

DUNSFOLD PARISH COUNCIL

Tel: 01483 200980
email: clerk@dunsfoldparishcouncil.gov.uk

Unit 3, The Orchard
Chiddingfold Road
Dunsfold
GU8 4PB

MINUTES

Minutes of the Parish Council Meeting held on Tuesday 12th March 2024 at 7.30pm in the Nugent Room, Winn Hall, Dunsfold.

Cllrs Present:

Cllr Nigel Waterson - Chair

Cllr Roy Enticknap

Cllr Jane Wright

Cllr Ginny Fraser

Cllr Tigi Singhateh

Clerk to meeting: Celeste Lawrence, Clerk & RFO

Public: 14 & Cllr Deanus

1. APOLOGIES FOR ABSENCE

Cllr Lindesay's apologies for absence due to illness were accepted.

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

2.1 None

2.2 None

2.3 None

3. PARISH COUNCIL MINUTES OF THE PREVIOUS MEETING

The draft Minutes of the Parish Council meetings held on the 13th February as circulated, were agreed as a true record for the Chair to sign.

Alterations to the draft Minutes of the meeting held on 9th January had not be seen by the Clerk however the council voted to agree to the amendments.

4. REVIEW OF ACTIONS FROM THE PREVIOUS PARISH COUNCIL MEETING

None.

5. PLANNING NOTIFICATIONS

Circulated with the agenda.

6. PLANNING APPLICATIONS

1. APPEAL NOTIFICATION: APP/R3650/C/24/3337697 LAND AT BURNT HILL, PLAISTOW ROAD, DUNSFOLD, GU8 4PG (EN/2023/08 & C/2021/00007) due by date 21/03

Decision: Cllr Fraser to draft and circulate a response

2. Appeal Notification: APP/R350/X/24/3338493

WA/2023/02752 - WROTHAM HILL COTTAGE, WROTHAM HILL, DUNSFOLD, GODALMING, 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 date 28/03

Decision: No comment

3. WA/2024/00284 - SOUTH FORK WROTHAM HILL DUNSFOLD GODALMING GU8 4PA

Certificate of lawfulness under section 192 for the siting of a shipping container. No due date

Decision: No comment

4. WA/2024/00361 - THE LITTLE HOUSE KNIGHTONS LANE DUNSFOLD GODALMING GU8 4NU

Application under section 73 to vary condition 1 (approved plans) of wa/2023/00892 to allow for the addition of a lean-to extension to the north elevation changes to the internal layout and an increase in size to the two ground floor windows to the north elevation. Due 16/03

Decision: No comment

5. WA/2024/00353 - FRYS CROSS BARN KNIGHTONS LANE DUNSFOLD GODALMING GU8 4NY

Erection of a dwelling following removal of existing log cabin (retrospective). Due 16/03

Cllr Enticknap declared an interest.

Decision: No comment

6. WA/2024/00347 - FIELD PLACE HOOK HOUSE LANE DUNSFOLD GODALMING GU8 4LR

Erection of a greenhouse and underpinning of adjoining wall following demolition of 2 existing greenhouses. Due 22/03

Decision: No objection ; suggest condition that the wooden frame being demolished should be replaced with wood, not aluminium.

7.WA/2024/00348 - FIELD PLACE HOOK HOUSE LANE DUNSFOLD GODALMING GU8 4LR

Listed building consent for erection of a greenhouse and underpinning of adjoining wall following demolition of 2 existing greenhouses. Due 22/03

Decision: No objection ; suggest condition that the wooden frame being demolished should be replaced with wood, not aluminium.

8. WA/2024/00420 - BARBARONS PLAISTOW ROAD DUNSFOLD GODALMING GU8 4PF

Erection of a single storey infill extension. Due 25/03

Decision: No objection

7. MEETING DATES FOR THE YEAR 2024/25

List attached to the agenda.

RECOMMENDATION: To APPROVE the calendar of meetings for the year and delegate authority to the Clerk to amend the calendar as necessary.

Cllr Singhateh proposed that there be no meeting held in August. Cllr Fraser seconded. Agreed by 3 members. 2 members abstained.

Cllr Waterson proposed a change of date and day to Sept 18th. All members agreed.

Dates and times for the KGV, HR and Commons Committee to be submitted to the clerk.

Cllr Waterson proposed; Cllr Wright seconded that items 19 and 20 were brought forward. All members agreed.

8. 19 and 20 WAVERLEY BOROUGH COUNCIL AND SURREY COUNTY COUNCIL

Cllr Deanus reported that the HGV consultation team have a meeting at the end of the month. By April/May they would have Traffic Regulation Orders issued and by the end of the year there would be a blanket ban for all HGV's travelling through Dunsfold, Alfold, Chiddingfold and Bramley. HGV delivering goods would still be allowed. When asked how this would be enforced, Cllr Deanus suggested that the village should set up a HGV Watch (same as Speed Watch) to gather information.

Cllr Deanus further reported that the Elstead & Weyburn and Cranleigh Neighbourhood Plan Referendums have been suspended by order of the High Court.

A parishioner asked about a rumour that the new roundabout on the A281 was not wide enough for HGV's and was assured that it was.

Cllr Deanus agreed to find the appropriate person to have the white lines on Pratts Corner renewed.

