

### **Clerk's Report 18 June 2020**

- The 140 volunteers called Street Champions continue to assist members of our community who need help with shopping or collecting prescriptions.
- The Parish Council is leading the Recovery Task Force working to support community organisations with the recovery phase and hosts a monthly meeting.
- The Parish Council has worked with the Chamber of Commerce on the re-opening of the High Street on 15 June. The Parish Council has provided banners and posters for the High Street advising on a voluntary one way pedestrian route, and shop local initiative. Street Champions will be available to provide advice.
- The Admin Clerk for Property and Finance is organizing community litter pickers to support the grounds staff in our open spaces as litter has been a huge problem.
- The Clerk is Secretary to the Surrey branch of the Society of Local Council Clerks who are also continuing to meet monthly to share ideas and support each other. This month the Deputy Clerk to the Surrey Lieutenancy attended their meeting and offered to write letters of thanks to organisations that have gone above and beyond during the coronavirus pandemic.
- The Clerk attended a meeting of the Waverley Economic Development team; on street parking charges re-commence on 15 June and Waverley car parks on 01 July, a bid has been submitted by WBC to the Local Enterprise Partnership for funding for 16 electric bikes, there is a tourism event on 18 June 2020.
- The Clerk and Admin Clerk for Planning continue to attend the ICCM death management webinars.
- The annual emergency lighting test and repairs are now complete in Council buildings.
- The lux level lighting report is awaited.
- The three yearly professional fire risk assessment report has been received and being worked on by the Admin Clerk for Finance & Property.
- The new windows for the Youth Centre have been installed.
- Surrey Hills Rehab returned to the Youth Centre on 08 June 2020.
- PD Fairs indoor market hope to return to the Village Hall in July.
- The safety surface for the play park extension should be installed next week.
- The skier has been replaced in the outdoor fitness equipment.
- The replacement fence along Littlemead Brook is complete.
- The tennis courts have been re-opened free for public use, and the Council has had to remove a padlock that has been placed by person's unknown on the gate.
- There has been considerable interest in the Snoxhall Fields adult football pitch improvements tender.
- The Council has applied to Tesco Bags of Help for a sun shade for the Snoxhall Pavilion to help utilize the outside space for social distancing.
- No further news on when the Amlets Lane allotments will be ready for use.
- The Council's solicitor has provided advice on the Council's leases which will be circulated to all Councillors for consideration.
- The cemetery ground water risk assessment has been received and a query raised with the Environment Agency.
- There has been considerable interest in the cemetery new drainage scheme tender.
- The Clerk and both Admin Clerks undertook safeguarding training.

- The Clerk has invited quotations for the review of the insurance contract to be considered by the Council in July.
- The Clerk's office computer suffered a hard disk physical collapse, and has been swiftly repaired and upgraded by the IT contractor.
- The new wallgate units for the Village Way public conveniences have been ordered.
- Thank you for Rosslyn Doney of the Food Bank for the presentation circulated to Councillors.

**CRANLEIGH PARISH COUNCIL - STANDING COMMITTEES AND OBSERVERS ON OUTSIDE BODIES 2019/20**

<b>Parish Council</b>	<b>Finance Committee (Max. 7)</b>	<b>Planning Committee (Max. 12)</b>	<b>Personnel Committee (Max. 5)</b>	<b>Neighbourhood Plan Committee (Max. 6)</b>
James Betts Rosemary Burbridge Richard Cole Rob Denton Steve Jeacock Dave Nicholas Hannah Nicholson Nigel Sanctuary** Mark Scully Liz Townsend* Rowena Tyler George Worthington	Richard Cole** Rob Denton Dave Nicholas Nigel Sanctuary* Liz Townsend George Worthington Ch Neighbourhood Plan Cite	James Betts Rosemary Burbridge Richard Cole Dave Nicholas Nigel Sanctuary Marc Scully Rowena Tyler** George Worthington*	Rosemary Burbridge** Richard Cole* Steve Jeacock Rowena Tyler	James Betts Steve Jeacock Hannah Nicholson Liz Townsend
				Non-Councillor Members: Philip Townsend

