



MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.00 P.M.  
ON THURSDAY 20 JUNE 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 S Jeacock\*  
Cllr D Nicholas\*  
Cllr H Nicholson\*  
Cllr N Sanctuary\*  
Cllr M Scully\*  
Cllr R Tyler\*  
Cllr G Worthington\*

PRESENT\*

ALSO PRESENT: Parish Clerk B Bell FSLCC, Mr Brian Freeston.

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. GUEST SPEAKER: MR BRIAN FREESTON – THE LISTENING PROJECT

Mr Freeston attended the meeting to discuss the next phase of the Centenary Garden - the Listening Project. The Listening Project will provide an oral history of Cranleigh, Ewhurst, Dunsfold, Wonersh and Blackheath at the time of conflict over the last 100 years at home and on the frontline. The aim of the project is to enhance community identity and cohesion at a time when the population is growing rapidly. An online archive of first and second hand accounts will be created totalling about 90 minutes of audio and audio/visual packages. The material will be accessed via a website and through interaction in the Centenary Garden: one bench will have a photocell to activate a recording and there will be QR codes to scan using mobile phones. The content will be available from 9.00am through to dusk, and will take about a year to compile. The use of new technology should appeal to the younger generation. The Project is not seeking public finance, and it is hoped that it may become adopted by the Cranleigh Arts Centre.

The Chairman thanked Mr Freeston for his presentation and said the Council would consider the Project at its July meeting. She asked Mr Freeston to provide some written details for the Council as background information for the next meeting.

3. PUBLIC SESSION

There were no members of the public present.

4. DECLARATIONS OF INTEREST

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

- Cllr S Jeacock declared an interest as a former neighbour of CVHT.
- Cllr N Sanctuary declared an interest as Governor at Glebelands School.

5. PARISH COUNCIL MINUTES

The draft minutes of the Parish Council meeting held on 16 May 2019, having previously been circulated, were AGREED and signed by the Chairman as a true record.

6. CHAIRMANS REPORT

The Council NOTED the Chairman's report:

- The Council accepted the offer of the Leader and Deputy Leader of WBC to attend a Parish Council meeting, and also requested a visit by the Portfolio Holder for Planning.
- The Council accepted the offer from the SCC Portfolio Holder for Highways to attend a Parish Council meeting.
- The Chairman met with Kit Malthouse MP to raise concerns about the five year housing land supply pressure for Waverley, and said the Borough Councillors for the eastern side of Waverley are writing with their concerns to Rt Hon Anne Milton MP.
- Glebelands School have submitted a bid for the s106 funding for the 3G pitch.
- Progress on the repair to the Fountain memorial is slow but have been assured will be complete prior to the in bloom judging.
- The Stockland Square pergola has collapsed, the Clerk will contact the managing agent.
- The Chairman attended the Lions dinner, and the opening of the new X-Ray department at Cranleigh Village Hospital.
- The Chairman attended a meeting chaired by Rt Hon Anne Milton MP on mobile phone reception in and around Cranleigh with Cllr N Sanctuary at the Arts Centre. The Chamber of Commerce were in attendance, mobile phone providers and box broadband.
- The Chairman asked the WBC Portfolio Holder for Leisure to ensure that the plans for Cranleigh Leisure Centre are subject to community consultation.
- The Chairman attended the opening of the outdoor gym equipment with Rt Hon Anne Milton MP and acknowledged the support of Fields in Trust and the London Marathon Charitable Trust for the funding.
- The Chairman attended a meeting with representatives of Thames Water and Surrey County Council as Lead Local Flood Authority about damp being experienced by commercial properties in the High Street.
- Local Plan Part 2 has been delayed until the end of the year.
- The Chairman attended Evensong at St Nicolas Church remembering D-Day.
- The Chairman and Cllr N Sanctuary met with Sgt Sutherland to discuss local policing.
- The Chairman said there had been a delay from Cllr R Cole in the draft response to the questions raised by a member of the public last month, and it was agreed for the Clerk to write a reply based on the meeting minutes.
- The Chairman attended a meeting of Cranleigh Network.

7. CLERK'S REPORT

The Council NOTED the Clerk's report:

- The Clerk contacted the Royal Surrey County Hospital to find out about the ownership of the missing bollards between the medical centre and the village hospital. The Facilities Services Manager has confirmed that the road between the medical centre and hospital is not owned by the hospital. Cllr E Townsend advised that WBC will be replacing the bollards.
- The Clerk contacted Fossils Galore for an update on the Iguanodon fossil. Fossils Galore said they are still preparing the Iguanodon skeleton out of the rock this process will take the next five years to complete. In terms of the Museum project due to lack of support from persons that were supposed to help the project Fossils Galore have not managed to get any further, because of this they no longer feel that there is enough support to open a museum in the area to house the Iguanodon skeleton.

