

DUNSFOLD PARISH COUNCIL

Tel: 01483 200980
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Unit 3, The Orchard
Chiddingfold Road
Dunsfold
GU8 4PB

8th July 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 14th July 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 INTEREST

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.

SUSPEND THE MEETING FOR THE COMMONS COMMITTEE MEETING TO TAKE PLACE

3. RATIFY COMMONS COMMITTEE MEETING

Recommendation: The Chairman to report on the proceedings of the Commons Committee meeting held and members to resolve to adopt the recommendations.

4. PARISH COUNCIL MINUTES

Recommendation: To approve the Minutes of the meeting held on 9th June 2022 as a correct record of decisions taken and the Chairman to sign the Minutes.

5. OUTSTANDING ITEMS FROM THE PREVIOUS PARISH COUNCIL MEETING MINUTES

Recommendation: To review any matters outstanding from the previous minutes and record progress.

6. PLANNING NOTIFICATIONS

Attached to agenda.

To receive notification of decisions made by Waverley Borough Council on recent planning applications.

7. PLANNING APPLICATIONS

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.

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.

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.

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.

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

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

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.

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.

8. EASEMENTS AT LEYLANDS FARM

See attached document.

Recommendation: To consider the motion attached to this agenda.

9. KGV ACCOUNTS

Attached to agenda.

To note the KGV accounts.

10. CLIMATE CHANGE AND SUSTAINABILITY SUPPLEMENTARY PLANNING DOCUMENT (SPD)

See attached document.

Recommendation: To consider the motion attached to this agenda.

11. NEIGHBOURHOOD PLAN

To receive an update on the Regulation 14 arrangements.

12. VILLAGE PROJECTS

To receive an update on village projects.

13. KGV MANAGEMENT REPORT

To note the report attached to the agenda.

Recommendation: To consider the motion attached to this agenda.

14. WAVERLEY BOROUGH COUNCIL

To receive a report on matters from Waverley Borough Council

15. SURREY COUNTY COUNCIL

To receive a report on matters from Surrey County Council.

16. CORRESPONDENCE

Recommendation: To receive and consider any correspondence.

17. RECEIPTS AND PAYMENTS

Recommendation: To receive accounts for payment.

18. FUTURE AGENDAS

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

19. PRESS AND PUBLIC

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

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8th July 2022

Unit 3, The Orchard

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GU8 4PB

NOTICE OF A MEETING OF THE COMMONS COMMITTEE

Members of the Commons Committee are summoned to attend a meeting of the Commons Committee to be held at **7.30pm on Thursday 14th July 2022 in the Nugent Room of the Winn Hall, Dunsfold.**

Celeste Lawrence
Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

Recommendation: To receive apologies for absence.

2. MINUTES

Recommendation: To receive for confirmation the Minutes of the Meeting held on 12th May 2022.

3. REVIEW OF ACTIONS FROM THE PREVIOUS MEETING MINUTES

Recommendation: To review any matters outstanding from the previous minutes and record progress.

4. REPORT FROM THE CHAIRMAN OF THE COMMONS STEERING GROUP

Recommendation: To receive a report from the Chairman of the Commons Steering Group.

5. S106 MONIES

Recommendation: To receive a report on tree works being done with the S106 monies.

6. WOODLAND AND POND MANAGEMENT PROGRAMME

Recommendation: To receive a report on the progress of the management plan.

7. COMMON AREA ISSUES

Recommendation: To consider any other issues relating to the Common area.

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/2021/03105 - 2 Grattons Cottages, The Green, Dunsfold, GU8 4LU

Erection of extensions and alterations.

Decision: Granted

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/2022/00417 - The Mill House, Mill Lane, Dunsfold, GU8 4LP

Erection of extensions and alterations to outbuilding to form habitable accommodation.

Decision: Granted

WA/2022/00426 - The Mill House, Mill Lane, Dunsfold, GU8 4LP

Listed building consent for erection of extensions and alterations to outbuilding to form habitable accommodation.

Decision: Consent granted

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: Pending

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: Pending

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/2022/01276 - South Fork, Wrotham Hill, Dunsfold, GU8 4PA

Certificate of lawfulness under section 192 for the siting of a caravan for use ancillary to the lawful residential use of the land.

