



MINUTES OF THE PARISH COUNCIL MEETING HELD AT 6.00 P.M.
ON THURSDAY 15 FEBRUARY 2018
IN THE PARISH COUNCIL OFFICE, VILLAGE WAY, CRANLEIGH

Councillors

Cllr M Forszewski (Chairman of the Council)
Cllr R Burbridge* (Vice Chairman of the Council)
Cllr J Betts*
Cllr R Cole*
Cllr K Fernandes*
Cllr B Freeston*
Cllr S Jeacock*
Cllr D Lazarus*
Cllr A Richardson*
Cllr E Townsend*
Cllr R Tyler*

PRESENT*

ALSO PRESENT: Parish Clerk B Bell FSLCC, Assistant Clerk S. Simmonds, one member of the public.

1. APOLOGIES FOR ABSENCE

The apology from Cllr M Forszewski of prior commitment was AGREED.

2. PUBLIC SESSION

There were no members of the public who wished to speak.

3. PARISH COUNCIL MINUTES

The draft minutes of the Parish Council meeting held on 18 January 2017 and the extraordinary Parish Council meeting held on 25 January 2017, having previously been circulated, were AGREED and signed by the Chairman as a true record.

4. DECLARATIONS OF INTEREST

- Cllr E Townsend declared she is a Waverley Borough Councillor.
- Cllr K Fernandes declared that she is a member of Cranleigh Civic Society.
- Cllr R Burbridge declared that she knows the Chairman of the Youth Council.

5. CO-OPTION OF NEW MEMBERS

There was no-one present for co-option. The vacancy will be re-advertised.

6. CHAIRMANS REPORT

Members NOTED the Chairman's report.

7. CLERK'S REPORT

Members NOTED the Clerk's report.

Cllr E Townsend asked that it be recorded that Cllr B Freeston was present at the meeting to discuss the Youth Council.

Cllr J Betts requested that the litter picks organised by Cranleigh in Bloom are advertised.

8. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

Members NOTED Cllr E Townsend's report.

9. MINUTES OF COMMITTEES

- The Minutes of the Planning Committee meeting held on 08 January 2018 were RECEIVED.
- The Minutes of the Neighbourhood Plan Committee meeting held on 07 December 2017 and 11 January 2018 were RECEIVED.
- The Minutes of the Property and Asset Committee meeting held on 12 October 2017 were RECEIVED.

10. COUNCIL STRUCTURE

The Council AGREED to appoint:

- Cllrs J Betts to the Neighbourhood Plan Committee.
- Cllr D Lazarus will consider joining the Community Showcase Working Party.
- Cllr J Betts as Outside Observer for Neighbourhood Watch.
- Cllr R Burbridge as Outside Observer for Christopher Robin Sure Start Centre.
- Cllr K Fernandes to the Henry Smith charity.
- Cllr D Lazarus as second Outside Observer for Gatwick.

The Clerk will check if the Cranleigh Transportation Task Group and Waverley Communities Health and Social Inclusion Group are still meeting.

11. OUTSIDE BODIES

Members NOTED the following reports:

- Cranleigh in Bloom from Cllr M Foryszewski.
- Community Showcase from Cllr R Burbridge. A new date for the Annual Parish Meeting will be required as the Community Showcase has moved to Saturday 28 April 2018 10.00am – 12noon.
- Apologies were sent to Waverley Cycle Forum from Cllr A Richardson, Cranleigh Brick and Tile from Cllr E Townsend and Cranleigh Arts Centre from Cllr B Freeston.

12. FINANCIAL MATTERS

1. The expenditure list to 15 February 2018 circulated this evening was AGREED by the Council and signed by the Chairman. Cllrs K Fernandes and B Freeston will sign the accounts.
2. The bank reconciliation to 31 January 2018 was AGREED and will be signed by Cllr R Burbridge.
3. The cashbook reconciliation to 31 January 2018 was AGREED.
4. The Council AGREED to release £1,260 from the general reserve for the Village Hall emergency lighting and disabled toilet alarm and the release of £2,300 from CCTV reserve for the Village Hall CCTV upgrade.

The following item was considered in private and confidential session as it is commercial in confidence. Cllr K Fernandes and the member of the public left the room.

5. The Council AGREED not to enter into a contract for publicity, but to accept an offer of monthly complimentary editorial in the Challenger.
Cllr K Fernandes and the member of the public returned.