- Thames Water has provided the following response regarding the Parish Council's request for guidance for members of the public in burst pipe situations:

It may be helpful to first explain, the current UK government advice, which comes from the World Health Organisation via the Drinking Water Inspectorate (DWI), is that there is no consistent evidence of risk to public health from water mains made of asbestos. We closely monitor the advice from DWI for any changes.

Thames Water wishes to assure you, that they take the quality of their drinking water very seriously and they ensure they fully adhere to all industry regulations and procedures regarding material types, including asbestos. As there is no consistent evidence of risk from ingestion of asbestos fibres in drinking water, there is no specific advice offered to their customers following a burst on an asbestos pipe.

In relation to the Parish Council's specific query, Thames Water said that they provide extensive training to all staff who work on asbestos cement pipes, to ensure they are aware of the special requirements for handling this material. Thames Water said they also adhere to the following as part of our Asset Standards when dealing with asbestos pipes:

- We will not use any new asbestos cement pipes
- If we find asbestos pipes when carrying out work, we take extra care to ensure our staff and customers are safe at all times. All pipes will be washed through to avoid the risk of asbestos entering our network.
- If we need to connect to an asbestos pipe we will use an existing connection point rather than make a new one.
- We will never cut any asbestos materials on site. However, we do have to cut the connectors between sections of pipe.
- Under no circumstances shall the cutting of asbestos cement pipes be carried out on site. However it will be necessary to cut existing collars.
- In line with Environment Agency Guidelines (EA Regulatory Position Statement 008, version 7 "Leaving decommissioned pipe in excavations" issued 2014), we are allowed to leave intact or damaged asbestos pipes, in the ground as long as:
  - a) Any sections removed to allow work to be carried out, or loose debris from broken pipe section are taken away for proper disposal.
  - b) We record the position of the decommissioned pipes on our records, and make this available to other utility companies upon request.

With regard to their testing procedures, Thames Water continually carry out microbiological sampling of the water in their mains. They do these both routinely on our network, as well as when a burst specifically occurs. It is relatively rare for the results of those samples to show the presence of any microbiological organisms in the water, which Thames Water believe supports the view that maintaining positive pressure in their network helps to prevent contaminants from entering the water supply at burst locations. For this reason, it is their Water Quality team's professional view is that it is unlikely that fibres, or any other material, would enter the flow of water and the water network at a burst location.

The Parish Council were not satisfied with this response as they are aware that asbestos pipes are cut on site, and the pipe collars are made of asbestos. The response also indicates that Thames Water are not testing for asbestos in water samples. It was AGREED that the Clerk should write to Thames Water with these concerns.

- The Lions Club have provided funding for new benches at the Beryl Harvey Field to be made by the Men in Sheds.
- The Parish Council discussed the Surrey County Council Rethinking Transport survey and gave the Clerk comments to submit in response to the consultation.
- Historic England is inviting expressions of interest to a new High Streets Action Zones Scheme which offers grants of up to £2 million to deliver physical improvements and community initiatives to regenerate historic high streets. Deadline 12 July 2019.

Cllr E Townsend has passed this information on to the Chamber of Commerce.

- TV Licensing has confirmed that the Parish Council does not need a TV license for its community buildings provided that it does not provide televisions, and advised to include a booking condition to confirm that a TV licence is the responsibility of the hirer.
- The Clerk and Grounds Manager are meeting with the Oaklands Residents Association on Monday 15 July 2019 at 11.00am to discuss their proposed works to overhanging branches at the Beryl Harvey Field. The Clerk will provide an update for the conservation volunteers.
- UK Oil & Gas are in the process of submitting a drilling application to Surrey County Council for Dunsfold. This application will be considered by the Planning Committee.
- The Surrey Rural Economy Conference is on Friday 12 July 2019 9.30 – 3.30 at the Cranleigh School. Rt Hon Michael Gove MP is a key note speaker.
- The Clerk has received a long communication from Cranleigh Village Hospital Trust for which she is obtaining advice.
- The Little Hearts Pre-School will be opening in Snoxhall Pavilion in September.
- Details of SSALC training has been circulated to all Councillors.
- Thank you to the Grounds Manager and Admin Clerk for their hard work whilst the Clerk was on annual leave, and to our work experience person for his support in the cemetery whilst our Sexton is absent.
- And finally, it should not happen to a Parish Clerk, but the Clerk had to remove a dead duck from the playing field yesterday.

#### 8. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

The Council NOTED the following report from Cllr R Cole:

- The planning application for CVHT will not be heard until July or later by WBC.
- A detailed planning application for the Dunsfold access road is due shortly.

#### 9. MINUTES OF COMMITTEES

- The Minutes of the Planning Committee meetings held on 29 April 2019 and 20 May 2019 were RECEIVED.

