



MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.00 P.M.  
ON THURSDAY 20 JANUARY 2022  
AT SNOXHALL COMMUNITY CENTRE

Councillors

Cllr E Townsend\*

Cllr N Sanctuary\*

(Chairman of the Council)

Cllr R Burbridge

Cllr P Chapman

Cllr R Denton\*

Cllr C Gould\*

Cllr S Jeacock

Cllr D Nicholas

Cllr M Scully\*

Cllr R Tyler

Cllr C Walker\*

Cllr G Worthington\*

PRESENT\*

ALSO PRESENT: Parish Clerk B Bell FSLCC.

1. APOLOGIES FOR ABSENCE

The apologies of Cllr R Burbridge (prior commitment), P Chapman (unwell), S Jeacock (prior commitment), D Nicholas (work commitment) and R Tyler (work commitment) were AGREED.

2. PUBLIC SESSION

There were no members of the public present.

3. DECLARATIONS OF INTEREST

- Cllr N Sanctuary declared an interest as Chairman of the Glebelands School Governors.
- Cllr E Townsend declared she is a Waverley Borough Councillor and Portfolio Holder for Cranleigh Leisure Centre and Surrey County Councillor.
- Cllr R Denton declared he is a member of the Cricket and Football Club.

4. GUEST SPEAKER: MR KELVIN MILLS, HEAD OF COMMERCIAL SERVICES, WBC TO DISCUSS CRANLEIGH LEISURE CENTRE

Mr Mills said that Cranleigh Leisure Centre was built in 1969 with an expected lifespan of 40 years. It has been extended and had a £1.7m refurbishment in 2009. Estimated costs to keep the current building open are £6-7m to upgrade the pool and plant. WBC decided to look at replacement of the Leisure Centre in 2019. They produced a specification for the new Leisure Centre and identified nine potential locations in the Village Way area. These were whittled down to five locations and studied in detail by external consultants. The preferred location is in the Village Way car park to the north of the current Leisure Centre to enable the current Leisure Centre to remain open during the construction phase. WBC have agreed a £19.5m budget to build a new low carbon Leisure Centre with anticipated opening date of June 2025. Consultants are currently looking at the potential to include health and wellbeing facilities within the new Leisure Centre. Cllr G Worthington arrived.

Councillors asked about parking during the build phase as the Parish Council is looking to re-surface its own car park in Snoxhall Fields which could be used for alternative parking. Mr Mills said there may be scope for funding to assist the Parish Council with the car park refurbishment.

Councillors asked about the opportunity for transfer of assets from WBC to the Parish Council previously discussed prior to the pandemic including the future of the skate park. Mr Mills said he would like to see the skate park project led by the Parish Council and would ask for the area of the tennis courts and skate park to be included in the scope for the health and wellbeing consultancy. He said any transfer of the skate park land to the Parish Council would probably be done at the end of the Leisure Centre build.

The Council thanked Mr Mills for his presentation.

5. PARISH COUNCIL MINUTES

The draft minutes of the Parish Council meeting held on 09 December 2021 and extraordinary Parish Council meeting on 13 January 2022, having previously been circulated, were AGREED and signed by the Chairman as a true record.

6. CHAIRMAN'S REPORT

The Council NOTED the following report:

- The Chairman has received a letter from the Chamber of Commerce regarding the proposed bridge over the Downs Link on the A281. He has been in contact with WSCC who have confirmed that they have completed the Feasibility Study, but it is not yet publicly available.
- Thank you to our County Councillor for the Members Allowance funding for trolleys for the Youth Music Club.
- Volunteers working in the Centenary Garden are delighted with the support from the Parish Council and Police to reduce anti-social behaviour.
- SCC have progressed the Parish Council's Your Fund application for a MUGA to the next phase, whilst the Tennis Club application requires more work.

7. CLERK'S REPORT

The Council NOTED the following report:

- Low level anti-social behaviour has become a problem recently at Snoxhall Fields. Our grounds staff had to transport 10 Christmas trees back to the WBC compound in Village Way after a group of people moved them to the play park. We started the New Year very disappointed at the vandalism to the new dugouts on four separate occasions, CCTV has been provided to the Police.
- The 110 trees from the Surrey County Council are due to be delivered to the cemetery. The 100 whips will be planted by cemetery staff around the attenuation basin and the 10 trees planted within the cemetery.
- The village hall work has been delayed due to more asbestos being found in the ceiling above the stage requiring specialist removal. The CCTV system was replaced this month, and the intruder alarm is being installed tomorrow.
- The s278 highways works to the crossing from Snoxhall Fields to the Bruce MacKenzie Field was completed this month.
- The Chairman and Clerk met with PCSO Lock at the Centenary Garden to discuss concerns by the volunteers about anti-social behaviour.
- The grant from the Football Foundation has been paid for the goalposts as part of the adult football pitch improvements at Snoxhall Fields. Councillors wished to record their thanks for the Grounds Manager for the superb quality football pitch.
- The new street light is being installed at Snoxhall Fields.
- The footpath has been extended today for mobility scooter users at Hitherwood and the cycle guard railings have been installed at North Downs.