Decision: Certificate granted

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

08 July 2022

Draft Deeds of easements in relation to properties at Leylands farm

Lawyers, DAC Beachcroft have been instructed by Waverley Borough Council (WBC) to act on their behalf in negotiating and granting easements across The Common at the top of Wrotham Hill for the benefit of The Barn, Wrotham Place (Title SY553770) and Leylands farm (Title SY850057).

As lessees of The Common DPC will need to be a party to the deeds which are currently with the WBC solicitors awaiting their approval.

We have already raised a number of questions in relation to the proposed access way construction method and also queried the fact that the access way has been widened to accommodate 3 separate gated entrances.

We have also questioned how much of the premiums being asked for these easements would be payable to DPC since we are responsible for the maintenance of the common. DAC Beechcroft have responded to this by saying "We understand that the whole of the premium is to be retained by our client (ie. It will not be apportioned between WBC and DPC)"

Documents relating to both of these easements can be downloaded here: <https://we.tl/t-aeAOkz9ogm>

Currently some of these documents are confidential and so you will require a password which I will email to all councillors separately.

I propose that Dunsfold Parish Council responds to this by suggesting that we open discussions to negotiate a percentage of the premiums.

Proposer: Stephen Hayward

Stephen Hayward proposal for consideration by Dunsfold Parish Council

08 July 2022

Waverley Borough Council Climate Change and Sustainability SPD Consultation

The Climate Change and Sustainability SPD sets out the Waverley Borough Council's guidance on how development should minimise energy use, be sustainable in its layout, landscaping and orientation of buildings, be resilient and adapted to climate change, use sustainable resources and materials, be water efficient, and be designed to encourage use of sustainable forms of transport. It has been prepared to support the Waverley Local Plan Part 1: Strategic Policies and Sites (LPP1) which was adopted by the Council on 20 February 2018. The SPD is part of the Council's response to the climate emergency.

The consultation on the Waverley Climate Change and Sustainability Supplementary Planning Document (SPD) will take place from **Tuesday 28 June to 11.59pm on Friday 29 July 2022**.

Copies of the Climate Change and Sustainability SPD and supporting documentation are available to view on the Waverley Borough Council website at: www.waverley.gov.uk/ClimateSPD

Once adopted (hopefully by end of September) the SPD will form part of material planning considerations when assessing new planning applications.

I propose that Dunsfold Parish Council agrees a representative to collate councillors thoughts and respond to this consultation.

Proposer: Stephen Hayward

Stephen Hayward proposal for consideration by Dunsfold Parish Council

Item 13 KGV Management Report

The fencing is still not in stock but should be replaced the week commencing 25th July.

The old Sign will be disposed off with the old fencing when it's replaced.

I have informed DRS Electrics that we will only be replacing the one light in Foulston Hall not the lot, but that won't be for a while.

Speed Bump Signage should be located on the first one, not the last as it is presently, we need to decide what we do to be compliant as there used to be one the left hand side of the road which allegedly got hit by a car. The owners of the road have given permission to re-locate the existing speed bump sign to replace the one that was damaged and removed.

The Electrics have been checked over by an electrician and their quote for the works are below, which i will be bringing to the DPC for funding if agreeable.

Mike Cookson-Taylor
KGV Management Committee Chairman

I would like to propose that Dunsfold Parish Council please accept the attached preferred quote from DRS Electrical for the Electrical Work detailed below to ensure that the buildings are safe and meet electrical standards.

1) Emergency Lighting

Item	Quantity	Unit Price	Total
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LED METEOR MAXI M3 B/HEA	7.00	£20.63	£144.41
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GRID KEY 20A SP 2W EMG M	10.00	£11.27	£112.70
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Watchman LED Exit Box Maintained /

Non-Maintained 3W White

	2.00	£28.75	£57.50
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Sundries	1.00	£3.22	£3.22
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Labour	1.00	£360.00	£360.00
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Total		£677.83	ex.vat
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2) Meter Change

Item	Quantity	Unit Price	Total
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100A 5 WAY CONN BLOCK (ESKO)	1.00	£12.38	£12.38
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6181Y 25MM 3X3M BL/BN/GY	1.00	£42.49	£42.49
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Sundries	1.00	£3.22	£3.22
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Labour	1.00	£180.00	£180.00
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Total		£238.09	ex.vat
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3) Foulston Hall Light Replacement