13. SURREY COUNTY COUNCILLOR COMMUNICATION SURVEY

Members completed the survey which will be submitted to the Surrey Association of Local Council by the Clerk.

14. WBC PRE-CONSULTATION ON PROPOSED DOG FOULING AND DOG CONTROL PUBLIC SPACE PROTECTION ORDERS FOR THE BOROUGH OF WAVERLEY

Members did not feel there was enough background information about the Public Space Protection Order and how it would be implemented. The Council AGREED to exclude all Parish Council land from the order.

15. ASSETS OF COMMUNITY VALUE

Members NOTED the presentation by the Clerk.

The Council AGREED to re-nominate the Cranleigh Village Hospital as an Asset of Community Value.

The Council AGREED to nominate the following land and buildings as Assets of Community Value to Waverley Borough Council:

- Leisure Centre
- Pubs
- Cranleigh School
- Library
- Garage
- Arts Centre
- Cranleigh Sports and Social Club
- Cranleigh Showground
- Christopher Robin Sure Start Centre
- Rowleys
- Cranleigh Cricket Club and Common
- Obelisk
- High Street Fountain and War Memorial
- CVHT
- Post Office
- Lucks Green
- Park Mead Green
- Summerlands Green
- Play areas at Roberts Way, Queensway, Swallowhurst and Lashmere.
- Churches
- Masonic Hall

16. CENTENARY GARDEN

- Members NOTED the report from the Management Group including the cashbook for the project presented by the Clerk. The Clerk reported that the insurers are raising many questions about the insuring of the digger and dumper. Cllr B Freeston said the design of the gardens is being changed due to a problem with the planting. One of the plant species will be changed and the benches will be made a prominent feature in a concentric ring.
- The Council APPROVED the Delivery Plan for Stage 1 of the project.
- The Council APPROVED the Risk Assessment for Stage 1 of the project.
- The Council considered the three quotations for the purchase of bare root planting and one quotation for metal poppies. The Council AGREED to purchase bare root planting from Van Arnhem Nurseries at a cost of £1,826.40 and metal poppies at a cost of £696.
- The Council considered two quotations for the hire of the HERAS Fencing and AGREED to hire HERAS fencing for four weeks from Brandon Hire at a cost of £170. The Council has sufficient HERAS fencing panels to build the internal compound at the site.
- The Council AGREED to issue the invitation to tender for the listening project. The Clerk will provide Cllr B Freeston with information about new grant funding for innovative technology projects in public parks.

- 17. A NATION'S TRIBUTE - To commemorate 100 years since the end of the First World War.
 - The Council AGREED to install the Silent Soldier on the right hand side of the front doors of the Village Hall after it has been displayed at the Community Showcase.
 - The Clerk reported that the Royal British Legion are organising events for the Nation's Tribute and are very happy to work with the Parish Council. The Parish Council has already registered to light the beacon at 7.00pm on Sunday 11 November 2018 and the church will ring the bells. The Lions have also agreed to take part. The Council AGREED to form a Working Party of Cllrs B Freeston and D Lazarus to help organise the Nation's Tribute in Cranleigh with the Royal British Legion and the Lions.

- 18. YOUTH COUNCIL
 - The Council AGREED to adopt the Terms of Reference for the Youth Council with the amendment that the link to SCC should be the Proper Officer.
 - The Council AGREED for Cllr J Betts to join the Youth Council.
 - The Council AGREED the changes requested by the Youth Council to the constitution which will also require the deletion of bullet points 3i – iv.
 - The Council AGREED to adopt the Safeguarding Policy with one amendment that the Proper Officer should be notified if a lift to a young person is required in an emergency.
 - The Council AGREED to adopt the Data Protection Policy with one amendment to point 3b to include the Proper Officer as a Data Processor. The Clerk raised concerns about the Youth Council website being administered externally with the forthcoming changes to Data Protection. The Council AGREED for the Youth Council website to be transferred to the Parish Council for the Clerk to manage.
 - The Council AGREED to adopt the Youth Council Risk Assessment.
 - The Council AGREED to adopt the Youth Council Consent and Record Form.
 - The Council AGREED to purchase badges for the Youth Council.

- 19. PIC FUNDING FOR ENVIRONMENTAL IMPROVEMENTS
 The Council AGREED for this item to be deferred to the next meeting of the Council for members to come up with suggestions.

The meeting CLOSED at 7.40pm

Signature.....

Date.....