



MINUTES OF THE PARISH COUNCIL MEETING HELD AT 6.30 P.M.
ON THURSDAY 17 JANUARY 2019
IN THE PARISH COUNCIL OFFICE, VILLAGE WAY, CRANLEIGH

Councillors

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

PRESENT*

ALSO PRESENT: Parish Clerk B Bell FSLCC, Mr Hugh Stafford Smith – 1170, Mrs Jane Briggs – 1170, and one member of the public

1. APOLOGIES FOR ABSENCE

The prior commitment apologies from Cllrs M Forszewski, B Freeston and S Jeacock were AGREED.

2. GUEST SPEAKER: Mr HUGH STAFFORD SMITH AND MRS JANE BRIGGS, 1170

Mr Stafford-Smith said St Nicolas Church has created the 1170 charity, named after the date the Church was built, to raise funds for the repair of the church and to keep a separation from congregation matters. The church needs £250,000 of repairs to resolve current issues. The charity will engage the community, entertain them and raise money for the church repair through a planned Folk Festival on 13 – 15 September 2019. The Cranleigh Folk Festival has been based around the Priddy Folk Festival. Their preferred site is the open space adjacent to the football pitch at the Bruce McKenzie Field. They will obtain power from a barn on adjacent land. The field behind the Bruce McKenzie Field will be used for car parking, and the field beyond that for camping. Traffic will be routed in via Knowle Lane and out through the Alfold Road. There will be an overflow car park at the Showground and buses to the Festival. The organisers had decided not to use the Showground to host the event as it is too far from the village centre, and there would be no atmosphere. Events are also planned for Stockland Square. There will be a ferris wheel at the festival.

Concerns were raised from Councillors about:

- The Football Club are looking into the creation of a new football pitch on the open space at the Bruce McKenzie Field.
- Provisions for wet weather as the site can be very wet. Mr Stafford Smith said A2 Dominion will be doing the drainage management system and providing matting inside tents and along the thoroughfare.
- Access to the site along public footpath 393 and required permission from Surrey County Council and Waverley Borough Council. Mr Stafford Smith said a hardcore track would be installed along the public footpath as part of the Knowle Park planning permission.

- Provision of toilets and rubbish facilities. Mr Stafford Smith said there will be toilet facilities and refuse and recycling.
- Clear up of the site. Mr Stafford Smith said the site would be completely clear by Monday afternoon.
- Event Management Plan. Mr Stafford Smith said there is a high level event management plan and there will be three more versions.
- Arrangements for Policing the event.
- Alternative sites. Mr Stafford Smith said there is a plan B, the Showground and a further site details of which are not yet available.
- Football season. Mr Stafford Smith said that the Headteacher of Cranleigh School has offered the use of their football pitch during the festival.
- Pedestrian access was proposed from the High Street through the Berkeley Homes site. Mr Stafford Smith said they will have help directing people to the footpath into the site and providing assistance crossing Knowle Lane.

Mr Stafford Smith said the charity needs a quick decision, preferably by February, about the use of the Bruce McKenzie Field from the Parish Council.

3. PUBLIC SESSION

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

4. CO-OPTION OF NEW PARISH COUNCILLOR

Cllr G Worthington was CO-OPTED to the Council to serve the ward of Cranleigh West and signed his declaration of acceptance of office.

5. PARISH COUNCIL MINUTES

The draft minutes of the Parish Council meeting held on 20 December 2018, having previously been circulated, were AGREED and signed by the Chairman as a true record.

6. DECLARATIONS OF INTEREST

- Cllr E Townsend declared she is a Waverley Borough Councillor.
- Cllr D Nicholas declared an interest as a member of the Football Club.

7. BRUCE MCKENZIE FIELD

Councillors discussed the request from 1170 for the use of the open space adjacent to the Bruce McKenzie football pitch for the purposes of staging a Cranleigh Folk Festival from setup Wednesday 11 September to setdown Monday 16 September 2019.

