

CHARLWOOD PARISH COUNCIL
MINUTES of THE COUNCIL MEETING
MONDAY, 18th March, 2019
HOOKWOOD COMMUNITY HALL

PRESENT

Mr Martin Needham (in the chair), Ms Carolyn Evans, Mr Nick Hague, Mr James O'Neill, Mr Howard Pearson , Ms Lisa Scott, Mrs Penny Shoubridge.

1. APOLOGIES

Mr Walter Hill, Mr Richard Parker.

2. DECLARATIONS OF INTEREST

None

3. APPROVAL OF MINUTES OF PREVIOUS MEETING HELD ON 18th March, 2019

Mr Martin Needham proposed, Mrs Nick Hague seconded, that the Minutes of the meeting held on 18th February be approved. The Council present agreed and the Chairman signed the Minutes as a true record.

3.1 Chairman's Comments

None

4 PUBLIC QUESTIONS

Mrs Hillary Sewill raised questions about the new Boeing Hangar which had reached a significant height and was now visible from the Horley Road. She enquired if proper camouflage had been agreed and commented that it appeared to be operating at night with lighting. Mr Nick Hague advised that a paint scheme had been approved which although not as detailed as the Parish Council preferred was expected to be reasonably effective. The Clerk was requested to investigate the planning conditions and further investigate if night lighting was approved.

5 REPORT OF THE PLANNING AND HIGHWAYS COMMITTEE

5.1 Planning Comments to w/ending 8th March, 2019

Mr Nick Hague proposed, Ms Carolyn Evans seconded the planning comments as published and the council present agreed.

5.2 Highways Matters

5.2.1 Traffic Calming – Public Meetings

Mr Martin Needham advised that the first public meeting held in Hookwood and drawn a disappointing number of attendees. Ms Lisa Scott suggested the questionnaire be altered but Mr Needham responded it would not be sensible to change the format at stage. To broaden

publicity for the Charlwood event flyers would be distributed to the school and pilate lessons.

5.3 Mole Valley Local Plan Consultation – Future Mole Valley

Deferred to May/June 2019 by election purdah.

5.3.1 Request from Capel PC for joint action by parishes.

No response had yet been received from Capel PC. The Clerk would enquire again.

5.4 Listed Buildings & Buildings of Community Interest

Work in progress

6 REPORT OF THE SERVICES AND AMENITIES COMMITTEE

Mrs Penny Shoubridge had circulated the S&A Committee report. She reported further that there had been concern raised by the owner of Kings Whym about the fence, hedge and trees on the mutual boundary with the Recreation Ground. The S&A Committee would do an inspection of the boundary and investigate what action should be taken. Mrs Shoubridge further reported that with the handover to a new Clerk there would need to be action lists of outstanding tasks being undertaken by either the handyman or contactors.

The Clerk had received an invitation for the Council to participate in the Parishes in Bloom event and members agreed Mrs Shoubridge should open dialogue to enable Charlwood Parish to engage in the event.

Mrs Penny Shoubridge proposed, MS Carolyn Evans seconded, that the quote from Grasstex of £3740.00 net of VAT for pitch maintenance at the end of the football season be accepted and the council present agreed.

7 REPORT OF THE FINANCE COMMITTEE

7.1 Payments Received & Cleared payments

Barclays Deposit Account 28th February, 2019	£ 33,989.90
Barclays Pavilion Account 28th September, 2018	£ 6,000.00
Barclays Current Account 28th September	£ 51,589.40
Total Bank Assets	£ 91,579.30

The meeting noted the current balances.

7.2 Accounts for Payment & Authorised Transfers

Mr Martin Needham proposed, Mr Nick Hague seconded the payments listed below and the council present agreed in accordance with Appendix A of Standing Orders.

Payee	Purpose	Ex VAT	VAT	Total
Direct Debits				
Ecotricity	Inv 4172269 Gas	117.27	5.86	123.13
	Inv 313810 Electricity	69.97	3.50	73.47
	Sub Total	187.24	9.36	196.60

Salaries & HMRC	Salaries & HMRC	3651.33	0.00	3651.33
C Manning	Invoice 017 Handyman works	289.25	0.00	289.25
Mole Valley	Business Rates 2019-20	1734.87	0.00	1734.87
Surrey ALC	SALC & NALC subscription 2019	736.84	0.00	736.84
SSALC Ltd	Inv 12841 Recruitment support	400.00	80.00	480.00
Royal Mail	Redirection fees	490.00	0.00	490.00
Expenses	Martin Needham	42.44	0.00	42.44
Office Reality	Proforma 4540 Sofa purchase	683.38	136.68	820.06
	Sub Total	8028.11	216.68	8244.79
	Total	8215.35	226.04	8441.39

