

# ALFOLD PARISH COUNCIL

**MINUTES** of the Alfold Parish Council Meeting held on **Tuesday 9<sup>th</sup> May 2017** at Alfold Village Hall.

**Present:** Mr Nik Pidgeon (Chairman); Mrs Penni Mayne; Mrs Betty Ames;  
Mr Adrian Erricker; Mrs B Weddell (Clerk)

Three members of the public were in attendance.

**Apologies:** Apologies for absence had been received from Mr Denton-Miller, Mr Budd, Mr Mouring and Waverley Borough Councillor Kevin Deanus.

		ACTION
<b>17/041</b>	<b>Election of Chairman and Vice Chairman</b> Mr Pidgeon was elected as Chairman of the Parish Council by for the ensuing year by a unanimous vote. Mrs Mayne was elected Vice Chairman for the ensuing year by a unanimous vote. Mr Pidgeon advised that he would stand down as Chairman after the Dunsfold Park planning inquiry had been held.	
<b>17/042</b>	<b>Declarations of interest pertaining to agenda items</b> There were no declarations of interest.	
<b>17/043</b>	<b>Minutes</b> The minutes of the parish council meetings held on 21 <sup>st</sup> March and 6 <sup>th</sup> April were approved as correct records of the meetings and signed by the Chairman.	
<b>17/044</b>	<b>Chairman's Annual Report</b> The Chairman's Annual Report is appended to these minutes.  The Chairman also reported that there had been a very successful litter collection event, with approximately 20 bags of rubbish collected in just an hour and road signs cleaned through the village. The Chairman thanked everyone involved.	
<b>17/045</b>	<b>Clerk's report</b> The Clerk advised that she would be meeting a builder about the cemetery wall the following day and would report to the next meeting.  The Clerk reported that Thames Water had repaired the area around the pumping station with turf, rather than plastic matting as had been agreed. She and Cllr Deanus had put in a complaint to Thames Water and were awaiting a response.	Clerk
<b>17/046</b>	<b>Committees and Areas of Responsibility</b> After discussion, it was agreed that there would be no change to individual Areas of Responsibility (copy appended to these minutes).	
<b>17/047</b>	<b>Accounts and balance sheet for the year ending 31.3.17</b> a) Review internal auditor's report. The Internal Auditor's report was noted. The Clerk would enquire about increasing the level of cover for cyber-crime and would check with the British Library about the need to send updates of the news section of the website.	Clerk

- b) Annual governance statement 2016/17. This had been circulated prior to the meeting. The council gave authority for the Chairman and the Clerk to sign the statement as approved.
- c) Accounting statements for 2016/17. This had been circulated prior to the meeting. The council gave authority for the Responsible Financial Officer to sign the statement as approved.

**17/048 Henry Smith's Charity Accounts**

The Chairman signed the approved Statement of Accounts for the year ended 30.12.15, which is appended to these minutes.

*The meeting opened to the public:* Mr Link and associate were present to introduce themselves and advised that they would wish to discuss opportunities for their land on the A281, formerly the subject of planning applications for a showman's site. The Chairman advised that the parish council had agreed to do a Neighbourhood Plan and would be carrying out a Call for Sites and would be willing to speak to them in the future.

*The business of the meeting resumed:*

**17/049 Neighbourhood Plan**

There was nothing to report, pending an imminent meeting with Colin Smith Planning.

**17/050 Standing Orders, Financial Regulations and Risk Register**

The above documents had been circulated prior to the meeting. It was agreed that no amendments were required.

**17/051 Correspondence**

The owner of Clover Cottage had contacted the parish council to advise he would shortly be submitting a planning application for an annexe.

Surrey County Council had written regarding the Linden Farm development and setting out in some detail that they would not be interested in any access to the site via Chapel Field.

**17/052 Accounts for payment**

The attached Order for Payments was approved and signed.

**17/053 Planning. Summary of the status of recent planning applications for information only**

There were no recent decisions to report.

**17/054 Planning**

After full consideration of the following applications, the parish council resolved to comment as follows:

PRA/2017/0003 General Permitted Development Order 2015 Schedule 2 Part 3 Class Q – Prior notification application for change of use of agricultural buildings to two dwellings and associated operational development. Fastbridge Farm, Guildford Road, Alfold. **No comment.**

PRA/2017/0002 General Permitted Development Order – Prior notification for change of use from agricultural building to industrial units (Use Class B8). Fast Bridge Farm, Guildford Road, Alfold. **No comment.**

WA/2017/0597 Consultation under Regulation 3 for details of demolition and construction traffic management plan, drainage details, ecological mitigation plan and arboricultural method statement submitted pursuant to Conditions 4, 11, 17 and 20 of planning permission ref WA/2016/1793 Linden Farm, Rosemary Lane, Alfold. **Letter of objection appended.**

**17/055**      **Items of business for information**

Sports Day 1<sup>st</sup> July – it was agreed the parish council should have a stall at Sports Day to inform residents about the neighbourhood plan.

