



MINUTES OF THE ONLINE PARISH COUNCIL MEETING HELD AT 7.00 P.M.
ON THURSDAY 15 OCTOBER 2020
VIA GOTO MEETING

Councillors

Cllr E Townsend* (Chairman of the Council)
Cllr N Sanctuary* (Vice Chairman of the Council)
Cllr J Betts*
Cllr R Burbridge*
Cllr R Cole*
Cllr R Denton*
Cllr S Jeacock*
Cllr D Nicholas*
Cllr H Nicholson*
Cllr M Scully*
Cllr R Tyler*
Cllr G Worthington*

PRESENT*

ALSO PRESENT: Parish Clerk B Bell FSLCC, eight members of the public.

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. PUBLIC SESSION

- A representative for the Cranleigh Village Hospital Trust campaign group said the covenant on the Paddock Field requires the land to be used for the benefit of the community and asked the Parish Council if they considered the care home beneficial. He said the provision of community beds for the whole Surrey County Council/Waverley Borough Council area does not comply with the wording of the covenant. He said the public had given money to CVHT for a new hospital and should be involved in all meetings whether they are held in public or private. The member of the public wished to know how the Parish Council is communicating with CVHT, and if the Parish Council meets with CVHT, can he attend those meetings? He asked, as CVHT have lost their main stakeholder, will the Parish Council's Planning Committee still support the planning application? The member of the public also requested an update on the ASVI status of the Paddock Field.

The Chairman replied that the latest information about the community beds will be discussed later this evening and the member of the public is welcome to remain in the meeting, but members of the public will be asked to leave when the restrictive covenant is discussed as it may be subject to further legal action by the Parish Council, and the Council would not wish to prejudice any action. The Chairman said that all Parish Council meetings are held in public and members of the public are welcome to attend and ask questions in the public session.

The Chairman said there is little correspondence with CVHT, which is mostly by email, but the latest communication was received by email from their PR company.

The Chairman confirmed that donors would be considered as stakeholders, however the member of the public would need to contact CVHT direct to discuss this.

The Chairman invited the member of public to contact the Council after the meeting if the presentations later in the agenda did not answer all his questions.

- A member of the public asked if the exchange of letters between the Parish Council and CVHT in 2009 override the covenant? How long can the planning application and appeal be delayed, is there a time limit? The 2001 objectives for CVHT registered with Companies House do not say their objectives have to be for community benefit.
Please can the Parish Council display more posters about the use, care and disposal of face coverings?
The Chairman replied that this is a good point and the Council will share more social media postings about public health, and there is currently a fund application awaiting determination for the Re-Opening High Streets Safely for more signage in the village.
The Chairman said the restrictive covenant is attached to the Paddock Field and is a legal agreement. The exchange of letters are informal between the Parish Council and CVHT. Planning applications should be determined between 8 and 13 weeks, but they could be delayed if waiting for further survey work, and any delay must be agreed between the local planning authority and the applicant. The Chairman said the objectives of the CVHT charity are outside of the remit of the Parish Council.
- A member of the public said that now the Integrated Care Partnership has refused funding for the community beds, what is the Parish Council's intention for the Paddock Field. The Chairman said the Council has seen the press release and will talk about it later this meeting. She said the Paddock Field is owned by CVHT but the Parish Council has a restrictive covenant.
- A member of the public said the campaign for an Acute Treatment Centre in Cranleigh is positive news and asked where and when it would be built. The Chairman said the League of Friends had given a presentation recently for an Acute Treatment Centre to be based at Cranleigh Village Hospital but there is no definite timescale yet as it is in the early stages of the bid.
- The Chairman thanked members of the public for their questions. She said the presentations later would be added to the Parish Council's website and said questions could be emailed to the Clerk if questions by the members of the public are not answered by the presentations later in the meeting.

3. DECLARATIONS OF INTEREST

- Cllr E Townsend declared she is a Waverley Borough Councillor.
- Cllr R Cole declared he is a Waverley Borough Councillor.
- Cllr D Nicholas is a member of Cranleigh Youth Football Club.
- Cllr N Sanctuary declared an interest as he is the Chairman of the Glebelands School Governors.
- Cllr S Jeacock declared that he is a former neighbour of item 14.

4. PARISH COUNCIL MINUTES

The approval of the minutes of the Parish Council meeting held on 24 September 2020 was DEFERRED to the next meeting.

5. CHAIRMAN'S REPORT

The Council NOTED the following report:

- Waverley has moved to an amber COVID-19 alert, please be more careful, respect the rule of six and social distancing. The COVID-19 Task Group continues to meet to support the community.
- A Baby Bank has opened at the Methodist Church to provide equipment and clothing. The Lions had provided some support.
- The first meeting of the Dunsfold Park Advisory Group has met and would continue to meet regularly to consider in the main planning and design issues related to the new settlement.