7.3 Sports & Community Centre Rating Appeal

The Clerk reported that the Ratings Office now appeared to have a functioning online system which although the rebate for the past two years had not yet been achieved a discount had been obtained for the 2019/20 financial year. The discount was of 33.33% achieved for the next financial year. The Clerk would pursue the new process identified, which appears to work online only, in an attempt to get a retrospective rebate. The Clerk also pointed out that the public toilet facility was being charged business rates.

7.4 Future Projects – update

This item is currently dormant.

8 LAND AT BRICKFIELD LANE

Update

The Clerk has contacted the developer who is still interested in developing the site but with caveats. Their next development is in Cambell Close for which they have planning permission but the land purchase arrangements for this are not expected to be complete until the end of June 2019. Thus their build programme is likely to start July/August. If the Parish Council can produce a draft acceptance of the original offer in a time scale that allows them to apply for and receive planning permission by the end of June then they would be interested in continuing. They indicated however, as a stand-alone project it doesn't work for them financially.

Mr Martin Needham proposed, Mr Nick Hague seconded, that the Clerk should continue to pursue obtaining a District Valuer formal valuation in attempt to pursue the project and the council present agreed.

9 GATWICK MATTERS

9.1 Aviation Strategy Green Paper

Ms Carolyn Evans informed the meeting that the deadline for submissions had been deferred to 20th June and she was currently working on a draft response. She further advised that the section on Airspace Change would still close on 11th April.

9.2 Public Transport Strategy

Ms Carolyn Evans advised that a new date was being set for the Transport Strategy group meeting and that correspondence had been received from Gatwick confirming that they are pursuing a number of options to improve the public transport access to Gatwick from Charlwood.

9.3 Meeting with Gatcom Chairman

The newly appointed Gatcom Chairman, Mr Tom Crowley, had offered to meet with members at 1100 on the 3rd April in Charlwood. Mr Martin Needham, Mrs Penny Shoubridge, Mr Nick Hague and the new Clerk were planning to attend.

10 HORSE HILL OIL EXPLORATION

10.1 New Application for additional wells

The Chairman advised that the submission was still a draft working paper. Mr Martin Needham proposed, Mr Nick Hague seconded that the original sub-committee continued to evaluate and agree a response and the council present agreed.

11 REPORTS FROM REPRESENTATIVES

Mrs Penny Shoubridge declared a personal interest in the following item and did not engage in the discussion or vote.

11.1 Appointment to JBTMT

Mr Nick Hague proposed, Mr Howard Person seconded that Mr Graham Shoubridge's appointment as a Parish Council nominee to JBTMT for a further four year term should be renewed and the council present agreed.

12 COMMUNITY EVENTS & AFFAIRS

12.1 BT Telephone Box – Hookwood

The Clerk advised he was attempting to locate an 'approved' BT demolishing contractor.

12.2 Parish Council forward Strategy Plan

Deferred as for Item 5.3

12.3 Run Gatwick 2019

Mrs Penny Shoubridge advised she had a meeting scheduled with the organisers for 21st March. She proposed to discuss in detail the closure arrangements following last years negative experiences in some locations.

12.4 Newsletter

Mrs Penny Shoubridge suggested the next Newsletter should be in July.

13 PROCEDURES AND STANDING ORDERS OF THE COUNCIL

None

14 EMPLOYMENT MATTERS

14.1 Clerk Recruitment

Mr Trevor Haylett had accepted the employment offer and would commence on 1st April.

15 PUBLIC COMMENTS

None

DATE	PURPOSE	VENUE	TIME
23 rd March	Public Consultation – traffic Calming	Charlwood Parish Hall	12:00-15:00
9 th April	Planning & Highways	6 Sewill Close	7:30pm
10 th April	Services & Amenities	Sports & Community Centre	7:30pm
15 th April	Charlwood Parish Council	Hookwood Memorial Hall	8:00pm
20 th May	Charlwood Parish Council Annual Meeting	Sports & Community Centre	8:00pm
22 nd May	Annual Parish Meeting	Hookwood Memorial Hall	8:00pm

16 DATES OF FORTHCOMING MEETINGS

The meeting ended at 2125