

DUNSFOLD PARISH COUNCIL

Tel: 01483 200980
email: dunsfoldparishclerk@btconnect.com

Unit 3, The Orchard
Chiddingfold Road
Dunsfold
GU8 4PB

5th August 2022

NOTICE OF A PARISH COUNCIL MEETING

Councillors are hereby summoned to attend the meeting of Dunsfold Parish Council to be held in the Winn Hall at **7.30 pm on Thursday 11th August 2022.**

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

AGENDA

1. APOLOGIES FOR ABSENCE

Recommendation: To receive apologies for absence.

2. DECLARATIONS OF INTERESTS

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 14th August 2022 as a correct record of decisions taken and the Chairman to sign the Minutes.

4. OUTSTANDING ITEMS 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/2022/01781 - High Loxley Farm, Dunsfold Road, Loxhill, GU8 4BW

Listed building consent for alterations to an existing agricultural building to form ancillary residential accommodation for rural workers.

WA/2022/01780 - High Loxley Farm, Dunsfold Road, Loxhill, GU8 4BW

Alterations to an existing agricultural building to form ancillary residential accommodation for rural workers.

WA/2022/01825 - High Loxley Farm, Dunsfold Road, Loxhill, GU8 4BW

Erection of extensions and alterations to existing agricultural barn (west) to provide a residential dwelling (use classc3) following demolition of existing tractor barn; alterations to existing agricultural barn (east) to provide ancillary residential accommodation; erection of a detached outbuilding to provide garage and home office.

WA/2022/01824 - High Loxley Farm, Dunsfold Road, Loxhill, GU8 4BW

Listed building consent for erection of extensions and alterations to existing agricultural barn (west) to provide a residential dwelling (use classc3) following demolition of existing tractor barn; alterations to existing

agricultural barn (east) to provide ancillary residential accommodation; erection of a detached outbuilding to provide garage and home office.

WA/2022/01832 - Fold Farm Cottage, Chiddingfold Road, Dunsfold, GU8 4PB
Erection of an extension.

WA/2022/01958 - Elm Corner House, The Green, Dunsfold, GU8 4LX
Erection of an agricultural workers dwelling.

WA/2022/01956 - Land adjacent to Elm Corner House, The Green, Dunsfold, GU8 4LX
General permitted development order 2015 schedule 2 part 6 -prior notification application for erection of an agricultural building.

7. NEIGHBOURHOOD PLAN

To receive an update on the Regulation 14 consultation which runs from 5th August to 19th September.

8. MARKWICK LANE HGV DISCUSSION

Notes from the recent meeting attached to this agenda.

Recommendation: To AGREE if the map attached covers all issues regarding HGV's using Markwick Lane. Further, to AGREE if funds can be provided to assist with costs and the amount.

9. KGV POND BIN INSTALLATION

Recommendation: To AGREE if the quote attached to this agenda, is suitable for the installation of a bin by the KGV pond.

10. CIVILITY AND RESPECT PLEDGE

NALC pledge attached to this agenda.

Recommendation: To pass a resolution to sign up to the civility and respect pledge.

11. KGV MANAGEMENT REPORT

To note the report attached to the agenda.

Recommendation: To consider the motion attached to this agenda.

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. CORRESPONDENCE

Recommendation: To receive and consider any correspondence.

15. RECEIPTS AND PAYMENTS

Recommendation: To receive accounts for payment.

16. FUTURE AGENDAS

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

17. PRESS AND PUBLIC

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

Item 5 - Planning Notifications

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

WA/2021/0119 - Ashdown, Chiddingfold Road, Dunsfold, GU8 4PB

Erection of two storey extension including alterations to chimney.

Decision: Pending

WA/2021/02308 - Land South of Dunsfold Road and East of High Loxley Road, Godalming, GU8 4BW

Erection of cattle finishing unit.

Decision: Pending

WA/2021/02581 - South Fork, Wrotham Hill, Dunsfold

Certificate of lawfulness under section 192 for the siting of a caravan for use ancillary to agriculture.

Decision: Pending

WA/2021/03164 - Wetwood Farm, Chiddingfold Road, Dunsfold, GU8 4PB

Demolition of existing buildings and construction of 12 dwellings with associated access parking and amenity areas (as amplified by ecological information submitted 04/01/2022 and archaeological assessment submitted 05/01/2022).

Decision: Pending

WA/2021/03081 - Land Centred Coordinates 500833 137030, The Green, Dunsfold

Outline application with all matters reserved except for access for erection of 5 dwellings and associated works including vehicle access.

Decision: Pending

WA/2022/03255 - Land centred coordinates 501563 137208 High Loxley Road, Loxley

Erection of agricultural worker's dwelling and ancillary farm outbuilding.