- A meeting was held with the Chamber of Commerce to discuss High Street issues and CIL funding. Cllr G Worthington asked if the Fountain Square access road could be closed permanently to help local businesses. The Chairman said that the Clerk is continuing to investigate a longer term closure of the access road with the support of the Chamber of Commerce within the Coronavirus legislation and that the new pavement licences have brought in stricter conditions which may prove difficult for some local businesses to accommodate, the Chairman is investigating the impacts of this through Waverley Borough Council. The Surrey Hills Artisan market will be in the High Street on 06 November and there will be another event in the High Street on 04 December.
- A meeting was held this week with the League of Friends and Lions to work together on publicly accessible defibrillators in Cranleigh with plans for four new devices.
- Thank you to the litter pickers for their work last weekend.

6. CLERK'S REPORT

The Council NOTED the following report:

- The Clerk has received permissions from Surrey County Council and the Environment Agency for the new drainage scheme at the cemetery to discharge surface water run-off into the ditch. Surrey County Council have also given their consent for the temporary footpath closure.
- CALA Homes are waiting for planning permission for a network of three water taps at the Amlets Lane allotments before the allotment setting out can be completed and the allotments formally handed over to the Parish Council.
- The Clerk has contacted Surrey Police who advise that they will be delivering a new style of Community Speedwatch training due to the coronavirus restrictions. The Admin Clerk will be managing the Community Speedwatch scheme.
- The letter about concerns over parking enforcement was sent to Waverley Borough Council who said that Surrey County Council as the 'Highway Authority' is responsible for on-street parking enforcement across the whole of Surrey. In the Waverley area Surrey County Council have contracted on-street enforcement to Guildford Borough Council. The Parish Council's letter has been sent to both Surrey County Council and Guildford Borough Council and a reply is still awaited.
- WBC have received a government grant of £1.281m is to help mitigate the costs incurred by the Council in responding to the impact of COVID-19. WBC invited parish and town councils to share their financial impacts so they could be included in the government returns. The total budget impacted across all town and parish councils in 2020/21 is currently estimated to be £270k. WBC's Overview and Scrutiny Committee discussed a proposal to top-slice £80k of the government grant to support town and parish councils that can demonstrate a net loss of income due to COVID-19. The Clerk has asked for this item to be added to the agenda for the Clerks meeting with WBC on 11 November 2020.
- The Surrey Climate Action Day online conference on Wednesday 30 September 2020 was attended by 45 Parish Councillors and Clerks. An action plan for Surrey was created on the day and will be circulated to all attendees.
- The SLCC National Planning Advisor was the guest speaker at the Surrey SLCC branch meeting discussing the Planning White Paper.
- The Clerk and Admin Clerk attended a GDPR update seminar.
- The Cranleigh Flood Forum meeting due on 02 October 2020 was postponed by the MP for Guildford.
- The Climate Change Working Party met this week and continues to work on the Council's climate emergency declaration and action plan.
- The Chairman and Clerk met with Cranleigh Lions and the League of Friends to discuss defibrillators in the village including provision of new equipment and maintenance of existing devices.