- The League of Friends have provided a grant for a cabinet for the former Park Hatch defibrillator to be installed at One Stop on Elmbridge Road.
- WBC asked for street name suggestions for application SNN/2021/0057 for approximately 10 roads at land at west Cranleigh nurseries and north of Knowle Park, between Knowle Lane and Alfold Road. The Council suggested varieties of lettuce for street names.

#### 8. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

The Council NOTED the report of Cllr E Townsend from WBC and SCC:

- Cllr E Townsend has been appointed the Portfolio Holder for Planning and Economic Development plus Cranleigh Leisure Centre and Dunsfold Park.
- She had given contact details for the League of Friends and Surrey Hills Rehab to Well North Enterprises who have now been contacted as part of the health and wellbeing consultation.
- The Dunsfold Park SPD is on track to go to WBC Council meeting in February and they are working on a Sustainability SPD.
- WBC are seeking to increase their portion of the Council Tax by 5% due to the threat of inflation and budget pressures over the next four years.
- WBC have provided funding towards a new Job Club based at Rowleys.
- WBC have received complaints about the empty shops next to the Richard Onslow. The economic development and conservation officers have contacted the shop owners.
- There is a meeting on Monday to discuss the WBC Business Improvement District project.
- The Affordable Homes Delivery Strategy consultation will run from 27 January to 24 February 2022.
- Pizza Express has opened.
- Cllr E Townsend had written to WSCC about the proposed Downs Link bridge over the A281.
- Roadworks at the Ewhurst Road roundabout are almost complete.
- Cllr E Townsend has contacted SGN about the gas main works in Harrier Close concerned about residents' welfare in this cold weather.
- Cllr E Townsend has asked for progress on the Vehicle Activated Sign for Horsham Road.
- Ofsted are inspecting SCC's Children Services this week.
- Cllr E Townsend used her Members Allocation fund for two trolleys for the Youth Music Club and to replace the brown tourist sign on the A281.
- The transport survey for Alfold Road has been received and looks at short stay parking and double yellow lines. Work is needed to the junction of Alfold Road and Elmbridge Road which will be discussed by the High Street Working Party.

#### 9. MINUTES OF COMMITTEES

The minutes of the Planning Committee on 06 and 13 December 2021 were RECEIVED.

#### 10. FINANCIAL MATTERS

1. The expenditure list for January 2022 was circulated earlier and AGREED by the Council. Cllrs M Scully and G Worthington will sign the cheques.
2. The bank reconciliation to 30 November 2021 and 31 December 2021 was AGREED.
3. The cashbook reconciliation to 30 November 2021 and 31 December 2021 was AGREED.
4. The Council reviewed the appointment of the Internal Auditor as it is considered good practice. Six quotations were sought and three quotations for Internal Audit services for financial year 01/04/22 – 31/03/23 were received. The Council considered the quotations in private and confidential session as they are commercially sensitive and AGREED to appoint Mike Platten as Internal Auditor for financial year 01/04/22 – 31/03/23.
5. The Council had received a grant application from Park Mead School seeking £57,000 towards a Multi Use Games Area (MUGA). Cllr E Townsend declared an interest and did not take part in the discussion.

The Chairman explained that the Council only considers grant applications in April and October and this application by Park Mead School is seeking the s106 funding the Parish Council has held in reserve for a MUGA. The Clerk advised that she had checked the s106 agreement and the s106 funding for a MUGA is specific to Cranleigh Leisure Centre and Snoxhall Fields. The Chairman said it is possible to seek a variation to a s106 agreement, which is a private agreement between the developer and WBC, but there is a risk that the funding could be lost. The Council AGREED to defer this grant application to the Finance Committee to look for other sources of funding and to the Business Plan Working Party to look at the provision of services to the wider geographical area of the village. Cllr E Townsend abstained from the vote.

11. CORONAVIRUS COVID 19

The Council AGREED to write to our local MP and the Minister for Levelling Up Communities to lobby for virtual and hybrid Council meetings. Cllr M Scully abstained from the vote.

