

CHARLWOOD PARISH COUNCIL

Serving the communities of Charlwood, Hookwood and Norwood Hill

www.charlwoodparishcouncil.gov.uk

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Draft Minutes of Full Council Meeting held remotely via Zoom on 19th October 2020 at 8pm

Attending	Penny Shoubridge (PS), Carolyn Evans (CE), Nick Hague (NH), Walter Hill (WH), James O'Neill (JON), Richard Parker (RP), Howard Pearson (HP), Lisa Scott (LS), Trevor Stacey (TS)
Clerk	Trevor Haylett
Also Attending	County Councillor Helyn Clack (HC), Hilary Sewill (HS), Jan Gillespie (JG)
Item	
1	(1/10/20) Apologies - None
2	(2/10/20) Declaration of Interest – None
3	(3/10/20) Minutes – The draft Minutes of the 21 st September meeting had been circulated. Carolyn Evans pointed out that the date of the Meeting was incorrect. Penny Shoubridge proposed that, once amended, the Minutes be approved and Nick Hague seconded. The Minutes were duly approved.
4	<p>(4/10/20) Public Questions – The new fence at the rear of the Recreation Ground was to be discussed later in the agenda but Hilary Sewill asked at this juncture that the Parish Council take extra care in the future with anything planned for the Conservation Area. She also suggested that if the fence was to stay it should seek expert advice on the paint and shrubs that could best protect it.</p> <p>In response to Jan Gillespie's question about a possible legal problem should King's Whim be sold, PS said the land behind the fence was still accessible to the PC and the PC would continue to maintain it.</p> <p>Helyn Clack said her £5,000 members allocation from Surrey County Council for this year would close in February and is hoping to use it to persuade landowners across her division to install kissing gates in place of traditional stiles to improve access to the countryside. She's looking for PC's to support the initiative and possibly matchfund. PS said she and NH had looked at the recent Countryside and Rights of Way report and identified a couple of stiles where kissing gates could be installed.</p>
5	<p>(5/10/20) Report of the Planning and Highways Committee</p> <p>5.1 Planning Comments on recent applications – The recommendations of the planning committee meeting held on 13th October had been circulated and NH proposed they be accepted. Trevor Stacey seconded and the report was approved.</p> <p>Lisa Scott was thanked for her work on the pavement parking consultation which would be looked at before being sent round to all Councillors for approval. LS and CE were also thanked for putting together the planning white paper response. PS proposed that the amended version previously circulated be adopted. LS asked for the paragraph relating to the adaptation and mitigation to climate change to remain. PS felt it was a political statement and questioned whether it was appropriate in a PC document. Councillors were asked for their views CE said she was happy for the paragraph to stay in and it was agreed that the paragraph be re-inserted.</p>
6	(6/10/20) Report Of The Services and Amenities Committee - There was no committee meeting in September or October but Howard Pearson was able to update Councillors on a few matters.

	<p>6.1 Withey – The grass has been mowed and the paths cleared. The old bin litter bin near the playground had been replaced. Weeding would be needed in the seating area enclosed by the laurels while there had been complaints that the playground equipment was dirty and children were tripping up on the flooring James O’Neill said he was not happy with Tesco’s work in replacing the damaged fence planks and said The Memorial Hall Trust would paint the fence immediately in front of their windows. The Clerk was asked to point out to Tesco’s that the work was not satisfactory and to suggest that a site meeting be held. LS raised a question over the state of the footpath around the Withey after she had tripped over a tree root. Dogs had also cut their paws on the flints and she wondered whether the surface could be improved. HP said it would be looked at.</p> <p>6.2 Pavilion – Hand sanitisers were now in place outside and inside the Pavilion.</p> <p>6.3 Recreation Ground – Two quotes had been received for outdoor gym equipment and they would be put to the community volunteer group who had raised £6,000 towards the project. A quote of £310 plus vat had been approved to improve the goalmouths on the football pitch which were in a poor state. The hedge beyond the new fence had been cut. The water fountain parts had been sourced in the USA and the Clerk had managed to obtain a cheaper quote for shipment but there was a hitch in the payment process. The company had asked for the money to be wired over to them and would not accept a credit card. Two signatories will try and get to the bank and arrange for the money to be transferred.</p> <p>6.3.1 Recreation Ground Fence - There had been controversy over the close-boarded fence that had been installed 18 months ago at the rear of the Recreation Ground and the PC had decided to address the situation again and also to hold a public poll via Facebook as to whether the fence should remain or go. The result of the poll was 21.6% in favour of taking it down and 78.4% wanting to keep it. PS explained that the previous fence had not been sufficient to keep dogs and youngsters out of the neighbouring garden and also that the PC had been advised that putting a replacement fence on the original boundary line would entail cutting down a lot of trees which was not felt to be environmentally acceptable. Councillors voted by six to two to keep the fence with one abstention. PS proposed that climbing shrubs be grown in front while HP suggested it should also be painted to cover up the concrete posts.</p> <p>6.4 Other Items - Walter Hill brought up the question of the lane beyond Providence Chapel after the Lorys had said they wouldn’t be able to do more than fill in a few holes. Anything more extensive and they had been told they would be sued. WH said the path led to a two-mile length of beautiful walking which more and more people were using but it wasn’t safe for pedestrians from November to February. He asked HC if there would be any support from SCC. She was concerned that improvements could encourage motorcyclists and off-roaders there but WH said all it would require was a half-metre strip of hardcore and if put in the right place, would actually discourage more heavy-duty users. HC said she would make enquiries at County Hall and report back.</p>
7	<p>(7/10/20) Land at Brickfield Lane – Britannia Crest had quoted £380 to remove the asbestos, old tank and other contents from the land at Brickfield Lane. The sale of the land is continuing but a question had been raised about the boundaries and that was being clarified.</p>
8	<p>(8/10/20) Parish Matters 8.1 Car parks - A disappointing response had been received from MVDC following their site visit to investigate the possibility of creating a car park on land adjacent to the churchyard or</p>