1x replace light fitting (supply and install) £234.16 ex.vat

Fire brigade recommendations for KGV and Foulston Hall

4) 3x heat detectors (wire, supply and install £660 ex.vat

1) £677.83

2) £238.09

3) £234.16

4) £660.00

Total £1810.08

Item 16 Receipts and Payments

July 2022

Expenditure		
Mr & Mrs WG Goodall	Office rent	180.00
Zurich Town & Parish	Insurance	2085.92
Burst Limited	Sign design	300.00
Celeste Lawrence	Stationary	47.47
Nexus Planning Ltd	NP	3360.00
Sage	Payroll	8.40
SLCC	Annual membership	171.00
The Sign Shop Horsham Ltd	KGV sign S106	2604.00
Celeste Lawrence	June PAYE	894.09
HMRC	Tax and NI June	46.65
Surrey Pension Fund	June payment	238.32
		9935.85
Income		

[illegible]

INCOME YEAR ENDING 31ST MARCH 2022										
Date	Payee	Description	Amount	Electricity	Football Club	Hall Hire	DPC Grants	Grant	Social Club	Tennis Club
27/04/2021	Social Club	Subs	300.00						300.00	
25/05/2021	Social Club	Subs	300.00						300.00	
01/07/2021	Social Club	Subs	300.00						300.00	
27/07/2021	Social Club	Subs	300.00						300.00	
25/08/2021	Social Club	Subs	300.00						300.00	
06/10/2021	Social Club	Subs	300.00						300.00	
27/10/2021	Social Club	Subs	300.00						300.00	
24/11/2021	Social Club	Subs	300.00						300.00	
13/12/2021	Dunsfold Tennis Club	Annual fee	500.00							500.00
04/01/2022	Social Club	Subs	300.00						300.00	
19/01/2022	Social Club	Waverley hire fee	500.00			500.00				
20/01/2022	Social Club	Waverley hire fee	500.00			500.00				
25/01/2022	Social Club	Subs	300.00						300.00	
31/01/2022	Tennis Club	Electricity	271.67	271.67						
01/02/2022	Rudgwick Football Club	Annual fee x 2 teams	1050.00		1050.00					
15/02/2022	Social Club	Subs	300.00						300.00	
17/02/2022	Dunsfold Football Club	Annual fee	500.00		500.00					
21/03/2022	Social Club	Subs	300.00						300.00	
			6,921.67	271.67	1550.00	1000.00	0.00	0.00	3600.00	500.00

Receipts and Payments Account Year Ended 31st March 2022				
Year 2020/21	INCOME			Year 2021/22
		Grants:		
10,100.00		Waverley Borough Council		
0.00		Dunsfold Parish Council		0.00
		Electricity		271.67
		Hall hire		1,000.00
1,850.00		User groups licence fees:		5,650.00
		Football	1550.00	
	500.00	Tennis Club	500.00	
	1350.00	Social Club	3600.00	
11,950.00				6,921.67
Year 2020/21	PAYMENTS			Year 2021/22
1,843.80		Cleaning/Caretaker		1,740.13
844.88		Electricity		1,320.28
1,055.00		Grass cutting		1,662.50
280.92		Maintenance and repairs		487.50
50		Misc		265.60
382.73		Oil		729.95
1,166.08		Water		768.20
0.00		Waverley non domestic rating bill		36.59
5,623.41		TOTAL PAYMENTS		7,010.75
6,326.59		NET OPERATING SURPLUS/DEFICIT		-89.08
Receipts and Payments Summary				
98.72		Brought forward 1st April 2021		6,425.31
11,950.00		Add total receipts		6,921.67
12,048.72				13,346.98
5,623.41		Less total payments		7,010.75
6,425.31		Carried forward 31st March 2022		6,336.23
Stephen Hayward				
KGV Management Committee Member				
Mike Cookson-Taylor				
KGV Management Committee Member				
Ashley Alexander				
KGV Management Committee Member				
Celeste Lawrence				
Treasurer KGV Management Committee				
I have examined the accounting records of the charity and in my opinion, these have been properly maintained by the trustees of the charity and show an accurate income and expenditure account for the year ended 31st March 2022.				
Alison Daniels				
Independent examiner				