12. QUEEN'S PLATINUM JUBILEE

The Council NOTED that there has been significant interest from community and voluntary organisations and the school to work collaboratively with the Parish Council to celebrate the Queen's Platinum Jubilee and there is a meeting of all interested parties on Tuesday 25 January 2022.

13. RURAL MARKET TOWNS GROUP

The Parish Council did not wish to take up a paid subscription following the free trial.

14. WBC COMMUNITY GOVERNANCE REVIEW

The Council discussed the proposed Community Governance Review of the Parish Council. The Local Government Boundary Commission for England have already undertaken a governance review of WBC which proposes to reduce the borough wards to two wards: east and west Cranleigh. The Parish Council used this borough ward map as the basis for their discussion on the Parish Council governance review. The Parish Council AGREED that they did not wish to see a reduction in the number of Parish Councillors, currently 12. There are currently five Parish Wards of which three saw Parish Councillors elected uncontested in the May 2019 elections and there is significant over representation in some wards.

Working on achieving equality of representation in all wards, the Parish Council AGREED to propose to WBC to create two Parish Wards of Cranleigh East and Cranleigh West by:

- Adding Elmbridge and rural to Cranleigh West
- Adding North to Cranleigh East

Polling District	Parish/Town	Parish Ward	No of Cllrs	Electorate 2020	Projected Electorate 2027	No of Electors per Cllr 2027
CEA/CEB	Cranleigh	East	7	5422	6743	963
CWA	Cranleigh	West	5	3853	4618	923

Cllr G Worthington left the meeting.

15. WBC BIODIVERSITY POLICY AND ACTION PLAN

Cllr N Sanctuary had reviewed the policy and action plan and raised concerns about Page 30, Section 8 Table 4 (Summary of policy Statements supporting Biodiversity) under section 3. The policy summary states *"The council will...ensure s106 and Community Infrastructure Levy...are sort (sic) to manage and maintain Greenspace Infrastructure."*

The Council AGREED that s106 and CIL could not be used to maintain current infrastructure and requested a change to the wording as follows:

*"The council will...ensure s106 and Community Infrastructure Levy...are sought to manage new or improved Greenspace Infrastructure."*

16. SURREY COUNTY COUNCIL MINERALS AND WASTE LOCAL PLAN - ISSUES & OPTIONS PUBLIC CONSULTATION

Cllr N Sanctuary is halfway through reviewing the lengthy consultation and will submit a draft response for the Council to consider at its February meeting.

17. GUILDFORD BOROUGH COUNCIL LOCAL PLAN

The Council AGREED for Cllrs C Gould and C Walker to review the Development Management and Parking Policies and bring a draft response for the Council to consider at its February meeting.

18. WBC STREET NAMING CONSULTATION SNN/2021/0056 - LAND SOUTH OF HIGH STREET BETWEEN ALFOLD ROAD AND KNOWLE LANE, CRANLEIGH

The Planning Committee had already reviewed the informal consultation and had no objection to the street names.

The Council has NO OBJECTION to the proposed street names.

19. SURREY HILLS BOARD REVIEW OF THE AONB

Cllrs N Sanctuary and M Scully declared pecuniary interests and left the room.

The Council nominated Cllr E Townsend to take the Chair as the Chairman and Vice Chairman had left the room.

Cllr E Townsend said the planning consultant had taken an in depth review of previous studies and she had accompanied him on a site visit. The Council AGREED to submit the portfolio of evidence prepared by the planning consultant to Natural England and the Surrey Hills Board to extend the AONB on the eastern side of Cranleigh and to add an additional area to the south of Cranleigh.

The Council also AGREED that the evidence could be used to support the Council’s response to the SCC Minerals and Waste Plan.

Cllrs N Sanctuary and M Scully returned.

20. RECOMMENDATIONS FROM THE PROPERTY AND ASSET COMMITTEE

The Recreation Users Group had supported the return of cricket training to Snoxhall Fields.

The Council AGREED that cricket training can return to the cricket field side of Snoxhall Fields:

- £25 per pitch, 4 – 5 pitches per session
- Soft ball only
- No line marking
- Cricket and Football Clubs to liaise to prevent clash of bookings

21. RURAL COMMUNITY ENERGY FUND GRANT

This item was considered in private and confidential session: reason – commercial in confidence.

Cllrs M Scully and C Walker had reviewed the tenders received in line with the invitation to tender assessment criteria. The Council AGREED a recommendation to the Rural Community Energy Fund on successful consultancy on receipt of the grant funding as they have a proven track record in similar projects.

22. DATE OF NEXT MEETING

Thursday 17 February 2022 at 7.00pm. The meeting closed at 9.30pm

Signature.....

Date.....