- The Clerk and Admin Clerk for Planning continue to attend the ICCM death management webinars.
- The Clerk is attending the first virtual SLCC National Conference this week and reported that Cranleigh Parish Council is managing facilities and services on a third of the budget of similar size authorities.
- Berkeley Homes (Southern) Limited is currently in the process of building a new development incorporating 114 new houses at land south of High Street between Alfold Road and Knowle Lane, Cranleigh. Waverley is the Street Naming & Numbering Authority for the Borough and is required under legislation to approve names for newly built highways. Berkeley Homes (Southern) Limited have proposed the names: Road 1 - Harper Drive, Road 2 - Baxter Lane, Road 3 -Thatcher Grove and Road 4 - Taverner Square. These names have been selected as they are linked to old English occupations. The Clerk asked if the Council had any comments about these names that are duplication; difficulty of pronouncing or spelling; and/or if the name could cause offence. Councillors asked the Clerk to circulate the names by email for consideration.
- Residents at Smithwood Common blocked the removal of the BT payphone kiosk recently. The Parish Council had previously declined to adopt the kiosk. BT has asked if the Parish Council would like to adopt this kiosk. The Clerk asked BT to check and they have established that the kiosk is situated on private land. Cllr N Sanctuary offered to contact the residents and put them in contact with BT.
- WBC require comments on the proposed removal of payphone at Baynards by 25 October 2020. They say the phone usage during coronavirus lockdown is not a fair reflection of usage. The Parish Council supports WBC's response.
- A member of the public has asked if they can decorate the Centenary Garden fencing and High Street furniture with poppies for Remembrance Sunday. The Council are delighted that members of the public are making poppies again and gave permission to decorate the Centenary Garden but are unable to give permission for the High Street as the street furniture is not the Parish Council's property.
- The Clerk notified the Bowling Club that the Parish Council did not support a High Street sign for the Sports and Social Club. The Bowling Club have replied to say that they are very disappointed with the decision of the Parish Council is an understatement. It appears to them that the Parish Council do not want to support clubs/associations who are making efforts and doing excellent work in the community during these unprecedented times. To them, this matter is not closed and they will now pursue other avenues to try and get a positive result.
- The Council has received a letter from a member of the public who wishes to object to the improvement to the Downs Link public footpath from Holdhurst Brook to North Downs as the resident thinks the footpath will only improve the amenities for a small number of occupiers of houses in the Longhurst estate and he fears the cost of the new bridge over the brook is being passed to Surrey County Council and ultimately the Council Tax payer. The resident is asking the Parish Council to object to the improvements. The Chairman said she had been contacted by residents too and would provide an update to the Clerk.
- The template for the CCTV base has been received, so a start date to extend the CCTV coverage at Snoxhall Fields and adult football pitch improvements is awaited.
- The Property & Asset Committee re-starts on Monday 02 November 2020.

7. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

There were no reports.

8. MINUTES OF COMMITTEES

The Planning Committee Minutes of 14 September 2020 were RECEIVED.

9. FINANCIAL MATTERS

1. The expenditure list to 15 October 2020 was circulated earlier and was AGREED by the Council. Cllrs D Nicholas and N Sanctuary will sign the cheques.
2. The bank reconciliation to 30 September 2020 was AGREED.
3. The cashbook reconciliation to 30 September 2020 was AGREED.
4. The Council AGREED to invest £100,000 on 3 months at 0.05%. The Finance Committee is discussing Investment Strategy next week.
5. The Council AGREED to the following grant allocations: Chamber of Commerce £500 for Christmas lights, Crimestoppers £250, Friends of Hurtwood Park £500, Lions £500 for defibrillator and £300 for Rowleys on receipt of a completed application form for a deep fat fryer. Cllr R Burbridge declared that she is a Trustee of Rowleys.

10. S106/CIL

The Council NOTED the following report from the Clerk:

- WA/2016/0417 Crest Nicholson Horsham Road Phase 1. The Parish Council has applied for funding of £37,440 for the replacement footpaths at Snoxhall Fields.
- WA/2014/1038 £27,231.41 and WA/2011/2129 £5,978.79 environmental improvements funding available. The Property and Asset Committee will consider an application for funds.
- Another reconciliation meeting is taking place next week so the funding from WA/2014/1038 and WA/2011/2129 is susceptible to change.
- No news on the maintenance of High Street litter bins.
- The Chairman reported that Summerlands has received a Green Flag award again and it was AGREED that the Council would write to congratulate the Residents Association.
- Cllr N Sanctuary said he had spoken with the Clerk about using the Multi Use Games Area (MUGA) s106 funding received to help the Park Mead School purchase a MUGA. The Clerk has advised that the s106 agreement is specific for a MUGA at Snoxhall Fields or Cranleigh Leisure Centre, Cllr N Sanctuary will advise the school and if required arrange a meeting with the Council to discuss their project.

11. CORONAVIRUS COVID19

- The Chairman reported that the COVID-19 Task Group and Parish Council's Street Champions continue to support the community during the pandemic.
- The Clerk gave an overview of hirers returning to use Council buildings, which will be used to inform the Council's budget next year.

12. ACUTE TREATMENT CENTRE

The Council AGREED to write to the CCG supporting the Acute Treatment Centre for Cranleigh but stating that they hoped that this would not impact on other nearby health services.

13. ONE PUBLIC ESTATE

The Chairman reported that the Working Party had met with WBC, and it was AGREED for WBC to contact Surrey County Council to see if they wished to be part of the project.

14. CRANLEIGH VILLAGE HEALTH TRUST

The Chairman said the presentations by the Clerk will be uploaded to the Parish Council's website. The Chairman advised that CVHT have asked the Planning Inspectorate and Waverley Borough Council respectively for a short delay in the determination of the appeal for planning application WA/2018/1966 and the new planning application WA/2020/0965.

- **Parish Council sourced additional information about community bed provision and accommodation block.**

The Parish Council had written to Surrey County Council, Surrey Heartlands CCG and CVHT for details about the provision of community beds within the proposed care home.