He also reported that the Local Plan Part 1 consultation runs until the 19th April.

9. RISK ASSESSMENT

Attached to the agenda.

Recommendation: To ADOPT the risk assessment.

The risk assessment was not adopted. Suggested amendments include Cllr Singhateh obtaining 3 quotes for insuring 3rd party events such as the fete and bonfire and having the war memorial and tennis courts valued to update the asset register.

The chair opened the meeting to the public at 8.30pm

A parishioner requested that feedback from today's inquiry at the Burnt Hill site be sought. Answer:

Cllr Fraser to contact the relevant Waverley Officer.

He further commented that a retrospective application had been made on the same site. Answer: The council has submitted a comment on the application. The parishioner was concerned about the effect the continuing development that this site and the Stovold Hill site was having on house prices in the village.

A parishioner requested that the council engages with the Diocese regarding the unused School building and suggest an appropriate village agreed plan for the site.

A parishioner requested that the tennis courts be valued as the asset register value would not cover the cost of replacement if damaged.

A parishioner questioned why horses were being allowed in the on pathways and not just bridleways.

Answer: Horses are allowed to be ridden anywhere on the common.

A parishioner requested a meeting with the commons team to agree what could be done about the removal of storm damaged trees from the woods in front of Basket Cottage.
The chair closed the meeting to the public at 8.47pm

10. ANNUAL PARISH MEETING

Motion: That this Council confirms that the Annual Parish meeting will take place on 23 April, and instructs the Clerk to make all the necessary arrangements.

All members agreed.

Recommendation: To AGREE if there will be a guest speaker for the Annual meeting.

The clerk will approach the local brewery to invite them to be the guest speaker.

11. SURREY ROAD SAFE VISION ZERO PUBLIC CONSULTATION

Draft attached to the agenda.

Recommendation: To consider a response to the consultation: [public consultation link](#)

Cllr Waterson proposed; Cllr Sinhateh seconded and all members agreed that the draft be submitted.

12. SCC RIGHTS OF WAY CONSULTATION

Attached to the agenda.

Recommendation: To consider a response to the consultation: <https://www.surreysays.co.uk/environment-and-infrastructure/rowip-public/consultation/subpage.2023-12-14.3969485783/>

Cllr Waterson proposed; Cllr Sinhateh seconded and all members agreed that the draft be submitted.

13. COUNCIL FINANCES

Bank reconciliation, reserves and budget vs actual papers attached to the agenda.

Recommendation: To AGREE the bank reconciliation, reserves and review budget vs actual for the year to date.

Cllrs Enticknap and Fraser agreed and signed the bank reconciliation.

Reserves: A suggested change to the reserves has been received 1/2hr prior to the meeting. The clerk advised that she was not aware of the figures and did not know if they were feasible or the justification behind them. She further advised that if the council adopted these reserves it would be reported at the next internal auditors meeting as as the RFO is not aware of discussions or outcomes that had taken place.

Members agreed that the matter be discussed at the next meeting.

Budget vs Actual: These figures were agreed by all members.

14. DELEGATED AUTHORITY

Recommendation: To delegate spending authority to the Clerk for purchase of ancillary items such as office consumables up to a sum of £250 per month to be added to Financial Regulations as 5.5 c).

Proposed by Cllr Wright; seconded by Cllr Fraser. All members agreed.

15. STANDING ORDERS REVIEW

Attached to the agenda.

Recommendation: To ADOPT the NALC Model Standing Orders 2018 (England).

Standing Orders were not adopted. Cllrs Wright and Waterson to review.

16. LICENCE SUN INN

It was agreed that this matter be deferred. Proposed by Cllr Waterson; seconded by Cllr Singhateh. Cllr Enticknap voted against. All other members agreed.

17. TIDY AND WEBB QUOTE

Recommendation: To AGREE the quote from Tidey and Webb attached to this agenda and to RESOLVE to fund the works from the S106 funds designated for pedestrian safety measures.

Cllr Waterson proposed; Cllr Wright seconded. All members agreed. Clerk to write to T&W.

18. NEIGHBOURHOOD PLAN

Recommendation: To note the report on the drop in session on Tuesday 5th March.

Cllr Waterson reported that a full report would be made at a later date. The informal consultation runs until 15th March and that 12 people had attended the drop in session held on 5th March.

19. ITEMS FOR INFORMATION

Nothing to report.

20. RECEIPTS AND PAYMENTS

Attached to agenda.

Recommendation: To receive accounts for payment and approve outstanding items.

Signed by Cllrs Wright and Waterson.

21. FUTURE AGENDAS

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

Local Plan Part 1 consultation.

22. PRESS AND PUBLIC

Proposed by Cllr Waterson; seconded by Cllr Wright. All members agreed to the exclusion of press and public in accordance with section 100A (2) and (4) of the LGA 1972 due to commercial reasons.

The public left the meeting at 9.20pm.

It was agreed that the recommendation in the motion be adopted.

There being no further business, the Chair of the Council closed the meeting at 9.30pm. The next

Mulberry & Co	Training	604.80
JW Elliott & Sons	Commons cut	3088.80
Cleverwoof Limited	NP leaflets	291.50

Parish Council meeting will be held on 14th May 2024 at 7.30pm in the Nugent Room, Winn Hall.

Chair of the Council.....

Dated.....