



MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.00 P.M.
ON THURSDAY 20 APRIL 2023
IN THE COUNCIL CHAMBER

Councillors

Cllr R Burbridge*

Cllr P Chapman*

Cllr R Denton

Cllr C Gould

Cllr S Jeacock

Cllr D Nicholas*

Cllr N Sanctuary* (Vice Chairman of the Council)

Cllr M Scully* (Chairman of the Council)

Cllr E Townsend*

Cllr R Tyler*

Cllr C Walker*

Cllr G Worthington*

PRESENT*

ALSO PRESENT: Parish Clerk B Bell FSLCC.

1. APOLOGIES FOR ABSENCE

The prior commitment apology of Cllr C Gould was AGREED.

2. DECLARATIONS OF INTEREST

- Cllr R Burbridge declared she is a Trustee of Rowleys.
- Cllr E Townsend declared she is a Waverley Borough and Surrey County Councillor.
- Cllr N Sanctuary declared he is the Chairman of Glebelands School Governors.
- Cllr P Chapman declared he is a member of the Cricket Club.

3. PUBLIC SESSION

There were no members of the public present.

4. MINUTES

The draft minutes of the Parish Council meeting held on 16 March 2023, having previously been circulated, were AGREED and signed by the Chairman as a true record.

5. CHAIRMAN'S REPORT

The Council NOTED the following report:

- The Chairman thanked everyone for their input, help and support for the team effort. He appreciates everyone is juggling other roles in their lives too. He would especially like to thank his Vice Chairman Cllr Nigel Sanctuary for his work on legal, financial and contractual issues, and whilst Cllr N sanctuary is not standing again, he will be continuing to provide support to the Parish Council.
- The Chairman has confirmed he is happy to stand again.

6. CLERK'S REPORT

The Council NOTED the following report:

- The Council expressed its disappointment that the Project Initiation Document has not been delivered on time, but appreciates the extra work that it being done to provide a comprehensive report.
- The Lions are considering sponsoring a seat outside of the Council Office and Band Room to commemorate the Coronation. The Council suggested the seat be placed close to Littlemead Brook by the Band Room as there are plans to improve the river area in the Leisure Centre project.
- The pre-arranged football market trial did not proceed last weekend as the Football Club switched venue to Glebelands School without informing the Parish Council.
- A Ukraine sunflower sculpture will be planted at the Centenary Garden at 11.00am on Saturday 22 April 2023 to show that the people of Cranleigh stand alongside the people of Ukraine in their fight against oppression and injustice.
- Work starts next week on the new gates at Snoxhall Fields play park.
- WBC have granted a Certificate of Lawful Use for the Snoxhall Fields storage compound. Due to the delays in the project, the cost of the compound has increased by £5,638.83, which will need to be considered by Council in May. This is in addition to the cost of the topographical survey required by WBC at a cost of £750, culvert drawings for SCC at a cost of £960, planning consultant fee at £1,000 and planning drawings at £642.10.
- Work to repair the bus shelter glass has been ordered.
- Cllr D Nicholas has visited the householder at Hitherwood to discuss trees.
- The Youth Music Club will be attending the Hendrix/Cream/Clapton evening at the Arts Centre on Saturday.
- WBC adopted the Affordable Housing SPD Update on 21 March 2023. It sets out the Council's guidance on the securing of planning obligations and affordable housing from new development within the borough.
- WBC has provided an update you on their consultation regarding Baynards Road/Hogspudding Lane. They consulted with all residents on this stretch of road. As there was no overall agreement on the consultation WBC will retain the current official road name – BAYNARDS ROAD and residents official addresses will continue to be addressed as: HOUSE NAME, BAYNARDS ROAD, RUDGWICK, HORSHAM, RH12 3AF. All residents have been contacted today about this decision.
- There is a contested election in Cranleigh west ward and four vacancies on Cranleigh east ward. The vacancies can be filled by co-option at the May meeting under section 39 (4) Representation of the People's Act 1983. Applications need to be submitted by 09 May 2023. Thus, the unsuccessful candidate on Cranleigh west ward may apply to be co-opted to the Cranleigh east ward.
- The Council says goodbye to Admin Clerk Robin Pass this month and wishes her well.

7. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

The Council NOTED the following report from Cllr E Townsend:

- WBC Eastern Planning Committee has deferred the decision on the 12 houses in Amlets Lane.
- The graffiti near to the Church was removed as soon as it was reported, but the graffiti on the bridge over Elmbridge Road will require a road closure for safe removal.
- The contractor will re-paint the High Street yellow lines at no extra cost.
- The Local Government Boundary Commission for England consultation on Surrey County Council boundaries does not impact Cranleigh.
- The Ewhurst Road crossing will be installed mid April.
- Cllr E Townsend has a £50,000 Community Fund allocation from Your Fund Surrey.

8. MINUTES OF COMMITTEES

The minutes of the Planning Committee Meeting of 13 March 2023 were RECEIVED.

9. FINANCIAL MATTERS

1. The expenditure list to 20 April 2023 was circulated earlier and AGREED by the Council. Cllrs N Sanctuary and M Scully will approve the electronic payments.
2. The bank reconciliation to 31 March 2023 was AGREED and signed by Cllr R Tyler.
3. The cashbook reconciliation to 31 March 2023 was AGREED.
4. The Council AGREED to update the bank mandate to remove Cllrs C Gould and N Sanctuary and R Pass, and to add Cllrs R Burbridge and C Walker.
5. The Council AGREED the following grant allocations: £300 for Kent, Surrey and Sussex Air Ambulance, £500 for Chamber of Commerce for electricity cabinet and delegated authority to the Clerk to offer free use of Snoxhall Fields for stoolball for one season provided it is safe to do so, and if not, a grant of £250.

10. CORONATION WORKING PARTY

The Clerk gave an update from the Working Party meeting last night:

- Road closures all confirmed
- Common, Fountain Square and Stocklund Square booked and permission obtained.
- Youth Music and Open Mic confirmed
- Horsham Band
- Bensons Funfair – two children's rides, bungee trampolines, hit the hammer and American Sweet Stall
- Children's entertainer
- Face painting
- Girl Guides large games on the Common
- Moooh Mirabelle
- Piggy Rolls Hog Roast
- VSMS Craft Fair in Village Hall
- Four Artisan and 8 VSMS market stalls in Stocklund Square
- Rotary and RBL stalls
- Classic Cars
- High Street Flags
- Hans 8ft tree decorated with baubles made by Scouts and Guides
- 10 Wreaths for public buildings made by volunteers at the Arts Centre
- Red, white and blue planting
- 6 banners to advertise the event
- Litter pick by F3 fitness volunteers
- Chambers providing 4 x 1100 litre bins on the Common

The Council AGREED:

- For the Youth Council to join the Youth Music Club at 1.00 – 3.00pm in Stocklund Square.
- First Aid rota– CG, ET, MS, Clerk and Admin Clerk.
- Marshalls – PC, CG, DN, MS, NS, ET, CW, GW - Briefing 10.00am on Sunday 07 May 2023 at Fountain Square.
- Cllr D Nicholas will ask the Football Club for help, Cllr E Townsend will ask the Rugby Club for help and Cllr N Sanctuary will ask the Arts Centre for help with Marshalling.
- The Council wished its thanks be recorded to Martin Bamford and Rosemary French OBE for their help with the organisation.

11. YOUTH COUNCIL

The Council AGREED to appoint Cllrs D Nicholas and G Worthington to the Youth Council. Cllr N Sanctuary will continue to help but will no longer be a Councillor.

12. INTERNAL AUDIT

The Council AGREED to appoint Cllr C Walker to observe and report on the scope and effectiveness of the year-end internal audit for financial year 01/04/22 – 31/03/23.

