



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

Councillors

Cllr R Burbridge*

Cllr A Morrison*

Cllr H Nicholson*

Cllr D Nicholas

Cllr N Sanctuary

Cllr M Scully*

(Chairman of the Council)

Cllr L Talmage*

Cllr E Townsend

Cllr R Tyler

Cllr C Walker*

(Vice Chairman of the Council)

Cllr M West*

Cllr G Worthington

PRESENT*

ALSO PRESENT: Parish Clerk B. Bell, Lions President Trevor Dale, Lions member Phill Price, Jeremy Watts Town Twinning and two members of the public.

1. APOLOGIES FOR ABSENCE

The Council AGREED the apologies of Cllrs D Nicholas, N Sanctuary and G Worthington who have prior commitments and Cllrs E Townsend and R Tyler who are unwell.

2. DECLARATIONS OF INTEREST

- Cllr R Burbridge declared she is a Trustee of Rowleys.
- Cllr C Walker declared he is a member of the Newlands Residents Association.

3. PUBLIC SESSION

Ukrainian gymnast Sofiia Petrachkova attended the Parish Council meeting to thank Cranleigh Lions and the Parish Council for providing use of Cranleigh Village Hall for her training sessions. She won the gymnastics Open Scottish Championship, London Championship and Open Welsh Championship.

4. GUEST SPEAKER: MR JEREMY WATTS, TOWN TWINNING ASSOCIATION.

Mr Watts is the Chairman of the Cranleigh Vallendar Friendship Club and Secretary of the Semur-en-Auxois Twinning Association. He said the Vallendar Club was formed in 1985 with the aim of sharing information between Cranleigh and Vallendar and strengthen bonds between the communities. It has 31 Cranleigh members. Vallendar is a beautiful village on the river Rhine, 432 miles from Cranleigh. A red telephone box from Cranleigh was exchanged for a unique hand made tile that can be found in the entrance to Cranleigh Library. The Cranleigh and Semur-en-Auxois Twinning Association CAST was formed in 2006 and has 20 Cranleigh members. Guests from Semur-en-Auxois visited last year and enjoyed a tour of Arundel Castle and Denbies. The Clerk asked if the town twinning associations could support the Scouts and Guides with their international values programme work. Mr Watts is happy to contact the Scouts and Guides.

5. MINUTES

The draft minutes of the Parish Council meeting held on 22 June 2023, 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 reminded Councillors to provide photographs and a short bio for the Council website.
- The Chairman asked Councillors to let the Clerk know if they would like a meeting with the Head of Waverley Planning Service.
- The Chairman and Vice Chairman met with Thames Water contractor Morrisons to discuss the poor signage for the Horsham Road closure.
- The Chairman is meeting with a contractor to find out about CCTV coverage for the High Street.
- The Chairman reported a letter of thanks to the Council for the beautiful way the cemetery is kept.

7. CLERK'S REPORT

The Council NOTED the following report:

- The damaged hand rails on the bridge over Littlemead Brook were reported to SCC in the middle of June. The Parish Council made the area safe using its own HERAS fencing panels. SCC have advised that a specialist contractor will look at the bridge this week to quote for repairs.
- Gatwick Airport Limited have submitted their Development Consent Order (DCO) application for the Northern Runway Project to the Planning Inspectorate (PINS). PINS have 28 days from 06 July 2023 to accept the application, after which the Parish Council will have the option to register as an interested party.
- The Parish Council has received a complaint from a member of the public about vehicles parking in the Village Hospital and around the Arts Centre to attend a funeral in our cemetery. The Clerk has explained that the Parish Council has no control over the parking of vehicles by mourners, but the member of the public wished for the Parish Council to be made aware of the problem, and perhaps to ask the Borough Council if the Village Way car park could be made free on the day of large funerals.
- The July Youth Council meeting was cancelled due to lack of available Councillors. Please advise if you are available for Thursday 14 September 2023 at 4.45pm.
- SCC Highways has formed a focus group of some Parish Councils to look into information relating to highways services that is important for parish and town councils and how we communicate. The next meeting is on 06 September, Cllr R Burbridge offered to attend.
- The Council agreed to provide work experience for a student studying politics, subject to confirmation of cover by the Council's insurers.
- There is an extraordinary meeting of the Parish Council on Wednesday 26 July 2023 at 7.00pm to discuss a proposed survey by CVHT and proposed speed limit reductions by SCC.

8. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

There was no report.

9. MINUTES OF COMMITTEES

- The minutes of the Planning Committee Meeting of 12 June 2023 were RECEIVED.

10. FINANCIAL MATTERS

1. The expenditure list for July 2023, circulated earlier, was AGREED by the Council and Cllrs M Scully and C Walker will authorise the online payments.
2. The bank reconciliation to 30 June 2023 was AGREED and signed by Cllr A Morrison.
3. The cashbook reconciliation to 30 June 2023 was AGREED.
4. The Council DELEGATED AUTHORITY to the Finance Committee to re-invest £200,000 in either Lloyds Fixed Term Deposit or CCLA Public Sector Deposit Fund.
5. The Council AGREED for Cllrs R Burbridge and C Walker and the Clerk to approve the August accounts for payment and bring a report to the September Council meeting.

11. COMMUNITY SAFETY

The Chairman gave a presentation on an organisation called My Local Bobby. They are a private security company who work with the Police to provide a visible presence in our community at local hot spots, for example play park for anti-social behaviour, the High Street to deter shoplifting. They wear uniform with body worn cameras and process all incidents with the Police. The Council AGREED to organise an extraordinary meeting of the Council to invite them to give a presentation about their service and to invite the Chamber of Commerce and BID representatives as funding would need to be sourced collaboratively.

