



MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.00 P.M.
ON TUESDAY 02 JULY 2024
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, one member of the public in person and one member of the public via zoom.

1. APOLOGIES FOR ABSENCE

The Council AGREED the prior commitment apologies of Cllrs A Morrison, D Nicholas, H Nicholson, and E Townsend, and apology from Cllr R Tyler who is unwell.

2. DECLARATIONS OF INTEREST

- Cllr R Burbridge declared she is a Trustee of Rowleys.
- Cllr N Sanctuary declared he is the Chairman of the Glebelands School Governors.

3. PUBLIC SESSION

- A member of the public said he had not seen the planning application for the Snoxhall machine shed. The Chairman confirmed the planning application has not yet been re-submitted.
- A member of the public congratulated the Parish Council on the Neighbourhood Plan referendum.

4. MINUTES

The draft minutes of the Parish Council meeting held on 16 May 2024 and the extraordinary Parish Council meeting held on 03 June 2024, having previously been circulated, were AGREED and signed by the Chairman as a true record.

5. CHAIRMAN'S REPORT

The Chairman reported:

- He thanked Councillors for their support with the Parish Council stand at the Carnival. It was a great event with 110 stands and glorious weather.
- The Lions have invited Councillors to their 50th Gala event. Please let the Clerk know if you are able to attend.

6. CLERK'S REPORT

The Council NOTED the following report:

- HM Lord-Lieutenant said he would be most appreciative if the Clerk could pass on his thanks to the Chairman and the rest of the Parish Council for their kind invitation to attend the D-Day beacon lighting. In true Cranleigh tradition, it was beautifully organised and executed. He much enjoyed seeing so many people gather for the lighting. A wonderful atmosphere and one of genuine patriotism. As he mentioned on the night, it was wonderful to have so many young people present who hopefully will continue the message for future generations to the reasons why those brave members of the military gave their lives for our freedom. Again, many congratulations on organising such an excellent event and well done for all the work the Council took on to make it the undoubted success it was.
- The Clerk has provisionally booked the installation of the union flags for the VE Day commemoration event on 08 May 2025.
- WBC advise that the following road names have been used for the development on land west of Cranleigh Nurseries, as previously agreed with the parish council using the lettuce names theme: Rocket Road, Boston Road, Chard Crescent, Endive Road, Romaine Road, Frisco Place, Bibb Road, Exbury Crescent. Gem Place was authorised but they did not use it, WBC will use it for the new part of the development. WBC are asking for the Parish Council's comments on the following names and suggestions for prefixes: Coral, Speckled, Freckled, Chicory, Dandelion, Purslane, Lettuce. The Council suggest: Coral Close, Speckled Square, Freckled Row, Chicory Crescent, Dandelion Lane, Purslane Place and Lettuce Avenue.
- WBC advise that they have consulted with the residents of Winterfold Road/Alderbrook Road about the road name. All but one resident that responded wanted the road to be officially changed to Alderbrook Road. WBC also put up a site notice which expired on Friday 21/06/24 and received no objections. The official addresses will be: House Name, Alderbrook Road, Smithwood Common, Cranleigh, Postcode. WBC will organise for the road signs to be ordered and erected – this order will be placed in July and should be complete in the next 12 weeks.
- Work on the new sandpit will start towards the end of August and is expected to take four weeks. The area will be HERAS fenced. The Council has been awarded £26,515 grant funding from the Betty Riseley Trust for Children and £2,000 from the Gatwick Airport Community Trust.
- Cllr N Sanctuary and the Clerk are meeting with the Council's insurer next week for an annual review and will discuss the recent claim.
- Almost 55 years after Cranleigh Rotary's formation in 1970, their members recently voted unanimously, but with sadness, to dissolve the club at the end of June. This decision was due to a significant decline in membership numbers over recent years, a decline largely driven by age and health factors, plus various impacts of the COVID lockdown.

7. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

The Councillors sent their apologies.