Decision: Pending

WA/2022/01008 - Old Kennels Cottage, The Green, Dunsfold, GU8 4NB

Certificate of lawfulness under section 191 to confirm the lawfulness of the annexe extension and glazed link which connects it to the house the annexe and link were completed more than four years ago.

Decision: Pending

WA/2022/01044 - Furze Croft Farm, Alfold Road, Dunsfold, GU8 4NP

Erection of extensions and alterations to barn to form a dwelling and use of land for associated garden and access following demolition of structures (revision of WA/2021/03059).

Decision: Granted

WA/2022/01056 - Timbers, Hurlands Lane, Dunsfold, GU8 4NT

Erection of two storey extension.

WA/2022/01055 - Timbers, Hurlands Lane, Dunsfold, GU8 4NT

Listed building consent for extensions and alterations.

Decision: Pending

WA/2022/01127 - Willards Garden Cottage, The Common, Dunsfold, GU8 4LB

Erection of a dwelling following demolition of existing dwelling.

Decision: Pending

WA/2022/01285 - Oak Woods School House, The Common, Dunsfold, GU8 4EH

Erection of an extension.

WA/2022/01286 - Oak Woods School House, The Common, Dunsfold, GU8 4EH

Listed building consent for the erection of an extension and alterations.

Decision: Granted

WA/2022/01271 - High Loxley Farm, Dunsfold Road, Loxhill, GU8 4BW

Erection of outbuilding for use as a pool house and construction of swimming pool with associated works.

Decision: Pending

WA/2022/01496 - Ashdown, Chiddingfold Road, Dunsfold, GU8 4PB

Erection of ancillary outbuilding and demolition of existing buildings.

Decision: Pending

WA/2022/01395 - Ashdown, Chiddingfold Road, Dunsfold, GU8 4PB

Erection of fencing gates and piers.

Decision: Pending

WA/2022/01469 - HRM Polo, Burningfold Manor, Plaistow Road

Change of use of existing stables with associated internal and external alterations to provide 3 residential dwellings.

Decision: Pending

WA/01504 - Blacknest Farmhouse, Chiddingfold Road, Dunsfold, GU8 4PB

Erection of single storey outbuilding for ancillary residential use together with installation of two air source heat pumps to proposed outbuilding and existing outbuilding following removal of oil tank and shed.

Decision: Pending

WA/2022/01588 - 1 New Inn Cottages, The Common, Dunsfold, GU8 4LL

Listed building consent for alterations to exterior to form enclosed lobby under existing tiled pitched roof.

Decision: Consent granted

WA/2022/01587 - 1 New Inn Cottages, The Common, Dunsfold, GU8 4LL

Erection of oak framed glazed screen and entrance door to form enclosed lobby under existing tiled pitched roof.

Decision: Granted

PRA/2022/01574 - Hurstfold, Hurlands Lane, Dunsfold, GU8 4NT

The erection of single storey rear extension which would extend beyond the rear wall of the original house by 7.10M for which the height would be 3.40M and for which the height of the eaves would be 3.40M.

Decision: Refuse not permitted development

WA/2022/01654 - High Loxley Farm, Dunsfold Road, Loxhill, GU8 4BW

Listed building consent for the erection of stables and alterations following demolition of existing stables.

Decision: Pending

WA/2022/01653 - High Loxley Farm, Dunsfold Road, Loxhill, GU8 4BW

Erection of stables and alterations to access road following demolition of existing stables.

Decision: Pending

PRA/2022/01630 - Willards Farm, The Common, Dunsfold, GU8 4LB

General permitted development order 2015 schedule 2 part 3 class q - prior notification application for change of use of agricultural building to 1 dwelling (class c3) and for building operations necessary for the conversion.

Decision: Pending

WA/2022/01659 - 1 Blacknest Cottages, Chiddingfold Road, Dunsfold, GU8 4PB

Certificate of lawfulness under section 192 for erection of single storey side extension with pitched roof.

Decision: Pending

Item 8 - Markwick Lane discussion

Quick summary of points raised 18th July:

- Starting proposal for discussion was for a 7.5t weight restriction on HGVs along Salt Lane/ Markwick Lane, with 7.5t Weight limit red signs at Salt Lane and Hascombe Road junctions (Advanced warning signs on surrounding roads), which had been identified following a destination survey of the road as funded by the previous County Councillor.
- There was a consensus from those attending that an area wide coordinated approach was the preferred option, so that this didn't displace rat running down other smaller roads
- There was a general consensus that there was no desire to see cameras installed for enforcement (This facility is not in place currently) , and it was noted that the Police would be unlikely to enforce the bans, so what was implemented should be self-sufficient to deliver change.
- It was noted that BLUE signs could specify road names so be specific
- It was agreed that there was no wish to restrict local business deliveries and it was noted that legitimate businesses would still be able to use areas under an HGV ban for access only.
- The map attached below was shared as a possible starter for 10 for the input for a zonal area ban, Parish Councils who had seen it before were supportive of this, but it was noted that not all the Parish Councils had had sight of this map and had some reservations about the boundaries that needed considering, especially relating to areas where the Parish Council reported there had been some near miss collisions recently.

