14 were brought forward. Motion carried.

13. WAVERLEY BOROUGH COUNCIL

Cllr Deanus reported that the road opening from the A281 to the aerodrome would be held on 25th January 11am - 12.

The next Dunsfold Park Advisory Group meeting would be held on the 23rd January 1pm.

Meeting to be held regarding the s106 monies.

HGV exclusion zone consultation has gone out to statutory consultees but the police have not responded.

The 20 mph consultation has gone out and a new policy should be available later this year. The policy would have to be self regulated however if it couldn't be self regulated, measures have have to be put in place.

14. SURREY COUNTY COUNCIL

Cllr Deanus had been on a site visit to Chiddingfold Storage for the same application as above a couple of years ago. The neighbours have not responded to the application. Cllr Wright to follow up with the neighbours. Cllr Deanus can call in the application.

7. COMMITTEES

Proposed by Cllr Waterson; seconded by Cllr Wright and all members AGREED the allocation of members to various committees and appoint a Chair of each committee.

8. INTERNAL AUDITOR INTERIM AUDIT VISIT FOR FEBRUARY

Proposed by Cllr Waterson; seconded by Cllr Lindesay and all members AGREED to an interim internal audit at a cost of £240 plus travel to be allocated to Professional Fees to be held in March, not February.

9. PRECEPT 2024/25

Cllr Shone reiterated her dispensation and did not take part in the discussion.

Proposed by Cllr Lindesay; seconded by Cllr Waterson and all members AGREED to RATIFY item 11 from the December meetings incorrect figures to; estimated income £14546, estimated expenditure £66046.

Precept to be submitted £51500. Clerk to submit to the Waverley Finance team.

10. INFORMAL CONSULTATION ON THE NEIGHBOURHOOD PLAN

It was reported that a leaflet was being produced and quotes for printing had been received for circa £300.

11. COMMITTEE CHAIRS

Motion: This Council confirms the election of Cllrs. Singateh and Lindsay to be Chairs respectively of the Finance Committee and the KGV Committee.

Correction to Cllr Watersons proposed motion to change the chair of each of these committees and to the correct name spelling to: This Council confirms the election of Cllrs Lindesay and Singhateh to be Chairs respectively of the Finance Committee and KGV Committee.

Amendment proposed by Cllr Shone, seconded by Cllr Waterson and all members agreed. Proposed by Cllr Waterson; seconded by Cllr Fraser and all agreed.

9.30pm Cllr Waterson proposed; Cllr Wright seconded and all agreed to extend the meeting til 10pm.

12. DUNSFOLD AMPHIBIAN RESCUE TEAM

Report attached to the agenda.

Cllr Shone left the room.

To CONSENT to the installation, as in previous years, by the Dunsfold Amphibian Rescue Team of a low level temporary amphibian net on the common on the East side of the Dunsfold Common Road between the bend in the road near the entrance to the KGV (north end) and the entrance of Gratton Chase (south end), for the duration of the spring amphibian migration for 2024 and also subsequent years (lasting approximately from the last week of January to the last week of April).

Proposed by Cllr Waterson; seconded by Cllr Lindesay and all members agreed.

To CONSENT to the erection of 2x temporary warning triangle signs of a maximum 600mm width at both ends of the amphibian net on the common, subject to the Dunsfold Amphibian Rescue Team members obtaining any other necessary consents.

Proposed by Cllr Waterson; seconded by Cllr Lindesay and all members agreed.

15. RECEIPTS AND PAYMENTS

Signed by Cllrs Waterson and Wright.

January 2024

Invoices to approve		
BT	Telephone and broadband	189.95
Dunsfold Gardens	Ditch digging	340.00

SUSPEND THE MEETING FOR THE COMMONS COMMITTEE TO TAKE PLACE

16. RATIFY COMMONS COMMITTEE MEETING

The Chair reported on the proceedings of the Commons Committee meeting just held and it was RESOLVED to adopt the recommendations as recorded in the Commons Committee minutes. Proposed by Cllr Enticknap ; seconded by Cllr Fraser and unanimously agreed. Cllr Shone abstained.

17. FUTURE AGENDAS

Finance.

18. PRESS AND PUBLIC

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

Cllr Waterson proposed; Cllr Wright seconded that a confidential session to be held to exclude the press and public. Reason: personnel confidence.

The public left the meeting at 9.40pm

It was AGREED that the recommendation contained in the motion be adopted.

There being no further business, the Chair of the Council closed the meeting at 9.45pm. The next Parish Council meeting will be held on 13th February 2024 at 7.30pm in the Nugent Room, Winn Hall.

Chair of the Council.....

Dated.....