

DUNSFOLD PARISH COUNCIL

email: clerk@dunsfoldparishcouncil.gov.uk

Unit 3, The Orchard
Chiddingfold Road
Dunsfold
GU84PB

Minutes

Minutes of the Parish Council Meeting held on Tuesday 14th January 2025, at 7.30pm in the Winn Hall, Dunsfold.

Cllrs Present:

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| Cllr Nigel Waterson - Chair | Cllr Roy Enticknap |
| Cllr Jane Wright | Cllr Ginny Fraser |
| Cllr Chris Lindesay - Vice Chair | Cllr Dave Griffiths |

Clerk to meeting: Julie Flenley, Locum Clerk & RFO

Public: 6

Representations from members of the public 7.30pm – 7.45pm

A villager noted the internal auditor at a recent audit meeting's report had questioned the need for a Crisis Reserve. The Locum Clerk noted that the funds were on the agenda at item 21 to be agreed to move back into General Reserves following his comments, to ensure the council had sufficient funds in General Reserves to year end. The member further noted that information pertaining to the precept, annual budget and precept application did not appear on the website. The Locum Clerk agreed to add the information accordingly.

A villager questioned the recent planning application which was on the agenda at item 6 for consideration. The units were originally, under the initial outline permission, granted for self-build but now look to be developer led.

A member of the public queried the Winn Hall's position in relation to trustees and turnover. The Locum Clerk noted that the information was available from the Charity Commission's website. A villager questioned the cost to date of producing the emerging neighbourhood plan. Locum Clerk to investigate and return a response.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Singhateh. Locum Clerk noted for the record.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

- 2.1 Cllr Waterson declared an existing dispensation relating to Coombebury Cottage. Clerk noted for the record.
- 2.2 None declared.
- 2.3 None declared.

3. PARISH COUNCIL MINUTES

The draft Minutes of the Parish Council meetings held on the 10th December 2024 as circulated, were agreed unanimously as a true record for the Chair to sign. Locum Clerk to retain.

4. REVIEW OF ACTIONS FROM THE PREVIOUS PARISH COUNCIL MEETING MINUTES

None.

5. TO NOTE THE DRAFT MINUTES FROM THE KGV MANAGEMENT COMMITTEE AND COMMONS COMMITTEE

Councillors noted for the record.

6. PLANNING APPLICATIONS RECEIVED

[WA/2024/02467](#) - Land Coordinates 500833 137030 Between Chennels Cottage And 1 Burdocks, The Green, Dunsfold, Godalming. Approval of reserved matters (appearance landscaping layout and scale) following outline permission granted under appeal reference app/r3650/w/22/3300262 (wa/2021/03081) for the erection of 5 dwellings and associated works including vehicle access. Councillors motioned to object to the application on the grounds of lighting and access and noted the move from self-build units to developer led. Locum Clerk to write.

7. PLANNING NOTIFICATIONS

[WA/2024/02048](#) - Wetwood Cottage, Chiddingfold Road, Dunsfold, Godalming GU8 4PB. Erection of extensions and alterations following demolition of existing conservatory. GRANTED.

[WA/2024/01285](#) - High Loxley, High Loxley Road, Loxhill, Godalming GU8 4BW. Erection of a stable building and construction of a menage with associated fencing and hard landscaping. GRANTED.

[PRA/2022/02089](#) - High Stovolds Farm, Stovolds Hill, Cranleigh, GU6 8LE. General permitted development order 2015 schedule 2 part 3 class q - prior notification application for change of use of agricultural building to 3 dwellings (class c3) and for building operations necessary for the conversion. DEEMED CONSENT.

Councillors noted for the record.

8. SURREY RIGHTS OF WAY IMPROVEMENT PLAN

Cllr Fraser noted that she had discussed the plan with Cllr Deanus. It was agreed that councillors would liaise with a member of the public before a response was formulated.

9. TO RECEIVE UPDATE ON THE COOMBEBURY COTTAGE JUDICIAL REVIEW

Cllr Waterson noted that the Coombebury Cottage decision had been returned, with the judicial review being rejected; the site had approval for 53 dwellings. The Reserved Matters application would now need to be commented on when it was submitted by the developer.

Cllr Waterson further noted that he had a meeting with Clare Upton-Brown, the Waverley/Guildford Head of Planning who confirmed the 5 Year Housing Land Supply was now at 1.28 as Dunsfold Park Garden Village had been removed from the calculations.

10. WAVERLEY BOROUGH COUNCIL

Cllr Deanus noted that the 5 Year Housing Land Supply (5YHLS) in Waverley had now reduced to 2.68% as a result of Dunsfold Park being removed from the numbers in November. With the new Labour target of 1481 houses per annum in the borough, the 5YHLS was now 1.28 which was of concern. It was noted that Waverley Borough Council was also building its evidence base to show that the revised housing targets for Waverley were unachievable.

The new National Planning Policy Framework (NPPF) consultation was published in December, which had new classifications of land to free up land for development.

11. SURREY COUNTY COUNCIL

The Devolution White Paper had now been published – Surrey County Council have been given no real choice; the deal was not negotiable. Current debt levels across Surrey's borough councils was £5.5 billion and it was anticipated that the county would be divided into two unitary authorities with the abolition of borough councils, with Woking, Reigate & Banstead, Waverley and Guildford all being classified together. Surrey County Council have until March to enter proposals to central government and the roll out would be done in waves. Surrey County Council have requested to be included in the first wave which would result in a delay in May's elections.

Cllr Deanus further noted that the role of parish councils would change with the likelihood being for more powers

and local decision making. A full plan on devolution would be available by August/September 2025; under the Fair Funding Review, Surrey County Council's funding would be cut.