#### 10. COUNCIL STRUCTURE

- The Council AGREED to appoint Cllr M Scully to the Planning Committee.

#### 11. OUTSIDE BODIES

- Cllr R Burbridge reported that she had attended the AGM of the Cranleigh Community Fund on Wednesday 29 May. They were grateful that the Henry Smith Fund money had been received in plenty of time, which made grants for the Christmas period easier to give when needed. Ms Jean Dodd has chaired the meeting since 1997. She has retired from this role. Mr Brian Winfield representing Citizens Advice, was unanimously elected as her successor. The closures of Sure Start and Aeolian House were discussed.
- Cllr R Burbridge reported that she had attended the opening of the X-Ray department at the Village Hospital which was well attended by local people, many of whom had helped raise funds for aspects of the new department. Cranleigh is privileged to have such good facilities close at hand, so that we do not have to travel to Guildford for so many appointments.
- Cllr N Sanctuary has met with the town twinning visitors from Vallendar.
- Cllr E Townsend said a representative from Arriva Buses attended a meeting of the Youth Council and has offered to help with some funding towards a Ping Pong parlour in an empty shop.
- Cllr N Sanctuary is looking into funding for a Music Club with the Youth Council.

12. FINANCIAL MATTERS

1. The expenditure list to 20 June 2019 was circulated this evening and was AGREED by the Council and signed by the Chairman. Cllrs R Cole and N Sanctuary signed the cheques.
2. The bank reconciliation to 31 May 2019 was AGREED and signed by Cllr H Nicholson.
3. The cashbook reconciliation to 31 May 2019 was AGREED and signed by the Chairman.
4. The Council AGREED to invest £100,000 for three months at an interest rate of 0.7%.

13. BUSINESS PLAN

The Council AGREED to concentrate on the action to create a Café at Snoxhall Fields as their next priority.

14. SCC WASTE TASK GROUP

The Chairman reported that she had attended the meeting on 11 June 2019 with four County Councillors. Prior to the meeting, she had sought comments from the members of the public through Facebook and reported those comments to the Task Group. The meeting agreed that they all wished to maintain the Cranleigh Community Recycling Centre and extend the services offered there. There were lengthy discussions on ideas to increase services including an education program on recycling. The Task Group will be reporting to the Surrey County Council Cabinet in September.

The Parish Council are concerned that members of the public do not realise that the future of the Cranleigh Community Recycling Centre is still at risk and AGREED to have a stand at the Cranleigh Carnival on Sunday 29 June 2019. Cllrs J Betts, R Burbridge, R Cole, H Nicholson, N Sanctuary, R Tyler and G Worthington will help with the stand.

15. KNOWLE LANE S278 WORKS

The Council discussed the s278 works to create a footpath on the eastern side of Knowle Lane at the crossing point to the Bruce McKenzie Field. The Council had only learnt of the works when the road works appeared. Cllr E Townsend sought the detail and discovered that the Council's crossing point on Knowle Lane had not been assessed as part of the safety audit for the works.

The Council AGREED that it is impossible for the Parish Council to approve any works to their Knowle Lane crossing point without scaled drawings and a safety audit.

The Parish Council said that it is liability of SCC for the works that they have already carried out in advance of the safety audit, which has made the Parish Council's crossing point unsafe. The Parish Council require SCC to complete the safety audit and modification works to our crossing point before the start of the football season.

The Parish Council are very disappointed about the lack of communication of these works and will be writing to the SCC Portfolio Holder for Highways to express their concerns.

16. MEMORIAL WALL POLICY

The Council AGREED to adopt the Memorial Wall Policy with amendments to the cost of the wall in Annex 3 to reflect the cost of plaque.

17. OUTDOOR GYM EQUIPMENT

The Council AGREED to replace the rower at a cost of £1,591.70 + VAT from the playground maintenance budget.

18. YOUTH PROVISION

It was AGREED for Cllrs H Nicholson and N Sanctuary to meet with Surrey Clubs for Young People to discuss outreach work at Snoxhall Fields and bring a report to the Council next month.

19. TREE PLANTING REQUEST

The Council had received a request from a member of the public to support an application for a licence to plant a tree in Parsonage Road on highway verge. Cllr R Cole said he would take this forward in his Borough Councillor role.

20. NALC STAR AWARDS

The Council AGREED to submit a nomination for Council of the Year and Clerk of the Year.

21. VE DAY 75

The Council AGREED to form a Working Party of Cllrs R Burbridge, R Cole, H Nicholson and N Sanctuary to organise the celebrations to commemorate 75 years since VE Day on 08 May 2020.

22. DATE OF NEXT MEETING

Extraordinary Parish Council Meeting Monday 24 June 2019 at 6.00pm.

Parish Council Meeting Thursday 18 July 2019.

The meeting closed at 9.15pm

Signature.....

Date.....