\* Chairman

\*\* Vice Chairman

<b>PARISH COUNCIL OBSERVERS</b>	<b>Observer</b>	<b>Deputy</b>
Chamber of Commerce	Nigel Sanctuary	Steve Jeacock
BID rep	Rowena Tyler	Nigel Sanctuary
Cranleigh Arts Centre	Nigel Sanctuary	Rowena Tyler
Cranleigh Brick and Tile Liaison Group	Rosemary Burbridge	
Cranleigh Community Fund	Rosemary Burbridge, vacancy	
Cranleigh in Bloom	Steve Jeacock, Marc Scully, Liz Townsend	
Cranleigh Flood Forum	Rosemary Burbridge	
Cranleigh Library	Rowena Tyler, Liz Townsend	
Cranleigh Networking Group	Nigel Sanctuary	
Cranleigh Vailendar Club	James Betts	
Cranleigh Neighbourhood Watch	Rowena Tyler	
Dementia Friendly Cranleigh	Richard Cole	
Gatwick - CAGNE	Nigel Sanctuary, Liz Townsend	
Internal Audit	Liz Townsend, Rowena Tyler	
Remembrance Day	Rosemary Burbridge	
Rowleys	Marc Scully	
Rural Services Network	Liz Townsend, vacancy	
SSALC	Hannah Nicholson, Nigel Sanctuary	
Surrey Police	Liz Townsend	Rowena Tyler
Town and Parish Council meeting (Waverley) 1 Cllr plus Clerk to attend	Dave Nicholas, George Worthington	
Waverley Cycle Forum	James Betts, Steve Jeacock, Liz Townsend, vacancy	
WBC Town and Parish Planning Forum	James Betts, Rosemary Burbridge	
Wey & Arun Canal	Beverley Bell, Hannah Nicholson, Nigel Sanctuary, Liz Townsend, Rowena Tyler	
Youth Council	Rosemary Burbridge	Nigel Sanctuary
Henry Smith Charity - 2 Councillors + 3 independent members	Brian Cheesman	Roy Gasper
		Michael Trent

If you cannot attend a meeting please ensure that you alert either the deputy or the office so that Parish Council Representation is ensured.

<b>WORKING GROUPS</b>	
Challenger	R Burbridge, N Sanctuary, vacancy
Centenary Gardens Management Group	Clirs J Betts, H Nicholson, E Townsend and Brian Freeston, Micki Marks, Andy Bamford, Gwyn Bullen, Gill Ford, Mike Ford, Joy Horn
Leisure Working Party	Clirs J Betts, S Jeacock, D Nicholas, E Townsend, vacancy
Recreation Users Group	Clirs D Nicholas, E Townsend, G Worthington
Meeting with Civic Society and WBC	Clirs R Burbridge, S Jeacock, E Townsend, R Tyler, vacancy
Climate Change	Clirs J Betts, R Cole, N Sanctuary, M Scully and E Townsend, vacancy

Updated 21 May 2020



If you find the text in this form difficult to read we can supply it in a format better suited to your needs  
LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

**APPLICATION FOR STREET TRADING CONSENT [GRANT] [RENEWAL]\***  
**Category 1 (Sole Trader) Application**

To: Head of Environmental Health and Community Safety, Waverley Borough Council, The Burys, Godalming, Surrey, GU7 1HR

I hereby make application under the provisions of section 3 and schedule 4 of the above Act for consent to sell or offer or expose for sale the articles stated below, in the open air within the area of Waverley Borough Council. [My present consent was granted on (date): ]\*

I submit the following particulars for consideration:

1.	Full name	MICHAEL CARTER		Date of Birth	[REDACTED]
2.	Trading as	MOOCH! ICE CREAM			
3.	Home address (inc. postcode)	[REDACTED]			
4.	Daytime telephone number	[REDACTED]	E-mail	[REDACTED]	
5.	Address where articles are stored	[REDACTED]			
6.	Proposed trading location / address	HORSESHOE LANE, CRANLEIGH, SURREY GU6 8QQ			
7.	Type of vehicle to be used (if any) e.g. hand-barrow, mobile stall, van, etc.	CITROEN 'H' VAN			
8.	Registration no. or identification mark	[REDACTED]			
9.	Full details of articles to be sold Also include size of any receptacles to be used, e.g. baskets, kiosk, tables, etc.	LOCALLY MADE HAND SCOOPED FRESH DAILY ICE CREAMS + SORBETS SERVED IN WAFFLE CONES OR RECYCLABLE CARTONS + COMPOSTABLE TEASPOONS			
10.	Proposed times of trading (please include frequency, times of day, days per week, months of the year)	WEEKDAYS 2.00PM - 20.00HRS + WEEKENDS			
11.	Insurance Company and Policy No.	[REDACTED]			

[see overleaf for remaining requirements]

\* Please delete words that do not apply

**I enclose:**

1. the sum of £...296.00... in respect of the full fee for this application
2. two passport type photographs of myself
3. a plan (scale 1:5000) showing all streets and other public areas within a radius of half a mile (800metres) from the proposed location. The plan is a proper Ordnance Survey map, or of equivalent or similar standard, and it clearly indicates the proposed trading location and the locations of other street traders and outlets already trading in similar articles to those proposed for sale.

**I confirm** that I have delivered notices to the traders and outlets thus identified and to the nearest premises of the proposed location (six premises in all relevant directions – being residential, commercial; or otherwise) giving details of this application

**Notes:**

Fees are reviewed annually and may be found on the Council's website or by contacting the Environmental Health Service