The Clerk advised that the Council should not make a decision until it has seen the Event Management Plan which should detail:

- Overall responsibility and insurance
- Drainage management system
- Operator's licence, equipment certificate, insurance and RAMS for fairground equipment
- Policing
- First Aid
- Marshalls

The Clerk advised that she will need to check on the power that the Council can use to give permission for this event and any impact on the fee for the hire. She said the Council should also set a Damage Waiver Bond.

The Council AGREED that the Folk Festival is a great idea, and they would require more information before giving permission for the use of the Bruce McKenzie Field.

8. CHAIRMANS REPORT

The Council NOTED the Chairman's report:

- Elmbridge Road residents were in contact on 20/21 December 2018 about sewer flooding. Thames Water had tankers on duty all night to pump out the sewage works.
- Cranleigh School has submitted four applications for: 10 and 24 staff houses, a new athletics track and pavilion and 40 residential houses opposite Notcutts.
- Permission was granted last night for additional parking spaces in Queensway.
- 80 young people attended the Friday Night Project last week, this is an average number with about 200 young people registered. Cllr D Nicholas has volunteered to help, more volunteers are needed.
- The appeal for two houses at the rear of 114 and 118 Horsham Road was refused.
- Beryl Harvey Conservation Volunteers have been clearing out the pond and Cranleigh School are helping on Wednesdays. The Waverley Ranger is going to be doing a demonstration on hedge laying.
- Cranleigh Recycling Centre petition (3,250 signatures) is being presented to Surrey County Council by the organiser on 29 January 2019.
- The school planning application public consultation closed on 14 January 2019.
- Thank you to Councillors and staff for all their hard work.

9. CLERK'S REPORT

The Council NOTED the Clerk's report:

- The newly adopted red telephone kiosk in Elmbridge Road was vandalised before Christmas. The Grounds Manager has the kiosk door in safe storage awaiting repair.
- Cranleigh in Bloom have asked about adopting the red telephone kiosk in Avenue Road, the Clerk has enquired with WBC.
- The newly installed outdoor gym equipment at Snoxhall Fields was vandalised within its first three weeks, the Grounds Manager has repaired it.
- The large litter bins were pushed in the ditch at Snoxhall Fields and had to be towed out by tractor. They are now locked up so staff have to look out for the refuse vehicle to unlock them for emptying.
- The Council's responses to the Surrey County Council and Gatwick Airport consultations have been submitted.
- The Council wrote to WBC to complain about double taxation and the reducing compensatory grant. WBC has replied to say that the Parish Council's letter has been passed to the Finance Portfolio Holder prior to WBC's budget setting.
- Provisional dates for meetings and training post election have been given to Councillors. The Clerk was asked to circulate key election dates.
- Kent, Surrey and Sussex Air Ambulance will be the guest speaker at the Annual Parish Meeting on Thursday 21 March 2019 at 6.00pm in the Village Hall.
- A Parish Council meeting to discuss the leisure centre options has been arranged for Wednesday 30 January 2019 at 6.00pm. This meeting will be held in confidential session – reason: commercial in confidence.

10. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

Cllr E Townsend gave her report as part of her Chairman's Report.

11. OUTSIDE BODIES - There were no reports.12. COUNCIL STRUCTURE

It was AGREED that Cllr R Burbridge will leave the Youth Council and Cllr A Richardson and the Clerk will join the Youth Council.

It was AGREED that Cllrs R Burbridge, D Nicholas, A Richardson and E Townsend will represent the Council at the meeting with Waverley Borough Council and the Civic Society.

13. FINANCIAL MATTERS

1. The expenditure list to 17 January 2019 was circulated this evening and was AGREED by the Council and signed by the Chairman. Cllrs A Richardson and E Townsend signed the cheques.
2. The bank reconciliation to 31 December 2018 was AGREED and signed by Cllr D Nicholas.
3. The cashbook reconciliation to 30 November 2018 was AGREED and signed by the Chairman.
4. The Council AGREED to re-invest £100,000 for three months on maturity of the fixed term investment on 14 February 2019.
5. The Council AGREED the Fixed Asset Register and APPROVED the transfer of the asset value for the Pavilion and Youth Centre to the Snoxhall Field charity Fixed Asset Register.
6. The Council AGREED the insurance schedule and increase of Employee Dishonesty cover to £400,000.
7. The Council AGREED the Generic Risk Assessment and NOTED the portfolio of property risk assessments.
8. The Council AGREED to add Cllrs D Nicholas and G Worthington to the bank mandate as signatories.