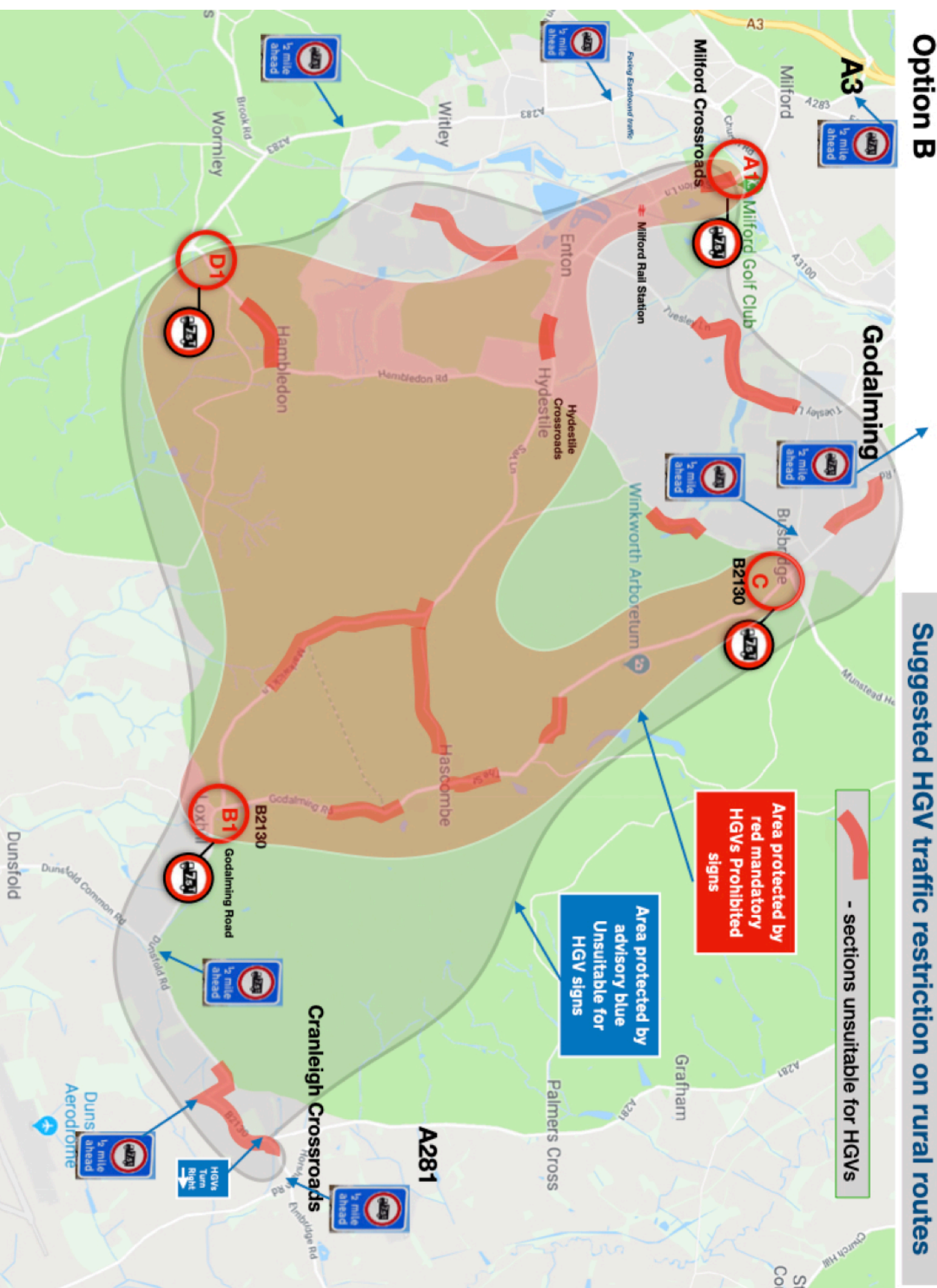
Key elements to move forward were:

- A desire from the Parish Councils and Petitioner for SCC to complete an area wide survey of HGV traffic with a focus on developing a zonal area restrictions
- A desire from the County Councillors to collaborate to do this and work collaboratively to deliver improvements (which would depend on the survey)
- Parish Councils would look at whether they could support this financially alongside the County Councillors

Some key dates agreed yesterday:

- Summary of discussion and map shared circulated to attendees - Friday 22nd July 2022
- Parish Councils to submit their comments on an HGV ban on the proposed areas in the map attached (or proposals for alternatives - Friday 2nd September
- Cllr Kevin Deanus and Traffic Engineers to review the comments, identify possible zone/area and send out for comments - Friday 9th September
- Follow up meeting of this group to take place in second week of September to agree way forward and funding (w/c 12th September)
- Following the meeting above in w/c 12th September, if an area has been agreed and funding identified - a brief to be drawn up and survey initiated

Suggested HGV traffic restriction on rural routes





Item 9 - KGV Pond bin installation

New bin locations in the borough are now chargeable to the Parish Councils as well as future collections of the bin.