	<p>alternatively to the rear of the Millennium Field. PS said their stance was very negative and she would arrange a meeting with members of the Parochial Church Council to decide on the next step. NH said the PC should communicate in some way that the car park delays were the fault of the district council and not the PC.</p> <p style="text-align: center;">8.2 Traffic Calming – - TS had taken leadership of the traffic calming group and a meeting was being arranged. Traffic consultants would now be sought to discuss how to progress the recommendations contained in 2020’s earlier public survey.</p> <p>PS referred back to HC’s earlier comments about kissing gates and said the one into The Glebe needed replacing. The stile on Ringers Lane leading to Ringers Top Field was rotten while the footpath behind Brook Cottage required regular maintenance, more than other footpaths. Councillors were asked to consider other footpaths/stiles that required work or needed to be replaced. HC said the metal kissing gates would cost between £300-400 but would last longer and could be painted green. The PC would need to apply to HC for a grant.</p> <p>LS asked about replacing a number of fingerposts that were missing and HC said there was already funding available. Requests could be made via the SCC website.</p>								
9	<p>(9/10/20) Gatwick Matters - PS reported on the Gatwick Transport Forum but said little had come out of it. She said Gatwick still needed to work harder on environmental matters and to assure that the local community would not be side-lined in future development plans. PS submitted a question about the lack of a bus service serving Charlwood. She pressed that it needed to be at times that meant sufficient numbers would use it and that it needed to go direct to Gatwick rather than via Horley.</p> <p>PS had also contacted Gatwick regarding the recently-announced drop off/pick-up payment scheme and said it was hoped that those employees who were regularly dropped off would either not be charged or could pay a vastly subsidised sum.</p> <p>CE reported on the Gatcom meeting held the previous week and said the forecourt charging scheme was heavily criticised. HC added that the scheme also applied to local taxi drivers and all the bed and breakfast establishments dropping off customers. CE said Gatwick were still operating out of the North Terminal; she will provide a more detailed report at the next meeting.</p>								
10	<p>(10/10/20) Community Events & Affairs – PS said there was a churchyard and war memorial clean-up taking place the following Saturday morning. Charlwood at Christmas would not be happening this year but the volunteer team will put up a Christmas tree and lights.</p> <p>A resident had volunteered to organise a Living Advent Calendar where residents decorate a window of their house for the 24 days leading up to Xmas.</p> <p>-</p>								
11	<p>(11/10/20) Finances 12.1 Payments Received & Cleared payments</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>Barclays Charlwood Account – to 30 September 2020</td> <td style="text-align: right;">£ 34,082.58</td> </tr> <tr> <td>Barclays Legacy Account - to 30 September 2020</td> <td style="text-align: right;">£ 4,148.64*</td> </tr> <tr> <td>Barclays Community Account - to 30 September 2020</td> <td style="text-align: right;">£ 163,626.47</td> </tr> <tr> <td style="text-align: right;">Total Bank Assets</td> <td style="text-align: right;">£ 201,857.69</td> </tr> </table> <p style="text-align: center;">*For Archive Room **Total Reserves (for special projects) = £84,000</p> <p>The Clerk had circulated the financial papers (see Appendix A) and PS proposed that the proposed payments be approved, HP seconding. PS added that the finance committee needed to set a date to discuss next year’s budget.</p>	Barclays Charlwood Account – to 30 September 2020	£ 34,082.58	Barclays Legacy Account - to 30 September 2020	£ 4,148.64*	Barclays Community Account - to 30 September 2020	£ 163,626.47	Total Bank Assets	£ 201,857.69
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	Richard Parker asked about the money in the bank that was currently unsecured. The Clerk said he had made a little progress and was aware that it needed sorting out sooner rather than later.												
12	(12/10/20) Reports From Representatives – - LS reported on a social media course she had attended and said the recommendation was to encourage as much traffic as possible through the website. The advice was that all members of the Charlwood and Hookwood Community Facebook page should also be able to view the Parish Council’s own posts.												
13	(13/10/20) Parish Council Communications – The Clerk said that emails sent to JON as part of a group email were bouncing back and asked if other Councillors had experienced similar problems. One or two replied that they had. The Clerk said he would investigate setting JON up with a new PC email address.												
14	(14/10/20) Procedures And Standing Orders Of The Council – None.												
15	(15/10/20) Employment Matters - None.												
16	(16/10/20) Public Comments – HS welcomed the news on the kissing gates and said the stile on the footpath behind Brook Cottage was particularly difficult to negotiate. She also mentioned the footpath along the River Mole from the Old Brighton Road (Povey Cross) entrance which at this time of year became submerged and dangerous in areas. She asked that the PC ask Gatwick to do something about it when the weather was drier. PS suggested that the Gatwick Green Space partnership be contacted. CE said it had been raised with them before and their reply was that it could be done but it hadn’t progressed.												
17	(17/10/20) Forthcoming Meetings - <table style="margin-left: 40px;"> <tr> <td>10th November</td> <td>S&A Committee</td> <td>tbc</td> <td>8pm</td> </tr> <tr> <td>10th November</td> <td>Planning & Highways</td> <td>tbc</td> <td>7:30pm</td> </tr> <tr> <td>16th November</td> <td>Charlwood PC</td> <td>tbc</td> <td>8pm</td> </tr> </table>	10th November	S&A Committee	tbc	8pm	10th November	Planning & Highways	tbc	7:30pm	16th November	Charlwood PC	tbc	8pm
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The meeting closed at 21:03pm