12. TO RECEIVE AN UPDATE FROM THE OLD SCHOOL SITE WORKING GROUP

Cllr Griffiths noted that the working group had met a number of times to gather information. It was established that there was no possibility of reopening as an infant school due to lack of local demand and the building itself would not meet the requirements of an infant school.

There was the possibility of opening as a preschool/nursery school but this would be at significant cost and require extensive renovations to move forward. He noted that the Early Years provision was from 9 months old, from September 2025 but it would need to have regular attendance to ensure that costs are covered. Calculating the fixed income from this, the staffing costs to meet the statutory requirements and running costs for 15 children show a loss of £44,000 and for 20 children a loss of £32,000. Other pre-schools operating locally make this viable by running pre and after school clubs for which they charge parents directly.

Informal discussions with the Guildford Diocese Director of Education had taken place who had committed to working with Dunsfold residents to formulate a viable outcome for the site but more had to happen within the working group. Updates to follow.

13. TO NOTE RECEIPT OF SPEEDWATCH AND HGV WATCH INFORMATION AND TO DECIDE ON ACTIONS GOING FORWARD

Cllr Fraser noted that there was a resident who organised Speedwatch in the village who could be briefed on how to report HGV's traversing the village. It was also noted that a link from the parish website to the form would be helpful for residents. Locum Clerk to arrange the website link and Cllr Fraser to make contact with the resident.

14. TO RECEIVE AN UPDATE FROM THE PARISH COUNCIL SURGERIES

Cllr Griffiths reported that a resident had attended the surgeries to ask questions about the KGV pavilion and land. All questions were addressed. The surgery dates were now available on the website for the next quarter.

15. TO UPDATE ON DUNSFOLD'S NEIGHBOURHOOD PLAN

Cllr Waterson noted that dates had been suggested by Katherine Dove from Waverley Borough Council to discuss the Site Allocations Reports which have been drafted and with the planning consultants for review. The village would be consulted in due course, and this would be widely advertised. It was noted that the Neighbourhood Plan was a material consideration in determining planning applications/appeals and would be taken into consideration when new planning applications were registered.

16. UPDATE ON PHONE MAST ON KGV

The Locum Clerk noted that no further correspondence from Carter Jonas has been received since before Christmas, but an email to remind them of their agreement for an undertaking with Cornerstone was being drafted and a follow-up email to Sinclair-Dalby would be sent requesting an update on Cornerstone's position. The Locum Clerk would update on further correspondence once received.

17. CORRESPONDENCE

Cllrs Waterson noted that Carter Jonas (CJ) had been in touch once more (addressed above). A question had been raised about meeting dates which have been provisionally drafted by the Locum Clerk for the new council year and will be circulated shortly to councillors and published on the website and parish noticeboards.

18. RECEIPTS AND PAYMENTS

January 2025

| | | |
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| Julie Flenley | Locum Fees – December 2024 (Inv. #009) | £2,310 |
| Sage Payroll | Payroll costs – December Inv. GB-00128685 | £12.00 |
| Mulberry & Co. | Interim Internal Audit no. 1 Inv. 0794 | £309.12 |

Councillors unanimously agreed the above for payment for January 2025.

19. BANK RECONCILIATIONS

Councillors noted the bank reconciliations for the month of December against bank statements for all accounts. Cllr Waterson proposed that they were signed off, seconded by Cllr Griffiths. Unanimously agreed, Locum noted for the record and to retain signed copies on file.

20. TO AGREE THE ADOPTION OF THE NEW MODEL FINANCIAL REGULATIONS (AS AMENDED)

Councillors noted the Financial Regulations as amended by the Locum Clerk to reflect what had been agreed previously by the Finance Committee I. Cllr Waterson proposed that they were signed off, seconded by Cllr Wright. Unanimously agreed, Locum noted for the record and replace the old Financial Regulations on the website with the agreed, new ones.

21. TO AGREE THE MOVEMENT OF THE “CRISIS” EAR MARKED RESERVE TO THE GENERAL RESERVE ON ADVICE FROM THE INTERNAL AUDITOR.

Cllr Waterson proposed that the Crisis Ear Marked Reserve totalling £23,249.80 be moved back into General Reserves. Seconded by Cllr Griffiths. 5 councillors voted in favour, with one councillor voting against. Motion carried by majority vote, Locum Clerk to action.

22. ITEMS FOR INFORMATION

Cllr Fraser noted that the HGV Watch could be added to the parish magazine to inform residents. The pond management plans were being quoted for, for the 9 village ponds. Surgeries are going ahead as planned and the dates are on the website.

23. FUTURE AGENDAS

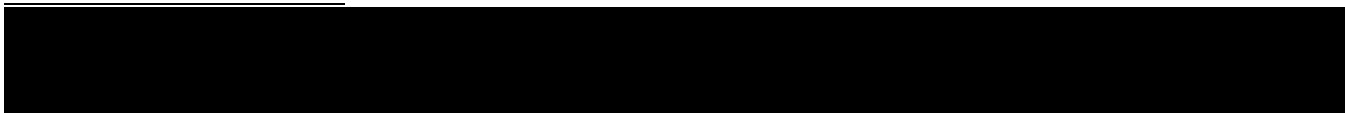
- Old School Site update
- Neighbourhood Plan
- Reports from surgeries
- Finance training

24. TO NOTE THE DATES OF THE NEXT MEETINGS

- Full Council – 12th February 2025
- Commons Committee – 17th March 2025
- KGV Committee – 17th March 2025

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| Exclusion of Press and Public. Pursuant to Procedure Rule 20 and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public will be excluded from the meeting during consideration of the following item due to the confidential nature of the business to be transacted. |
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25. STAFFING AND RECRUITMENT





Chair of the Council..... Dated.....