14. CENTENARY GARDEN

- There was no report from the Management Team.
- The Clerk reported that there is £6,235 in the Earmarked Reserve.

15. INFRASTRUCTURE DELIVERY PLAN

The Clerk advised that Waverley Borough Council is now in the progress of updating the schedule of projects contained within the Infrastructure Delivery Plan that still need funding. The Council AGREED to put forward the projects in the Parish Council's adopted Business Plan as this list had been compiled from an evidence base following community consultation:

- Public Conveniences for Snoxhall Fields
- Café at Snoxhall Fields
- Multi Use Games Area
- Improvements to the Play Park
- Snoxhall Pavilion modernisation
- Miniature running track in a figure of 8 around Snoxhall Fields
- Drainage improvements to Snoxhall Fields pitches
- Improvements to football stand, dugouts and pitch fencing at Snoxhall Fields
- 3G pitch for Cranleigh
- An additional adult football pitch at the Bruce McKenzie Field
- Tennis courts improvements

16. SCC PERFORMING ARTS LIBRARY CONSULTATION

It was AGREED that Cllr A Richardson would draft a response for the Clerk to submit on behalf of the Council.

17. OFFICE OF POLICE AND CRIME COMMISSIONER FOR SURREY

Council Tax 2019/20 – Have your say on police funding

It was AGREED to submit a response that the Parish Council is broadly in support of the proposal but are concerned that due to the rural nature of Cranleigh on the Surrey border, residents will not see any benefit. Cranleigh residents would like to see more a more visual Police presence.

18. SNOXHALL FIELDS CAR PARK

The Council AGREED to ask Waverley Borough Council to amend the Off Street Parking Order to include the access road and Downs Link at Snoxhall Fields to enforce unauthorised parking there.

19. CITIZENS ADVICE WAVERLEY REQUEST

In their Annual Report and Accounts since 2009, CAW have shown an amount from Cranleigh Parish Council as £8,750 as the monetary value of the peppercorn rent for the CAW offices in Cranleigh. CAW would like to increase this value to £10,600 in line with inflation and to bring Cranleigh into line with the other grants from other local authorities.

The Council AGREED to support this request from Citizens Advice Waverley.

20. CRANLEIGH IN BLOOM REQUEST

The Council AGREED to support Cranleigh in Bloom for the following nominations in South & South East in Bloom:

- Nomination of the Dewlands Lane Cemetery for Cemetery of the Year
- Nomination of Snoxhall Fields (cricket field and Centenary Garden) for Park of the Year
- Conservation Area at the Common for Common of the Year
- St Nicolas Churchyard for Churchyard of the Year

21. CRANLEIGH VILLAGE HOSPITAL TRUST

This item was considered in private and confidential session as it was commercial in confidence.

- The Clerk confirmed that the Council’s solicitor has written to CVHT. The Council AGREED to await a reply from CVHT.
- The Council AGREED to discuss the publication of a press release about the Parish Council and CVHT at their next meeting on 30 January 2019.
- The Council discussed a request from CVHT to meet with them within seven days. The Council AGREED it would not meet CVHT as requested and await their reply from their solicitor.
- It was AGREED for the Clerk to write the Council’s speech for the Joint Planning Committee for planning application WA/2018/1966 based on the Council’s previous comments. The Clerk to circulate the speech by email to members for comment by 22 January 2019 and for Cllr R Cole to deliver the speech at the Joint Planning Committee as agreed at the Parish Council Planning Committee meeting.

22. DATE OF NEXT MEETING

Thursday 21 February 2019. The meeting closed at 9.49pm.

Signature.....

Date.....