**17/056**      **Next meetings**

Planning – 8<sup>th</sup> June, 7.30pm, Green Room, Alfold Village Hall

Meeting Full Council – 4<sup>th</sup> July, 7.30pm, Alfold Village Hall

**There being no further business, the Chairman closed the meeting at 21:30.**

From: [mwcd@surreycc.gov.uk](mailto:mwcd@surreycc.gov.uk) [<mailto:mwcd@surreycc.gov.uk>]

Sent: 10 May 2017 10:50

To: [clerk@alfoldparishcouncil.co.uk](mailto:clerk@alfoldparishcouncil.co.uk)

Subject: Comments acknowledgement

Dear Mrs Beverley Weddell. On behalf of Alfold Parish Council, Thank you for your comments for application SCC Ref 2017/0059:

"Alfold Parish Council has considered the details of the Construction Traffic Management Plan relating to the development at Linden Farm and objects to the proposals.

We note that the proposed holding area is in fact in the second of the entrances to Rosemary Lane, which is a narrow entranceway used continually by vehicles travelling from Loxwood (note not Lockwood). Lorries parked in this area will not only impede the aforesaid traffic, which will then have to brake as the lorry will not be visible on the approach from the B2133 Loxwood Road, which contains fast-moving traffic, thereby constituting a traffic hazard.

Further, it is common practice that vehicles entering Rosemary Lane by Crown Cottage, which is single track, have to stop and reverse back onto what will be the holding area, particularly when the traffic exiting Rosemary Lane is agricultural traffic including large lorries. The village green and Rosemary Lane are used regularly by horse riders. Therefore, the siting of the proposed holding area is unsuitable and dangerous.

Surrey County Council have been offered alternative access to the site, which would negate the need for such a holding area.

In the alternative, Surrey County Council should be able to allocate a more suitable holding area such as the lay-bys on the A281 north and south, parts of the B2133 which are on stretches of straight road, or by negotiation with landowners.

Finally, we have concerns as to enforcement of such issues as it has been reported to the parish council that on more than one occasion large mechanical diggers have been unloaded in Rosemary Lane and have had to travel down Rosemary to turn and come back to get entrance to the site.

"

Your comments have been logged against this application.

Surrey County Council

# ALFOLD PARISH COUNCIL

## Committees and Areas of Responsibility:

Neighbourhood Plan Steering Group	All
Playground	Mr Budd
Jubilee Pond	Mr Budd/Mr Erricker
Cemetery	Mr Pidgeon
Notice Boards	Mr Budd
Finance	Mr Denton-Miller
Police Liaison	Mr Mouring
Eastern Villages Task Group	Mrs Mayne/Mrs Ames
Surrey Local Committee Representative Mayne	Mr Pidgeon/Mrs
Surrey ALC Representative	Mrs Ames
Flooding	Mr Erricker
Sports Council Representative	Mr Erricker

# Alfold Parish Council

Schedule of receipts and order for payments for May 2017

To be approved under Agenda item 15 at the Parish Council meeting on 9.5.17

## RECEIPTS

<b>Payer:</b>	<b>Detail:</b>	<b>Amount:</b>
Waverley BC	Precept and grant	£25,500.00
Alfold Sports Council	Rent	£ 495.00
Memorials of Distinction	2 x memorials	£ 376.00
	<b>Total</b>	<b>£26,371.00</b>

## PAYMENTS

<b>Payee:</b>	<b>Detail:</b>	<b>Amount:</b>
Peter J Consultants	Internal Audit	£ 152.81
	<b>Total</b>	<b>£ 152.81</b>

## EXPENDITURE TO BE RATIFIED – paid since last Parish Council Meeting:

<b>Payee:</b>	<b>Detail:</b>	<b>Amount:</b>
Johnstone Grounds	April grasscutting	£ 750.00
B Weddell	April salary	£ 579.72
B Weddell	Travel (train fares to Reading/London)	£ 45.50
Surrey ALC	Subscriptions	£ 311.82
	<b>Total</b>	<b>£ 1,687.04</b>

**Total receipts £26,371.00**

**Total expenditure £1,839.85**

Signed by Chairman: ..... Date: .....

Signed by Councillor: ..... Date: .....

Signed by Clerk/RFO: ..... Date: .....