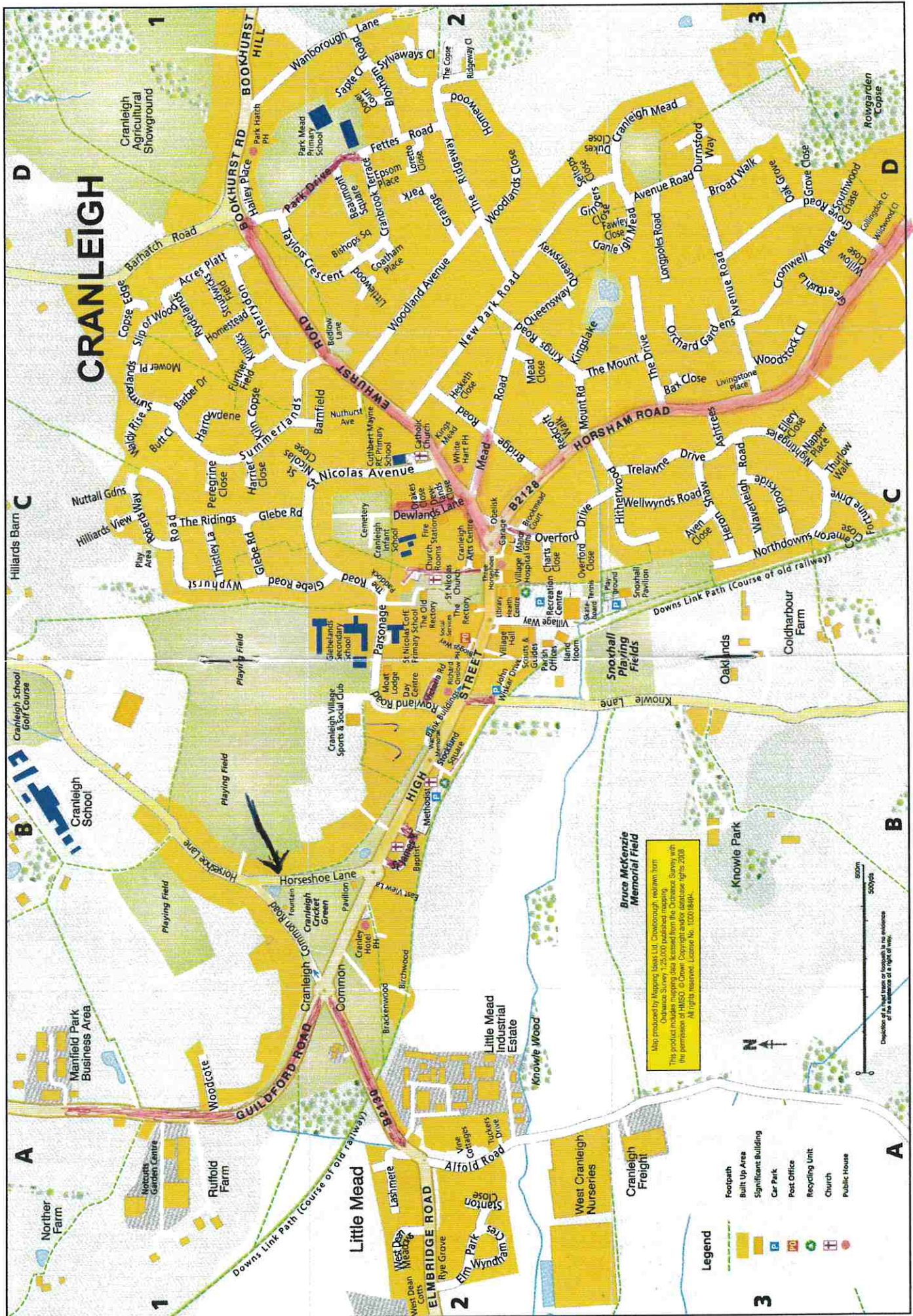
Making a deliberately false statement in connection with any application is an offence punishable on summary conviction by fine of up to £400

**Signed:** .....

A large black rectangular redaction box covering the signature area.

**Date:** 23/05/20.....









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## CRANLEIGH PARISH COUNCIL

### Snoxhall Fields Footpath and Car Park Specification June 2020

#### Purpose

To provide a circular footpath around the eastern side of Snoxhall Fields and to re-surface the car park serving the pavilion. Running in parallel with the Downs Link is an existing concrete path which is subject to root ingress and subsequently very uneven. This path is to be removed and laid to grass and pedestrians diverted to use the Downs Link public footpath.

#### Footpath Key



Green	Downs Link Section of Access Road
Red	Downs Link Public Footpath
Black	Concrete path to be removed
Yellow	Existing concrete path to be removed and replaced with tarmac path
Blue	New tarmac path



## Green - Downs Link Section of the Access Road

Surface must be suitable for vehicles and equestrians using specification below.

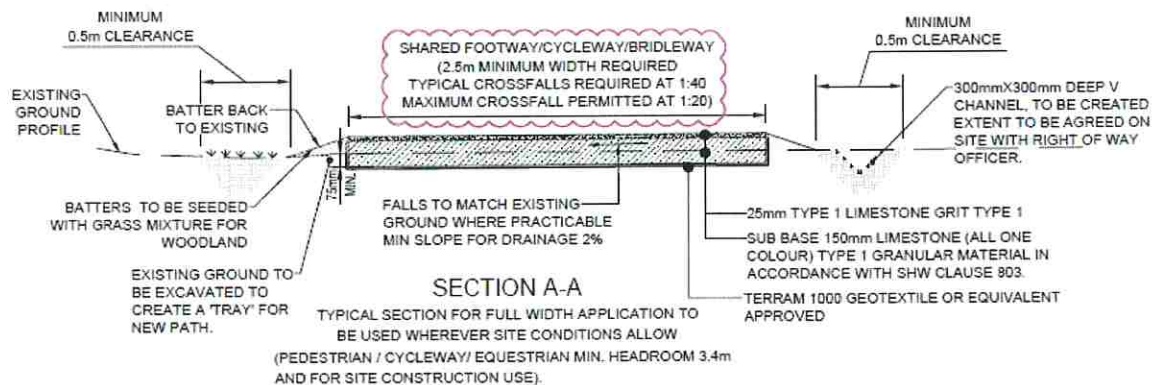
### Specification:

- Excavate this section of the access road.
- Relay concrete kerbs on a concrete foundation.
- Supply and lay 150mm foundation of crushed concrete to excavated area.
- Supply and lay 50mm consolidated thickness of 20mm gauge dense bituminous macadam binder course.
- Clean off existing road surface and sweep off all loose material.
- Supply and spray a tack coat of emulsion.
- Cut out and make good potholes with 10mm gauge macadam.
- Supply and lay 40mm consolidated thickness of 10mm gauge dense bituminous macadam surface course with AC14 size high polished stone value aggregate, that does not contain limestone aggregates.
- Whilst still hot a hard stone angular grit (such as Equigrit) should be spread by means of a manual feeder something like a lawn sand applicator to ensure a spread of 1kg/msq and hot rolled as per the Surrey County Council Bound Surfaces on Public Rights of Way.

## Red – Downs Link Footpath

### Specification:

Type 1 surface as specification below.



**Transition from Downs Link to connect to North Downs required as shown in photo 10 below.**



## Entrance to North Downs

Improvement to entrance to North Downs with suitable treatment to prevent motorcycles/bicycles entering the field at speed from North Downs but maintaining DDA compliant access as photo 9 below.



## Black – Concrete Path to be removed

### Specification:

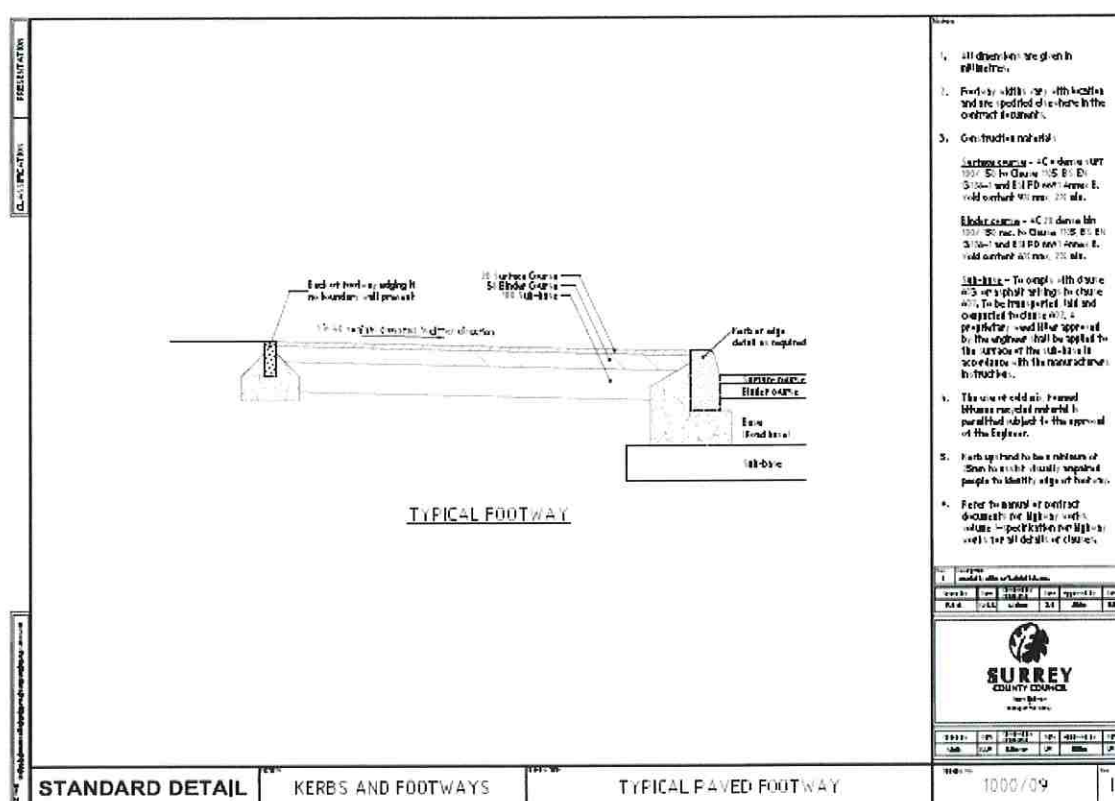
- Remove concrete path and dispose off site running from North Downs to car park entrance.
- Return land to grass



