



CRANLEIGH PARISH COUNCIL

NOTICE OF A MEETING OF THE PARISH COUNCIL

Thursday 17 October 2024 at 7.00pm
Council Chamber

To ALL MEMBERS OF THE COUNCIL

Councillors are respectfully summoned to attend a meeting of the Parish Council to be held at 7.00pm on Thursday 17 October 2024 at the Council Chamber.

Beverley Bell FSLCC
Parish Clerk

10 October 2024.

Members of the public and press are entitled to attend this meeting in person and may also attend via zoom using this link:

Join Zoom Meeting

<https://us06web.zoom.us/j/84603188284?pwd=SQn45puB45yt9tvCLt22S4NdoD07SP.1>

Meeting ID: 846 0318 8284

Passcode: 819824

One tap mobile

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Please note that there is a maximum capacity of 25 persons in the Council Chamber including the Council.

Members Questions

At the discretion of the Chairman, those members of the public, residing or working within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, for a maximum of 3 minutes per person or 15 minutes overall.

AGENDA FOR THE PARISH COUNCIL MEETING

1. APOLOGIES FOR ABSENCE

Recommendation: To receive apologies and reasons 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 notification of any changes to Members' Interests.**

3. PUBLIC SESSION

Recommendation: To note any comments from parishioners.

4. PARISH COUNCIL MINUTES

Distributed separately.

Recommendation:

- **The Council to approve and the Chairman to sign as a correct record, the Minutes of the Parish Council Meeting held on 19 September 2024.**

5. CHAIRMAN'S REPORT

Recommendation: To note the report.

6. CLERK'S REPORT

Recommendation: To note the report.

7. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

Recommendation: To note the reports.

8. MINUTES OF COMMITTEES

- To receive and approve as a correct record the Planning Committee Minutes of 02 and 09 September 2024.
- To receive and approve as a correct record the Property & Asset Committee Minutes of 11 July 2024.

Recommendation: To receive the minutes listed above.

9. FINANCIAL MATTERS

1. The expenditure list for 17 October 2024 to follow.
2. Bank Reconciliation for 30 September 2024 to follow.
3. Cashbook Reconciliation and earmarked reserves for 30 September 2024.
4. To review cashflow and investment with CCLA PSDF.
5. Neighbourhood CIL applications: Cranleigh Arts Centre, Knowle Park
6. Grant applications: Challengers, Cranleigh Scout Group, Cranleigh BID, Cranleigh Sub-Aqua, Hoppa.
7. To consider a request from the Grounds Manager to draw down Football Foundation funding from the Pitch EMR for pitch maintenance.

Recommendation:

1. **To agree the expenditure list to 17 October 2024.**
2. **To approve the bank reconciliation to 30 September 2024.**
3. **To approve the cashbook reconciliation and earmarked reserves allocation to 30 September 2024.**
4. **To review cashflow and investment with CCLA PSDF.**
5. **To review Neighbourhood CIL applications.**
6. **To review grant applications.**
7. **To consider a request from the Grounds Manager to draw down Football Foundation funding from the Pitch EMR for pitch maintenance.**

10. OUTSIDE BODIES
To receive reports from outside bodies:
- Beryl Harvey Conservation Field
 - Centenary Garden
 - Community Speedwatch
 - Recreation Users
 - Youth Council
 - Youth Music Club
- Recommendation:**
- **To note the reports.**
11. HENRY SMITH CHARITY
To approve the grant payments to the Cranleigh Community Fund, Food Bank and Rowleys.
- Recommendation:**
- **To approve the grant payments to the Cranleigh Community Fund, Food Bank and Rowleys.**
12. SOCIAL MEDIA
To receive an update from Cllr Talmage regarding her consultation with the Football Club and Youth Council.
- Recommendation:**
- **To receive an update from Cllr L Talmage.**
13. SAFETY IMPROVEMENTS B2130 DUNSFOLD ROAD
To consider a request from Surrey Strategic Transport Group to support their application for Strategic CIL for safety improvements to the B2130 Dunsfold Road.
- Recommendation:**
- **To consider a request from Surrey Strategic Transport Group to support their application for Strategic CIL for safety improvements to the B2130 Dunsfold Road.**
14. WBC LICENCES APPLICATIONS
- Il Forno Volante Street Trading Licence- Closing Date: 31 October 2024.
 - Yangaz Pavement Licence – Closing Date: 21 October 2024.
- Recommendation:**
- **To submit a response.**
15. SURREY HILLS NATIONAL LANDSCAPE (AONB) BOUNDARY VARIATION PROJECT
<https://surreyhills.org/surrey-hills-boundary-review/>
Closing Date: 10 December 2024.
- Recommendation:**
- **To consider appointing a planning consultant to assist the Council with their response.**
16. LAW COMMISSION CONSULTATION ON BURIAL AND CREMATION
[Burial and Cremation - Law Commission](#)
Closing Date: 09 January 2025.
- Recommendation:**
- **To submit a response.**
17. CRANLEIGH NEIGHBOURHOOD PLAN

- To receive an update on the review of the Cranleigh Neighbourhood Plan.
- To appoint a planning consultant to guide the Council through the Neighbourhood Plan review.

(This item may be held in private and confidential session – reason: commercial in confidence)

Recommendation:

- **To arrange the first meeting of the Neighbourhood Plan Committee to commence the review of the Neighbourhood Plan.**
- **To appoint a planning consultant to guide the Council through the Neighbourhood Plan review.**

18. LEISURE CENTRE

To receive an update on the temporary use of the tennis courts for the Leisure Centre build.

(This item may be held in private and confidential session – reason: commercial in confidence)

Recommendation:

- **To receive an update on the temporary use of the tennis courts for the Leisure Centre build.**
- **To receive an update from the Working Party who are exploring the permanent use of the tennis courts area, subject to an alternative space being provided.**

19. RECOMMENDATIONS FROM THE PROPERTY AND ASSET COMMITTEE

(This item may be held in private and confidential session – reason: commercial in confidence)

Recommendation:

- **To appoint an architect to prepare the machine shed and ancillary buildings planning application and to support the Council through the tender process through to completion, to be funded from the Business Plan reserve.**
- **To receive the recommendation of the Property and Asset Committee on the MUGA planning application and Your Fund Surrey application.**
- **To appoint an architect to prepare the Snoxhall Pavilion refurbishment planning application and to support the Council through the tender process through to completion, to be funded from the Snoxhall Pavilion reserve and to submit an application to Your Fund Surrey.**
- **To appoint a contractor to open two trial pits in the main hall floor at the Village Hall to check the loading for a rake seating system for the phase 2 improvements.**
- **To consider the hire of the store cupboard in the Committee Room from 01 April 2025.**
- **To create a new ashes section in Cranleigh cemetery.**
- **To adopt the amended Cemetery Rules and Regulations.**
- **To consider fees for outdoor fitness clubs at Snoxhall Fields.**
- **To appoint a contractor to install a new footpath from the adult football pitch at Snoxhall Fields to the Beryl Harvey Field to be funded from the Forward Maintenance Plan EMR.**

20. DATE OF NEXT MEETING

Thursday 21 November 2024 at 7.00pm

Please note that the agenda and all associated papers can be found on the Parish Council website. Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.