- The Council AGREED to ask the County Councillor to provide an update on the High Street improvements.
- The Council AGREED to ask the Borough Councillors for the official referendum result for Cranleigh Neighbourhood Plan, to chase the WBC Planning Team for an invitation for the Parish Council Planning Committee to attend a meeting of the WBC Planning Committee and for an update on the planning situation for the post lockers at Co-op and Sainsburys.

8. MINUTES OF COMMITTEES

The minutes of the Planning Committee Meeting of 13 May 2024 were RECEIVED.

9. FINANCIAL MATTERS

1. The expenditure list for June 2024, circulated earlier, was AGREED by the Council and Cllrs N Sanctuary and C Walker will authorise the online payments for June.
2. The bank reconciliation to 31 May 2024 was AGREED and signed by Cllr M West.
3. The cashbook reconciliation to 31 May 2024 was AGREED.
4. The Council AGREED to deposit £200,000 into the CCLA Public Sector Deposit Fund.
5. The Council DELEGATED AUTHORITY to Cllr M Scully and C Walker to draw down funds from CCLA before September if required for the Village Hall project. The Chairman thanked Cllr N Sanctuary for his work on the negation of the legal charge on Cranleigh Village Hall for the Community Ownership Fund.

10. OUTSIDE BODIES

The Council NOTED the following reports:

- Beryl Harvey Conservation Field
- Centenary Garden
- Community Speedwatch
- Recreation Users – meeting on Thursday 11 July at 6.00pm.
 - Youth Council – The Youth Council recruited three new members at the D-Day event.
 - Youth Music Club – needs to recruit more members.
 - D-Day – The event was well attended. Details for the 80th anniversary of VE-Day have been received for next year.

11. THE SAFETY OF ELECTRIC-POWERED MICROMOBILITY VEHICLES AND LITHIUM BATTERIES BILL

Ron Bailey is writing to ask for the Council's support for his campaign to improve the safety of lithium batteries (used in e-bike and e-scooters) and their disposal. He is the researcher for Lord (Don) Foster, who has been campaigning on this issue in the House of Lords. He is also the parliamentary advisor to Electrical Safety First, a UK Charity dedicated to reducing the deaths and injuries caused by electricity. Lithium battery fires are on the increase – there have been over 1000 in the past few years, nearly 200 injuries and a dozen fatalities. Homes have been destroyed. The cost to the UK runs into £billions. Lord Foster and Electrical Safety First are promoting the Safety Of Electric-Powered Micromobility Vehicles And Lithium Batteries Bill to ensure greater safety in the use and disposal of lithium batteries and are aiming to get it into law as soon as possible. The Council AGREED to support the Bill.

12. WBC STREET TRADING CONSENT

The Council AGREED to support the renewal application by Bring and Braii.

13. SCC HIGH STREET IMPROVEMENTS

Cllr C Walker advised that the first scheduled meeting had been postponed due to the announcement of the general election. A new meeting of the Working Party is scheduled for 19 July 2024. A member of the Working Party had asked SCC for terms of reference for the Working Party but has not received a reply. The Council AGREED to ask the County Councillor to issue a statement about the High Street improvements.

14. CRANLEIGH NEIGHBOURHOOD PLAN

The Parish Council learned that the Cranleigh Neighbourhood Plan had passed the referendum by referring to WBC's website, but has received no formal confirmation. The Council AGREED to ask Cllr E Townsend for formal notification from WBC.

15. SOCIAL MEDIA

The Council thanked Cllr L Talmage for her work on the Neighbourhood Plan graphics. The Council AGREED for Cllr L Talmage to meet with a media and communications graduate to discuss work experience with the Parish Council. Cllr L Talmage reminded Councillors to supply the Clerk with photos for the Council's social media. Cllr N Sanctuary will meet with the Clerk to examine the Council's Facebook statistics.

16. CRANLEIGH CEMETERY

The Council AGREED the individual memorial permit request and confirmed that it reserves the right to consider requests for memorials outside of the agreed Rules and Regulations on a case by case basis.