## Yellow – Existing Concrete Path to be removed and replaced with tarmac path

### Specification:

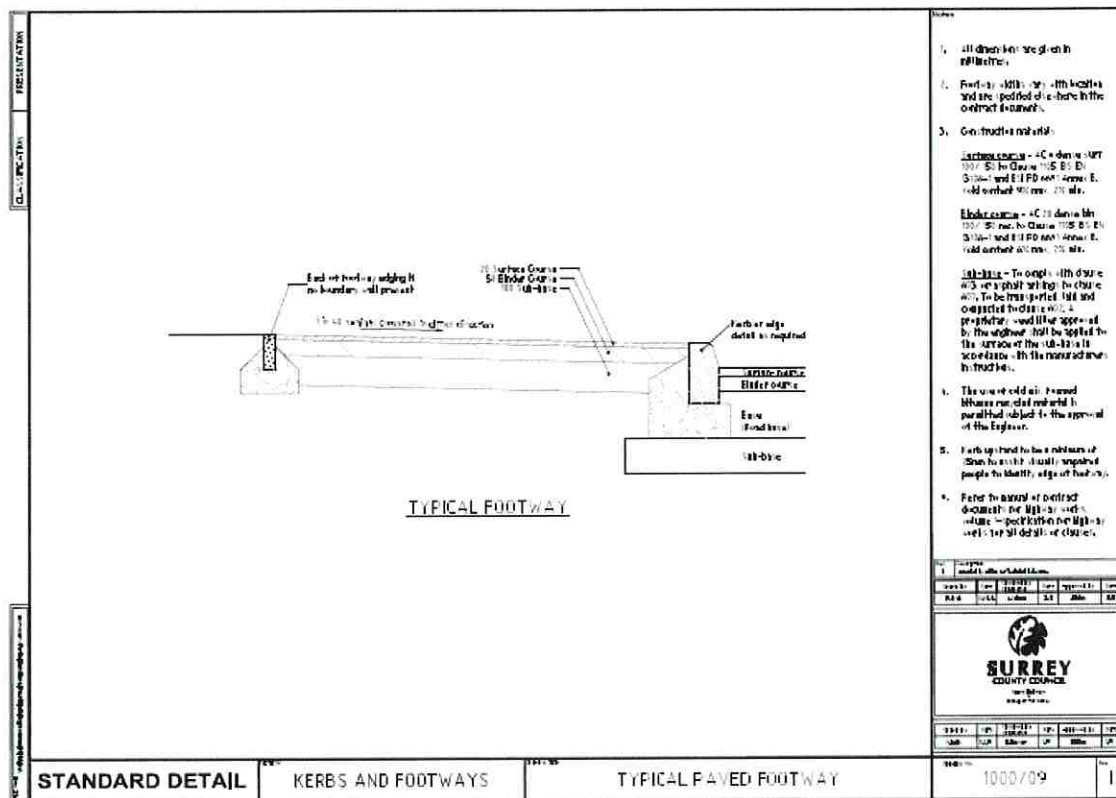
- Remove concrete path and dispose off site
- Create new tarmac path 1200mm wide
- Kerb upstand to be a minimum of 25mm to assist the visually impaired to identify the edge of the footway
- Sub base to comply with clause 803 or asphalt arisings to clause 807. To be transported and laid to clause 802. A proprietary weedkiller to be applied to the sub base in accordance with the manufacturer's instructions.
- Binder course AC 20 dense bin 100/150 rec. to clause 1105, BS EN 13018 – 1, and BS PD 6691 Annex B. Void content 8% max, 2% min.
- Surface course AC 6 dense surf 100/150 rec. to clause 1105, BS EN 13018 – 1, and BS PD 6691 Annex B. Void content 8% max, 2% min.
- Re-align footpath on eastern boundary to make room for drain.



## Blue – New Tarmac Path

### Specification:

- Create new tarmac path 1200mm wide
- Kerb upstand to be a minimum of 25mm to assist the visually impaired to identify the edge of the footway
- Sub base to comply with clause 803 or asphalt arisings to clause 807. To be transported and laid to clause 802. A proprietary weedkiller to be applied to the sub base in accordance with the manufacturer's instructions.
- Binder course AC 20 dense bin 100/150 rec. to clause 1105, BS EN 13018 – 1, and BS PD 6691 Annex B. Void content 8% max, 2% min.
- Surface course AC 6 dense surf 100/150 rec. to clause 1105, BS EN 13018 – 1, and BS PD 6691 Annex B. Void content 8% max, 2% min.



## Car Park

### Specification:

- To re-surface existing car park and re-mark parking bays.
- To install a centre metal fence with pedestrian gaps to prevent anti-social driving in the car park after hours.

## New Post and Rail Fence along Littlemead Brook.

### Specification:

To complete the post and rail fence along Littlemead Brook shown in photo 1 and marked brown on map. Cut back hedgerow and move the footpath south on the other side of the street light.