SCC confirmed that following the new Discharge to Access model, SCC cannot give any commitment to purchasing beds in the proposed scheme for Adult Social Care or health. SCC further confirmed that the community beds would not be free at the point of delivery and subject to their normal financial assessment and charging process. The original planning application was for an 80 bed care home with 20 community beds free at the point of access, Councillors raised concerns about this change and the questioned what the benefit of this application will now be for the community. The CCG sent a reply that said Surrey County Council (SCC) and NHS Guildford and Waverley Integrated Care Partnership (ICP) have been supporting the Cranleigh Village Health Trust (CVHT) with the development of nursing home provision on the Knowle Lane site. The Council felt this conflicted with the response from SCC and AGREED for the Clerk to write to the ICP and CCG for clarification.

The Council AGREED to submit this additional information to the Planning Inspectorate and Waverley Borough Council in respect of the planning appeal for WA/2018/1966 and planning application WA/2020/0965 as this information materially changes the planning application by way of community benefit and the Parish Council can no longer support planning application WA/2018/1966 and does not support planning application WA/2020/0965. The Council said that all the additional information requested about the provision and funding of the community beds and the community benefit had not been forthcoming.

The Council had written to CVHT for clarification of the qualifying criteria for the accommodation block which is proposed for key workers or healthcare workers employed in local health provision. The Council had said there is still no clarity on the legal agreement and connection between the care home and accommodation block.

CVHT replied to confirm that while CVHT will, indefinitely, retain the freehold of the overall site in perpetuity (with an appropriate lease being granted to HC-One for the Care Home), the 'accommodation block' will have no commercial or legal link whatsoever with either HC-One or the 64-bed care home. CVHT said both 'key workers' and 'local healthcare workers' who work in the care home, or other local healthcare provision, could qualify for occupancy. Furthermore, CVHT will ensure that the Parish Council will be duly apprised of the ultimately selected qualifying criteria (and any subsequent variations thereto) when these are agreed with the Integrated Care Partnership and the potential relevant employers noted above (e.g. *Cranleigh Medical Practice, Cranleigh Village Hospital, and Community Nursing Services*).

Councillors wanted a link between the care home and accommodation block in a legal agreement, but have not received the assurances they had requested, so are unable to support an accommodation block which is not ancillary to the care home.

The Council AGREED to submit the additional information regarding the accommodation block to the Planning Inspectorate and Waverley Borough Council in respect of the planning appeal for WA/2018/1966 and planning application WA/2020/0965. In the absence of a legal link between the care home and the accommodation block, the accommodation block is a independent residential development outside the settlement boundary and within the ASVI and the Council does not support planning application WA/2018/1966 and WA/2020/0965.

- **Exchange of letters between Cranleigh Parish Council and CVHT**

An exchange of letters between the Council's solicitors and CVHT's solicitors took place on 01 December 2010, *'it has been agreed between our respective clients that if the building project for the proposed new hospital site is not up and running within five years from the date of the transfer, then discussions will take place between the parties regarding the site and its future use'*.

- As the appeal for planning application WA/2018/1966 and the new planning application WA/2020/0965 has been delayed at the request of CVHT, the Council AGREED to write to CVHT again in the spirit of the letter exchange to open discussions regarding the Paddock Field site and its future use.
- **Restrictive Covenant**
The Council AGREED to move into private and confidential session to discuss the restrictive covenant. No further action at the moment was AGREED on action on the restrictive covenant until the planning application and appeal results were known.
Cllr R Denton left the meeting.
- **State Aid**
The Chairman said there appeared to be a material change in the planning applications and the community benefit was no longer clear, the Council should therefore consider seeking further legal advice. Cllr S Jeacock said the Council is approaching the 10 year deadline to take action. The Clerk advised that the Council could be required to make a declaration to the external auditors about the material change and impact on the Council. The Clerk had obtained a quotation for the further legal advice at £1,100 + VAT.
A vote was taken to seek further legal advice at a cost of £1,100 + VAT. Cllr S Jeacock requested a recorded vote:
In Favour: Cllrs S Jeacock, D Nicholas, E Townsend, R Tyler.
Against: Cllrs J Betts, R Burbridge, R Cole, H Nicholson, N Sanctuary, M Scully.
Abstention: Cllr G Worthington
MOTION LOST
The Council will not seek further legal advice on the material change and impact on the Council.

15. LITTLE HEARTS LICENCE AGREEMENT

This item was held in private and confidential session: reason – commercial in confidence.
The Council AGREED to hold the current licence fee for the remainder of this academic year.

16. DATE OF NEXT MEETING

Thursday 19 November 2020 at 7.00pm
The meeting closed at 10.40pm.

Signature.....

Date.....