17. LEISURE CENTRE

This item was held in confidential session: reason – commercial in confidence.

Cllr M Scully gave an update on the recent zoom meeting with WBC to discuss the use of the tennis courts during the Leisure Centre build. WBC would like to use the tennis courts for storage of non-chemical items during the Leisure Centre build. The Council AGREED in principle to WBC using the tennis courts during the Leisure Centre build, subject to: the permission of Fields in Trust, financial return to the Council on a quid pro quo basis and the tennis courts returned to the Parish Council in their current condition unless other agreement is made. The Clerk advised the Parish Council that it should consult the community on any quid pro quo for the use of the tennis courts.

Cllr N Sanctuary reminded the Council that both the MUGA and tennis courts bid are through the first stage of the SCC Your Fund grant application.

18. PROPERTY SECURITY

This item was held in confidential session: reason – commercial in confidence.

The Council DEFERRED this item to the next meeting.

19. SNOXHALL FIELDS FOOTPATHS

This item was held in confidential session: reason – commercial in confidence.

The Council had invited tenders for new footpaths on the east of the Downs Link, west of the Downs Link and the play park. Five quotations were received. The Council has a budget of £38,143 from s106 funding. The quotations were all in excess of £100,000. The Clerk and Grounds Manager revised the footpath specification down to the east of the Downs Link and play park only, and the Clerk invited revised quotations.

The Council AGREED to appoint Nick Knox to install the footpaths funded from the s106 funding and balance from the Snoxhall Fields Charity Reserve.

20. PROJECTS

This item was held in confidential session: reason – commercial in confidence.

Machine Shed

The Chairman, Clerk and Grounds Manager met on zoom in early June with the Assistant Director of Planning and Development at Guildford and Waverley Borough Councils and the Parish Council's planning consultant to discuss the proposed machine shed for Snoxhall Fields. The Assistant Director agreed to organise a meeting with the planning case officer to discuss a new planning application.

MUGA

The Council AGREED to challenge the objection of Sport England and appointed a Working Party of Cllrs N Sanctuary, M Scully and M West to attend a zoom meeting with Sport England.

Cranleigh Village Hall

The Council has received the funding from the Community Ownership Fund. The Village Hall has a full closure from 22 July until the end of August 2024. The Clerk gave an overview of the project to date including funds received, funds spent to date, committed expenditure and remaining expenditure.

- The Council AGREED to appoint Robin Nugent Architect to oversee the construction phase of the work.
- The Council received eight tenders for the Village Hall building work and AGREED to appoint Case Electrical for the stage, kitchen, disabled toilet and re-decoration of the main hall, foyer and committee room. The floor sanding and sealing will be done as part of phase two improvements as the raked seating may impact on the condition of the floor.
- The Council received three tenders for the theatre works and AGREED to appoint Creative Spark for the theatre services, subject to the inclusion of the Council’s preferred audio visual projection system. The Council will request details of the maintenance contract for the equipment.
- The Council requested three and received two quotations for the commercial kitchen and AGREED to appoint South Coast Catering to include new hot water to the main kitchen from the commercial boilers in the boiler room.
- The Council received two quotations for acoustic treatment and AGREED to appoint Sound Reduction Services, but will request details on the cleaning of the acoustic panels.
- The Council AGREED to appoint A&H Furnishings to complete the curtain installation at the village hall for sound reduction and to order an extra set of fire exit curtains for the phase 2 improvements.
- All contracts to be fixed price, apart from Case Electrical who will not fix the price for the stage replacement in case there are any unforeseen issues below ground.
- The Council AGREED to fund the budget over-spend of £30,795 from the General Reserve.
- The Council AGREED for Cllrs N Sanctuary, L Talmage and M West to meet with Alpher Coffee to discuss the Community Café at the Village Hall.

21. DATE OF NEXT MEETING

Parish Council Meeting Thursday 18 July 2024. The meeting closed at 8.50pm.

Signature.....

Date.....