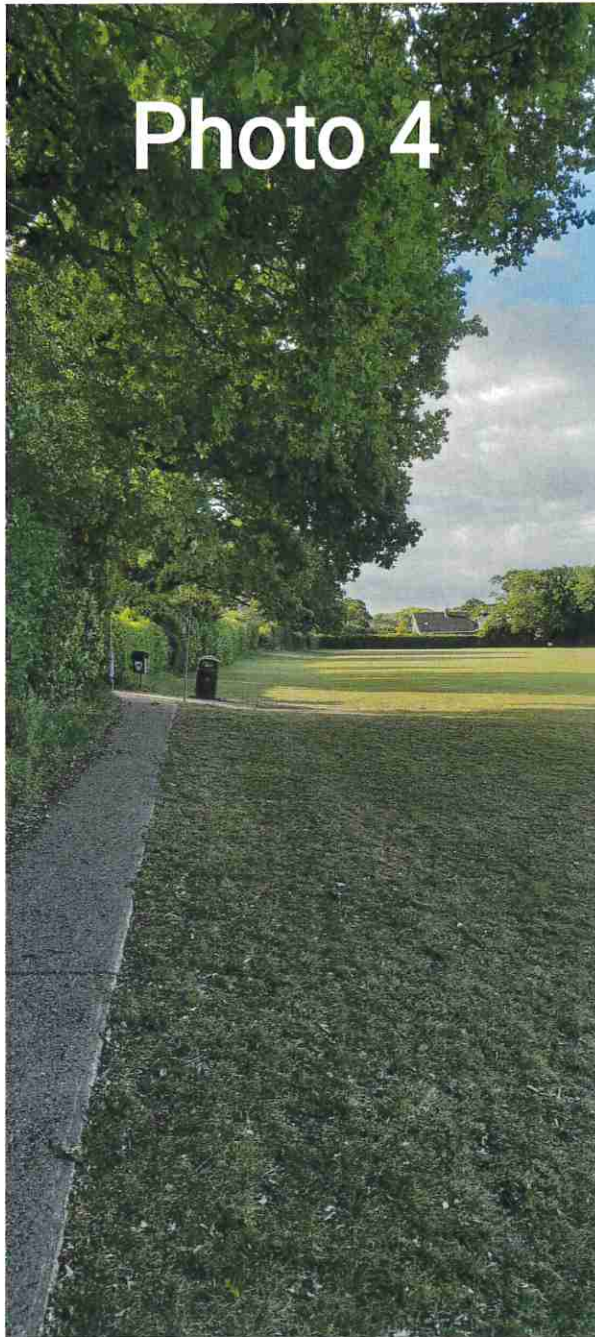


Photo 1



### **New Drain**

Install a new drain along the eastern boundary of the field to alleviate water issues in winter months from residential properties on higher ground in Hitherwood. Drain to discharge into Littlemead Brook between play park and Centenary Garden. Area for drain shown in photo 4. Footpath to be moved west to make room for drain.



## Street Light

Footpath to be moved south on other side of street light in photo 2 to enable the post and rail fencing along Littlemead Brook to be completed.





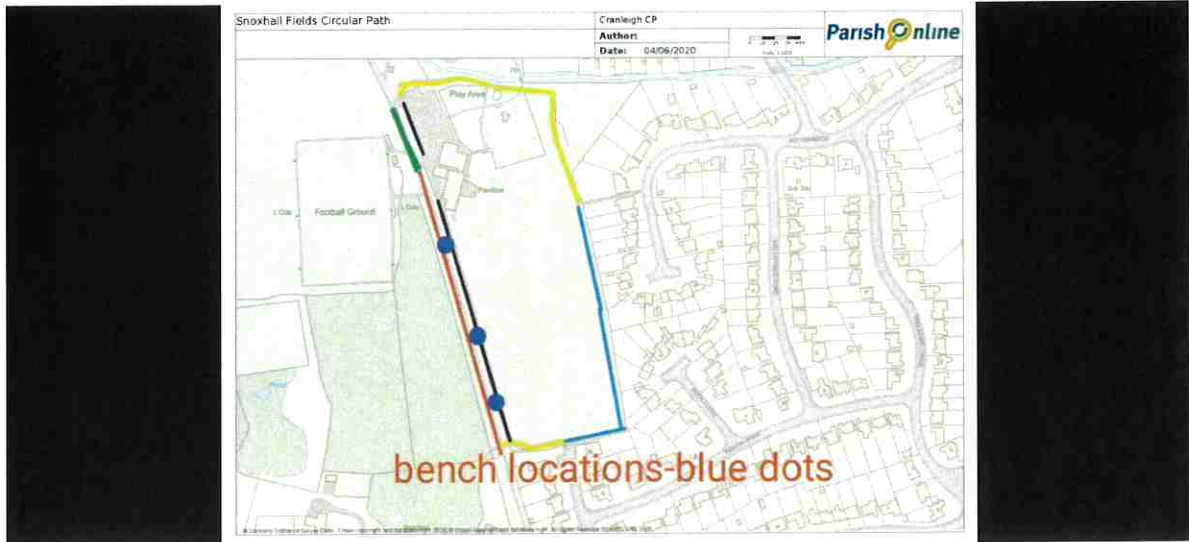


The street lights are shown above by green dots. Those on the red line will need turning around away from the concrete footpath being removed to serve the Downs Link footpath as photo 13.





## Benches



Concrete slabs required in front of two benches after removal of concrete path as photos 6 and 8 below.



Bench in photo 14 requires replacement. Style to be similar to photo 8.