13. DEPT FOR LEVELLING UP, HOUSING AND COMMUNITIES CONSULTATION ON THE INFRASTRUCTURE LEVY

The Council AGREED to submit the following response to the consultation and a copy to NALC:

Question 34: Are you content that the Neighbourhood Share should be retained under the Infrastructure Levy? [**Yes**/No/Unsure?]

Question 35: In calculating the value of the Neighbourhood Share, do you think this should:

A) reflect the amount secured under CIL in parished areas (noting this will be a smaller proportion of total revenues)

B) **be higher than this equivalent amount**

C) be lower than this equivalent amount

D) Other (please specify)

E) unsure

Question 44: Do you agree that the proposed 'test and learn' approach to transitioning to the new Infrastructure Levy will help deliver an effective system?

[Strongly Agree/Agree/ Neutral/**Disagree**/Strongly Disagree/Unsure]

14. LGBCE REVIEW OF SURREY COUNTY COUNCIL CONSULTATION ON DIVISION PATTERN

The Council AGREED to submit the following comments to the consultation: The western boundary should be contiguous with the A281.

15. WBC STREET TRADING APPLICATION

The Council supports this renewal application.

16. WBC LICENSING POLICY CONSULTATION

The Council had no comments.

17. SALC CIL SURVEY

The Council completed the survey for submission to SALC.

18. DUNSFOLD GARDEN VILLAGE

Cllr N Sanctuary gave the following update:

- The roundabout road link will be complete at the end of this month.
- There will be traffic lights in August for roadworks on the A281.
- The A281 will be closed overnight for five nights in September to build out the roundabout on to the A281.
- The first phase of house building will commence in September 2024 for completion in early 2025.
- The primary school will be built simultaneously.
- There is an online consultation to choose road names.

19. RCEF COMMUNITY ENERGY FUND

- Cllr N Sanctuary gave a presentation on the Feasibility Study which will be emailed with the Feasibility Study to all Councillors.
- There will be an agenda item next month for the Council to compile a list of questions to invite the energy consultant to a future meeting.

20. SURREY HILLS AONB REVIEW

A zoom meeting will be organised for Cllrs R Burbridge, C Gould, D Nicholas and E Townsend AGREED to meet with the planning consultant on Monday 24 April 2023 at 2.00pm to be updated from his discussion with landscape architects.

21. YOUTH MUSIC CLUB

The Council DEFERRED this item to the next meeting for Cllr N Sanctuary to review the draft Youth Music Club Policy.

22. TREE SURGERY REQUEST

A resident of Charts Close would like to undertake surgery to four trees on Parish Council land at the tennis courts in Village Way at their cost. The Clerk has already advised that it is the Council policy to only permit health and safety works to its trees. The Council considered the request but declined as it is Council policy to only permit health and safety work to trees on its land. The Council added that any work will require an ecological survey before surgery.

23. WAVERLEY CITIZENS ADVICE BUREAU (CAB)

This item was considered in private and confidential session: reason – commercial in confidence. The Clerk explained that legal advice had been sought on the request to vary the proposed 12 month lease. The advice was provided to the Council who AGREED to offer Guildford and Ash CAB:

- A 12 month lease with a 3 month break clause.
- CAB's liability for the repairs that have accrued over the period of the old lease are carried over to the new lease and are dealt with at the end of the new lease.

24. COUNCILLOR TRAINING

Dunsfold Parish Council have approached the Clerk with a request to join the new Councillor training at Cranleigh Parish Council. The Surrey Association of Local Councils have endorsed this action. The Council AGREED to provide training to Dunsfold Parish Council at no cost.

25. DATE OF NEXT MEETING

Annual Parish Council Meeting Thursday 18 May 2023 at 7.00pm

The meeting closed at 9.33pm

Signature.....

Date.....