

DUNSFOLD PARISH COUNCIL

email: Clerk@dunsfoldparishcouncil.gov.uk

Unit 3, The Orchard
Chiddingfold Road
Dunsfold,
GU8 4PB

12th March 2025

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, Winn Hall, Dunsfold at **7.30 pm on Tuesday 18th March 2025**.

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 7.30 pm and 7.45 pm, before the meeting formally commences. Link to supporting documents can be accessed here [18-03-2025](#).

Julie Flenley – Locum Clerk to the Council

AGENDA

1. **APOLOGIES FOR ABSENCE**

Recommendation: To receive apologies for absence.

2. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

2.1 To receive declarations of interest and dispensations, including their nature, from councillors on items on the agenda

2.2 To receive written requests for dispensations for disclosable pecuniary interests

2.3 To grant any requests for dispensation as appropriate

3. **PARISH COUNCIL MINUTES**

Recommendation: To approve the Minutes of the meeting held on 11th February 2025 as a correct record of decisions taken and the Chair of the Council 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. **TO NOTE THE DRAFT MINUTES FROM THE KGV MANAGEMENT COMMITTEE AND COMMONS COMMITTEE**

Recommendation: To note the draft minutes for the record.

6. **PLANNING NOTIFICATIONS**

Recommendation: To receive notification of applications received by Waverley Borough Council on recent planning applications, noted beneath:

[WA/2025/00352](#) - 4 Binhams Meadow, Dunsfold, Godalming GU8 4LH. Erection of a detached workshop/store.

[WA/2025/00333](#) - The Outspan, Binhams Meadow, Dunsfold, Godalming GU8 4LF. Erection of a detached outbuilding for habitable accommodation following demolition of existing detached garage/store.

[WA/2025/00331](#) - Old Orchard, Knightons Lane, Dunsfold, Godalming GU8 4NU. Change of use of land from agricultural to camp site.

[NMA/2025/00310](#) - Heronsford Mill Lane Dunsfold Godalming GU8 4LD. Amendment to wa/2024/00700 to change windows and doors on the west and north elevations as well as replacing the sloping roof lights with a flat roof light.

[WA/2025/00298](#) - Land Coordinates 500422 135337 Wrotham Hill Dunsfold Godalming. Certificate of lawfulness under section 192 for continued use of the land edged red on the accompanying plan as independent residential use and has been in use continuously for a period in excess of 10 years.

[WA/2025/00258](#) - Wetwood Farm Chiddingfold Road Dunsfold Godalming GU8 4PB. Application under s73 to vary condition 1 (approved plans) of wa/2024/01009 to make alterations to the design of plots 9-12 and repositioning of plot 1.

7. PLANNING APPLICATIONS

Recommendation: To note applications decided since the previous meeting.

[WA/2025/00191](#) - Chiddingfold Storage Depot Chiddingfold Road Dunsfold Godalming GU8 4PB. Erection of two buildings following demolition of existing buildings (one fire damaged); use for waste processing/storage/b2 general industrial purposes; creation of vehicular ?In only? Access from Chiddingfold road with sliding security gate; rearrangement of car parking; and landscaping. (This application is determined by surrey county council under their ref scc_ref_2024-0181). NO OBJECTION IS RAISED.

[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. RESERVED MATTERS REFUSED.

[S52/2022/02266](#) - Land Centred Coordinates 500866 135914 Alfold Road Dunsfold Godalming. Request to modify a section 52/106 legal agreement (wa/2017/1815) requires changes to the out of date mortgagee in possession clause and any associated clauses to be amended. NO FURTHER ACTION / DISPOSED OF.

8. STAFFING AND RECRUITMENT

Recommendation: To offer the position of Clerk and RFO to the Recruitment Panel's recommended candidate.

9. TO RECEIVE CLLR WATERSONS MOTION PERTAINING TO THE NEIGHBOURHOOD PLAN

Recommendation: Review and vote on the motion, previously circulated.

10. KGV SUBS AND MEETING UPDATE

Recommendation: To update on the recent meeting held pertaining to the KGV usergroups.

11. KGV CAR PARK

Recommendation: To agree a formal quote to go out to tender on Contracts Finder to relay the KGV car park in tarmac with funds paid out of available CIL monies.

12. WAVERLEY BOROUGH COUNCIL

To receive a report on matters from Waverley Borough Council

13. SURREY COUNTY COUNCIL

To receive a report on matters from Surrey County Council.

14. TO RECEIVE AN UPDATE ON THE OLD SCHOOL SITE WORKING GROUP

Recommendation: To receive an update on progress.

15. TO DISCUSS & AGREE A FINANCIAL RISK ASSESSMENT AND FIXED ASSET CAPITALISATION POLICY
Recommendation: to receive, discuss and agree both documents, previously circulated in line with the Internal Auditors recommendations.
16. TO UPDATE ON DUNSFOLD'S NEIGHBOURHOOD PLAN
Recommendation: To update on recent developments in the preparation of Dunsfold's emerging Neighbourhood Plan.
17. TO UPDATE ON THE PHONE MAST ON KGV
Recommendation: To receive update on recent correspondence from Carter Jonas and Sinclair Dalby.
18. CORRESPONDENCE
Recommendation: To receive and consider any correspondence.
19. RECEIPTS AND PAYMENTS
Recommendation: To receive accounts for payment for March 2025 and approve outstanding items.
20. BANK RECONCILIATIONS
Recommendation: To receive bank reconciliations for February 2025.
21. TO AGREE THE MOVEMENT OF THE PLAYGROUND FUND BANK ACCOUNT INTO THE PARISH COUNCIL'S CURRENT ACCOUNT AND EAR MARK IT FOR FUTURE NEW PLAY ITEMS/CAPITAL PURCHASES
Recommendation: To agree the reallocation of funds into the parish council current account and mark it as Ear Marked Reserves in line with the Internal Auditor's recommendation.
22. ITEMS FOR INFORMATION
To receive items for information.
23. FUTURE AGENDAS
Recommendation: To receive items of business for information or inclusion on a future agenda.
24. TO NOTE THE NEXT DATE OF THE NEXT MEETING
Recommendation: To note the next meeting dates as follows:
- Full Council – 6th May 2025
 - Annual Parish Meeting – 8th April 2025
 - Commons Committee – 19th May 2025
 - KGV Committee – 19th May 2025