Allow for two new benches similar style to bench in photo 8 along the Downs Link.

**Additional Information:**

- You will need to include CAT scanning of the entire site for underground services. We are aware of some services running in parallel with the Downs Link.
- All footpaths must be DDA compliant.
- You will be required to provide RAMS.
- Please include a copy of your public liability insurance.
- Please provide details of a reference.

Please submit your quotation with a copy of your public liability insurance to Cranleigh Parish Council **by 9.00am on Monday 10 August 2020.**

## Clerk

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**From:** Aaron Catterick <aaron@davidogilvie.com>  
**Sent:** 08 June 2020 15:01  
**To:** Clerk  
**Subject:** RE: Website Enquiry from Beverley Bell

Good Afternoon Beverley,

Thank you for your website enquiry.

Price for our BBQ stand and bin complete with plinth is £1,259 +VAT +Delivery.  
Delivery of 1no to Cranleigh, Surrey is £150 +VAT, delivery of 2no is £250 +VAT.  
(We deliver with our own driver and very large articulated lorry and delivery address must be able to accommodate this size of vehicle).  
There is no installation required for these units supplied with steel plinth but a forklift/tractor or other lifting device will be required to offload and place into situ.

We also offer a rental option for these should it be of interest.  
BBQ stand and bin rental is £26 +VAT +Delivery per unit per week for a minimum 26 weeks or longer if required.  
A unit is supplied in new condition and at the end of the season, we collect and fully refurbish for the new season if required (at no additional cost), therefore there is no maintenance and effectively a new unit is supplied at the start of each new season.

Other BBQ options are our Charcoal BBQ stands; Price for our BBQ Charcoal Single unit is £301 +VAT +Delivery.  
Price for our BBQ Charcoal Double unit is £451 +VAT +Delivery.  
Price for a steel plinth for either of these is £198 +VAT.

We manufacture all from steel, hot dip galvanize for weather and corrosion protection, then wet paint in our 2-pack acrylic paint system in your colour of choice.  
They are virtually vandal proof, maintenance free and come with our 25-year guarantee.  
All our products come fully fabricated, CE and ISO 9001 certified and IPR (intellectual Property Rights) protected.

Please let me know if you need any other information.  
(All prices exclude VAT, delivery charges and are valid for 60 days, errors and omissions excepted).

Keep Safe,  
My Best,

Aaron Catterick  
Nationwide & International Sales Manager

David Ogilvie Engineering Ltd.  
www.davidogilvie.com  
01563 570061  
07793 247728

-----Original Message-----

From: David Ogilvie Engineering <enquiries@davidogilvie.com>  
Sent: 08 June 2020 13:58  
To: Aaron Catterick <aaron@davidogilvie.com>; Enquiries David Ogilvie Engineering Ltd <enquiries@davidogilvie.com>  
Subject: Website Enquiry from Beverley Bell



You've received a new website enquiry.

Product Enquiry: BBQ stand & bin

Offer Enquiry:

Name: Beverley Bell

Email: clerk@cranleigh-pc.gov.uk

Phone: 01483272311

Message:

Please can you provide a quotation for the supply and installation of two BBQ stands and bins in Cranleigh Surrey

# Derby BBQ Secure and Fire Resistant Waste Bin

**BX45G 2550-BBQ**



120 Litre BBQ Secure & Fire Resistant waste bin. Developed from our Derby range of litter bins featuring a modified version of our anti-tamper disposal chute, for use where barbecues and camp fires are common place.

The new unit not only enables the safe disposal of any semi lit embers, but in doing so protects the local environment helping to prevent the risk of spreading a fire.

Online - Click here to chat 



MENU



SEARCH



ACCOUNT



QUOTE



BASKET

**2000.75** ex-vat.

\* Colour

Moss Green - RAL 6005



## Optional Extras

- ☒ Fixing Kit +£9.95
- ☒ Broxap Marine Coating +£45.00

## Additional Options

- ☐ Alloy Banding
- ☐ Anti Fly Coating
- ☐ Anti Graffiti Coating
- ☐ Corporate Laser Cut Logo
- ☐ Corporate Vinyl Logo
- ☐ Corporate Polycarbonate Plaque
- ☐ A3 Advertising Panels

Qty: 

Add to Quote

Download spec sheet

## Description



## Dimensions:

- Height: 1020mm
- Width: 535mm
- Depth: 535mm
- Capacity: 120 litres

## Features:

- 2mm galvanized steel with a heavy duty front opening door
- 10mm galvanized steel base
- Lid and hinged 340mm centre section made from grade 304 stainless steel
- security lock
- 0.7mm galvanised steel liners with safety top edge and two handles
- Heavy duty stainless steel pivot hinge
- Stainless steel slam lock mechanism
- Hexagonal key operated heavy duty lock
- Polyester powder coated to any standard BS/RAL Colour

## Options:

Online - Click here to chat



 (<https://www.facebook.com/pages/Wybone/201290006620694>)  
 ([https://twitter.com/Litter\\_Bins](https://twitter.com/Litter_Bins))  
 (<https://uk.pinterest.com/wybone/>)  
 (<https://www.youtube.com/streetbin>)

wybone



[Recycling](https://wybone.co.uk/product-category/recycling/)  
(<https://wybone.co.uk/product-category/recycling/>)