Cost of the bin (model: Broxap Single Derby) = £294.00

Cost of installation..... = £216.00

Cost of per visit emptying of bin..... = £10.00

The collection of the bins is suggested at once a week to be combined with the existing collections meaning a cost of £520 annually for collection.

Item 10 - Civility and Respect pledge

Definition of Civility and Respect

Full details found on the NALC website.

Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Signing up is a simple process, which requires councils to register and agree to the following statements:

Statement

- ◆ **Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.**
- ◆ **Our council has committed to training councillors and staff.**
- ◆ **Our council has signed up to Code of Conduct for councillors**
- ◆ **Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.**
- ◆ **Our council will commit to seeking professional help in the early stages should civility and respect issues arise.**
- ◆ **Our council will commit to calling out bullying and harassment when it happens.**
- ◆ **Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme**
- ◆ **Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.**

Item 11 - KGV Management Report and Motion

The KGV works have been progressing well and I'm pleased to say the fence is installed and there are only a few items outstanding which should be completed in 2 weeks.

The trees on the border that have Ash dieback will be sorted out by the landowner this Autumn.

Rudgwick Juniors have offered to pay for some pitch maintenance this September and the KGV management committee have accepted their kind offer and we would like to thank them once more.

Parking of residents' cars in the KGV car park remains an issue especially as some residents are parking on a daily basis including overnight.

This is being monitored and maybe a sign is needed like the ones at The Winn Hall stating

Parking for King George V Users Only

No Overnight Parking

Vehicles parked here are left at the owners risk

We will also need to think about adding a sign on the field gate leading to the pitch stating

Do Not Obstruct the Gate

The reason being there have been cars parked in front blocking them is only going to cause further issues when the contractors try to gain access to maintain the grounds as they will bill us just the same if they can't get the access.

Some dog owners are still using the grounds even though it is a dog exclusion site and the illegal cut-thru has had the fence joined up to stop access. There is still a problem with dog poo bags and unbagged mess, which must be cleared up, a lot of people still walk in under the belief that only the children's play area and the pitch are the only areas dogs are not allowed when in fact dogs are not allowed anywhere on the grounds, including the car park.

Waverley Enforcement officers are making regular visits and are speaking to dog owners on the grounds and if they keep seeing the same people then they will be issuing fines.

The KGV management committee have obtained quotes for a new Grounds maintenance contractor and our chosen bidders quote is up for consideration in this DPC meeting.

The KGV are in the process of obtaining a new waste contract with lockable bins as dog poo bags are not permitted to be disposed in them as some are using the existing bins by the front door for doing so.

The Childrens Playground has been very popular even before the school holidays and it's great to see this asset being used by the local families.

Mike Cookson-Taylor

Motion:

I would like to propose that Dunsfold Parish Council accept the attached quotes for the ongoing KGV Grounds Maintenance.

At present there is no contractor in place and the Football Season starts in a couple of weeks time and the chosen bidder has previously held this contract and this company was the KGV Management Committee preferred bid. .

Thanks,

Mike Cookson-Taylor

Glendale Quotation - D 01436.01 D - Dunsfold Parish Council - Dunsfold

As per the specification you discussed with him, please find below our prices for the coming season.

D 01436.01 D - Dunsfold Parish Council - Dunsfold	Qty	Rate	Total
Mowing - 5m batwing rotary mower (cut & fly)	20	£56.98	£1,139.60
Spiking	3	£56.98	£170.94
Verti Drain	1	£170.94	£170.94
Fertiliser (Spring / Summer and Autumn / Winter)	2	£743.69	£1,487.38
Selective Spray	3	£370.94	£1,112.82
Drill Seeding (light overseed - 2 passes)	1	£1,603.65	£1,603.65
Boundary Flail	1	£170.94	£170.94
Goal Mouth Repair (x 2 goals)	1	£129.14	£129.14
			£5,985.41

All prices exclude VAT

Item 15 - Receipts and Payments

Mr & Mrs Goodall	Office rent	£180
Netwise training	Annual hosting fee	£552
RJ Walker	Commons work	£520
Sage	Payroll	£8.40
Celeste Lawrence	July PAYE	£911.35
HMRC	July tax & NI	£29.39
Surrey Pension Fund	July payment	238.32
		£2439.46