12. CRANLEIGH NEIGHBOURHOOD PLAN

WBC are still in the process of completing the compliance check of the Neighbourhood Plan prior to Regulation 16 consultation. No dates have yet been provided for the Regulation 16 consultation.

13. TREES

The Parish Council DECLINED the offer of free trees as there were no planting location suggestions.

14. 80th ANNIVERSARY OF D-DAY

The Council AGREED for the Clerk to contact the Royal British Legion and the Lions to begin discussions for the event on 06 June 2024 which will include beacon lighting.

15. WBC STANDARDS AND GENERAL PURPOSES COMMITTEE

The Council AGREED to nominate Cllr H Nicholson as a Parish Representative to the WBC Standards and General Purposes Committee and opened the nomination to Councillors not present at the meeting tonight.

16. ASSETS OF COMMUNITY VALUE

The Clerk gave a presentation on Assets of Community Value.

The Council AGREED for Cllr C Walker to assist the Clerk to re-submit the previously declined nominations:

- Land at Knowle Lane (CVHT)
- The Cranley Hotel
- Cranleigh Village Hospital
- Fountain Memorial
- Little Manor Service Station

17. INSURANCE

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

- The Council had received four quotations for insurance and carefully compared the policies with the assistance of Cllrs N Sanctuary and C Walker.
- The Council AGREED to renew their insurance with BHIB for a further three years including extended personal accident cover and increasing the fidelity guarantee to £1 million.
- Cllr L Talmage recommended reviewing the terrorism cover.

18. PROJECT INITIATION DOCUMENT (PID)

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

The Chairman referred to the final version of the Project Initiation Document and split the debate into the various topics within the report:

Multi Use Games Area (MUGA)

The Chairman referred to the current adopted Business Plan, agreed by the Council under minutes of 20 September 2018, and explained that the Council has a mandate to provide a MUGA and should now proceed with the project and identify a location for the MUGA. He suggested three locations that have previously been discussed:

Location 1 – Close to the outdoor table tennis table at Snoxhall Fields

Location 2 – Next to the play park as recommended by the Sports Consultancy

Location 3 – on the former tennis courts.

There was a detailed discussion on each location. Location 3 was disregarded due to proximity to neighbouring properties and falling debris from the adjacent oak tree. Location 1 is problematical as there is a main sewer running under this location.

The Council UNANIMOUSLY AGREED to build the MUGA adjacent to the Play Park.

The Council also UNANIMOUSLY AGREED to proceed with the invitation to tender for the MUGA, and if the contractors are unable to submit a planning application as part of the package, the Council will appoint a planning consultant to submit a planning application now.

Snoxhall Machine Shed

The machine shed was originally built to serve only the cricket field side of Snoxhall Fields. It is now too small for modern machinery and is not large enough for the amount of equipment required to service the Council's open spaces. The Council is in the process of having a bespoke storage compound built in the south western corner of Snoxhall Fields with direct access from Knowle Lane. The Council AGREED to build a new machine shed within the storage compound and remove all green containers from site. The Council AGREED to instruct its planning consultant to submit an application to Waverley Borough Council for a Certificate of Lawful Use for Permitted Development for a new machine shed and associated works including irrigation tank, pump house and wash pad. The Council AGREED to issue an invitation to tender for the machine shed.

Village Hall

At the Clerks meeting this week, the Clerk heard how another Parish Council had successfully secured strategic CIL to modernise their Village Hall. The Chairman reported that Cllr N Sanctuary has been working with the Arts Centre to look at modernisation of the Village Hall.

The Council DELEGATED AUTHORITY to Cllr N Sanctuary and the Clerk to submit an application for Strategic CIL for a discreet element of the Village Hall modernisation detailed in the PID and to provide 50% matched funding from the Neighbourhood CIL reserve.

Sports Hall/Pavilion

The Council discussed the suggestions within the PID document and realised that they will need the assistance of an architect to achieve their vision for the future of these buildings. The Council AGREED for Cllr L Talmage to approach the University of Surrey to seek support from an Architect Graduate/s for input around the planned re-modelling of the Pavilion. The Parish Council would also consult with the public on plans and suggestions moving forward as to the ideal mix of services and space required to best support the community now and in the future.

Padel Courts

The Council discussed the proposal by the Sports Consultancy to build padel tennis courts on the Snoxhall Fields car park, but the Council AGREED the preferred location for the padel tennis courts is the Council's tennis courts as the padel courts would be two covered courts, so debris from the adjacent oak tree would not cause a problem.

The Council AGREED to check the Leisure Centre plans with WBC's architect to ensure there is no conflict.

The Council AGREED to investigate a company to install and manage the padel tennis courts on behalf of the Parish Council, and the company will be asked to reduce light pollution from the facility to neighbouring properties. The Council would like the option for other sports to be played on the courts too.

The Council AGREED to invite padel tennis court companies to give a presentation to the Council on what facilities they can offer.

Snoxhall Fields Pitch Drainage

The Sports Consultancy have been working with Cranleigh Football Club who have submitted an application for a pitch drainage project. The Football Foundation confirmed this week that the Parish Council is also eligible to submit an application for drainage funding in parallel with the Football Club. The Council AGREED for a Parish Council application for funding for the pitch drainage project to be submitted to the Football Foundation.

19. DATE OF NEXT MEETING

Extraordinary Parish Council Meeting Wednesday 26 July 2023 at 7.00pm

Parish Council Meeting Thursday 21 September 2023.

The meeting closed at 9.35pm

Signature.....

Date.....