[Litter](https://wybone.co.uk/product-category/litter/)  
(<https://wybone.co.uk/product-category/litter/>)

[Healthcare](https://wybone.co.uk/product-category/healthcare/)  
(<https://wybone.co.uk/product-category/healthcare/>)

[Smart Waste](https://wybone.co.uk/mr-fill-the-smart-waste-solution-at-wybone/)  
(<https://wybone.co.uk/mr-fill-the-smart-waste-solution-at-wybone/>)

[Dog Waste Bins](https://wybone.co.uk/product-category/dog-waste/)  
(<https://wybone.co.uk/product-category/dog-waste/>)

[Street Bins](https://wybone.co.uk/product-category/street-bins/)  
(<https://wybone.co.uk/product-category/street-bins/>)

 Secure Online Payments  Handmade & Engineered in the UK  Friendly & Helpful Customer Service

Home (<https://wybone.co.uk/>) = Products (<https://wybone.co.uk/shop/>) = BBQ Disposal Bin



## BBQ Disposal Bin

Product Code: MLB/112/BBQ/WEB

from **£399.99** sizes **112 litres** lead time **TBC**

The BBQ Disposal Bin is designed to offer a premium galvanised steel unit suitable for the safe disposal of hot ash and disposable barbecues. Based on the flagship MLB/112 Litter Bin (<https://wybone.co.uk/product/mlb112-steel-litter-bin/>), this unit offers a heavy-duty bin with a stylish design.

 **10YR** ANTI-PERFORATION WARRANTY  **1YR** PARTS & LABOUR GUARANTEE

- > [Specification](#)
- > [Delivery](#)
- > [Media & Downloads](#)
- > [FAQs](#)
- > [Other Products in Range](#)

## About the BBQ Disposal Bin

The BBQ Disposal Bin has been designed for the safe collection of disposable barbecues and hot ash.

Manufactured from durable galvanised steel which is primed and powder coated in your choice of colour, available with optional BBQ Waste artwork to the front of the bin.

Galvanised steel is fire resistant and built to withstand and contain fire within reason, which is ideal for the disposal of hot ash and other barbecue related rubbish.

Developed from the MLB/112 Litter Bin, this unit has a lift-up flap that covers the large aperture, reducing the risk of a fire spreading.

The BBQ Disposal Bin is ideal for busy public areas such as public parks and beaches, where barbecues most commonly take place.

If you're unsure how to place your order, the photograph above shows the product powder coated in dark green with optional BBQ Waste vinyl artwork to the front.

## Specification

### Dimensions

Capacity	Height	Width	Depth	Weight
112 litres	960mm	540mm	540mm	69kg

### Warranties

 **1YR** PARTS & LABOUR GUARANTEE

#### 1 Year Parts & Labour Guarantee

All of our products come with a 1 year parts and labour guarantee as standard.

 **10YR** ANTI-PERFORATION WARRANTY

#### 10 Year Anti-Perforation Warranty

Our Galvanised steel products feature a 10 year anti-perforation warranty as standard. This guarantees the surface of our products from rusting through completely.

## Delivery

We manufacture all of our products from scratch at our factory in South Yorkshire. Each item is handcrafted to the highest specification, with lots of Wybone TLC. We estimate that this item will be with

you within 3 weeks from receipt of payment. Large quantity orders may be subject to an extended lead time during busy periods.

Orders placed before 1PM are processed the same working day, otherwise they are processed the next working day.

[Configure the BBQ Disposal Bin](#)



Online - Click here to get help

## Clerk

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**From:** Steve Shaw <steve.shaw@powerforpeople.org.uk>  
**Sent:** 06 June 2020 17:48  
**To:** Clerk  
**Subject:** Urgent: Local Electricity Bill - House of Commons debate on Wednesday

Dear Ms Bell,

We have just heard that the Local Electricity Bill will be re-introduced and debated in the House of Commons on Wednesday next week (10<sup>th</sup> June), directly after Prime Minister's Questions.

153 MPs (cross-party) support the Bill and it will be introduced by Peter Aldous MP alongside a cross-party group of 11 co-sponsoring MPs. 270 Parish, Town and Community Councils have so far resolved to support the Bill too.

This is an excellent opportunity to encourage more MPs to support the Bill and to encourage the government to seriously consider it.

### **Could you please help urgently by**

1. Writing to your MP, asking that they 'Please support the Local Electricity Bill and please attend its House of Commons debate this Wednesday, 10<sup>th</sup> June', and
2. Asking members of the Council to write too? The more messages MPs receive, the better.

If made law, the Bill would lead to new community-scale clean energy infrastructure which would help to strengthen local economies and communities.

A list of the MPs, councils and organisations backing the Bill is here:

<https://powerforpeople.org.uk/the-local-electricity-bill/support/>

A description of the benefits that the Bill would create, if made law, and the rationale for it is here: <https://powerforpeople.org.uk/the-local-electricity-bill/>

Kind regards

Steve

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