



MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.00 P.M.  
ON THURSDAY 18 JANUARY 2018  
IN THE PARISH COUNCIL OFFICE, VILLAGE WAY, CRANLEIGH

Councillors

Cllr M Forszowski\* (Chairman of the Council)  
Cllr R Burbridge\* (Vice Chairman of the Council)  
Cllr J Betts\*  
Cllr R Cole\*  
Cllr K Fernandes  
Cllr B Freeston\*  
Cllr S Jeacock\*  
Cllr D Lazarus\*  
Cllr A Richardson\*  
Cllr E Townsend\*  
Cllr R Tyler\*

PRESENT\*

ALSO PRESENT: Parish Clerk B Bell FSLCC, Assistant Clerk S. Simmonds, Cllr A Povey (SCC), two members of the public.

1. APOLOGIES FOR ABSENCE

The apology from Cllr K Fernandes who is unwell was AGREED.

2. PUBLIC SESSION

There was a third year degree geography student at Brighton University present who is writing her dissertation on development in Cranleigh.

3. PARISH COUNCIL MINUTES

The minutes of the Parish Council meeting held on 21 December 2017, having previously been circulated, were AGREED and signed by the Chairman as a true record with the following amendment: *'The Council AGREED to consider the grant request for £500 from Cranleigh Grass Court Tennis Festival from the Council's Grants Policy and revenue budget for 2018/19, because the Council had declined to include this grant in the precept for 2018/19.'*

4. DECLARATIONS OF INTEREST

- Cllr M Forszowski declared that she is a Waverley Borough Councillor, she has a non-pecuniary interest in the ditch clearance agenda item as she knows one of the contractors personally, she is a member of the Cranleigh Leisure Centre and she has an interest in the item about Snoxhall Fields car park.
- Cllr E Townsend declared she is a Waverley Borough Councillor.
- Cllr S Jeacock declared that he is no longer a member of the Cranleigh Civic Society, and the Snoxhall Fields car park is not located on the road he lives in.

5. CO-OPTION OF NEW MEMBERS

Cllr D Lazarus was CO-OPTED to the Council to serve the ward of Cranleigh West and signed his declaration of acceptance of office.

6. CHAIRMANS REPORT

Members NOTED the Chairman's report.

7. CLERK'S REPORT

Members NOTED the Clerk's report.

It was AGREED to add the nomination of assets of community value and 100 years since the end of the First World War commemorations to the agenda for the next Parish Council meeting.

8. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

Members NOTED Cllr E Townsend's report.

Cllr A Povey reported:

- Surrey County Council continue to be in a difficult financial position with an overspend of £19 million this year.
- SCC is taking part in a pilot business rate retention scheme in 2018/19.
- The government are permitting an additional 1% Council Tax increase this year, but SCC has not yet set their Council Tax.
- SCC are looking for new ways of working.
- There is a consultation ongoing to change yellow lines in Cranleigh.
- The quieter lanes initiative has been agreed for Barhatch Lane.
- The weight limit for Shere did not get accepted by the Local Committee, but there will be further discussions with parishes affected.
- SCC are looking at its land and buildings including Longfields.
- Cllr M Forszewski raised concern about a blocked ditch at Smithwood Common.

9. MINUTES OF COMMITTEES

- The Minutes of the Planning Committee meeting held on 18 December 2017 were RECEIVED.

10. COUNCIL STRUCTURE

The Council AGREED to appoint:

- Cllrs J Betts, D Lazarus and E Townsend to the Town and Parish Planning Forum with Cllr S Jeacock as a reserve.
- Cllr R Burbridge to the Cranleigh Community Fund.
- Cllr A Richardson to the Internal Audit.

11. OUTSIDE BODIES

Members NOTED the following reports:

- Cranleigh in Bloom from Cllr M Forszewski.
- Discover Gatwick from Cllr S Jeacock.
- Youth Council from Cllr E Townsend.

13. TREE SURGERY WORKS

The Chairman said that the Council acknowledged the excellent work that the conservation volunteer has done over 30 years and was discussing this item tonight to consider his concerns about the cutting of the ivy on the trees at the Beryl Harvey Field. The Chairman said the Council has taken expert advice on the management of its trees and cannot ignore the advice given. Cllr J Betts said he had met with the conservation volunteer and asked if there was a middle ground.

The Clerk reminded members of the advice from the Council's Arboriculturalist about the reasons why the ivy should be cut. A question was asked if the tree surgeon could use their own judgement on whether to cut the ivy. The Clerk explained that the tree surgery must be carried out to British Standards and the Council had carefully selected the Arboriculturalist for his qualifications.

She further explained that tree surgeons are not normally trained to the same qualification as their role is to carry out the Arboriculturalist's instructions, and therefore they would not be insured to make this judgement. The Clerk explained to members that the Council has responsibilities for trees on its land under the Occupiers Liability Acts of 1957 and 1984. The Clerk said that responsibility under the Corporate Manslaughter Act 2007 is with the most senior employee, which in this case is the Clerk, but if the Council chooses to ignore the advice of the Clerk and the Arboriculturalist and does not cut the ivy on the trees, then the liability will pass to the Council members.

The Clerk added that for the future the Property and Asset Committee will be discussing a management plan for the Beryl Harvey Conservation Area and should actively involve the conservation area volunteers in this plan.

The Council AGREED to continue with the tree surgery work as agreed by the Council on 12 October 2017 and to write to the conservation volunteer with the decision, explaining the Council's reasons for the decision, acknowledging his hard work in the conservation area and confirming that the Council will keep him informed about future work in the conservation area.

#### 14. CENTENARY GARDEN

The Council AGREED:

- To note the update from the Management Group from Cllr B Freeston. Cllr B Freeston asked the Council to agree to commence stage 1 now as the stage 1 project plan has been revised, to request staff time to oversee the delivery of stage 1 and to seek authorisation for payment of trees and artist work. The Council AGREED to call an extraordinary meeting of the Council on Thursday 25 January 2018 to discuss these items.
- To note the advice of the local government accountant that VAT cannot be reclaimed on the Centenary Gardens as it is an exempt land transaction.
- The Council AGREED to submit an application to the Gatwick Airport Community Trust for renovation of the Cranleigh Fountain for stage 2 of the gardens. The Clerk reminded members that she needs the quotation for the renovation of the fountain before she can submit the application.
- The Council NOTED the expression of interest to the First World War Heritage Lottery Fund for the listening project for stage 3 of the project.
- The Council AGREED to purchase a Silent Soldier from the Royal British Legion at a cost of £250 from the grants revenue budget. Members were asked to suggest locations for the soldier to the Clerk.

#### 15. SNOXHALL FIELDS CAR PARK

Cllrs M Foryszewski and E Townsend left the room having declared an interest.

Cllr R Burbridge took the chair.

The Clerk explained that members were being asked to consider the responses to the Off Street Parking Places Order consultation tonight. The Clerk said that the car park is located on the eastern side of Snoxhall Fields which is land that the Parish Council holds on charitable trust. Currently the income is below the threshold to register the charity with the Charity Commission, but the car park charges would make the charity registerable. The Clerk said that the car park would be ancillary to the purposes of the charity to provide a recreation ground and its income would need to be applied to the charity pot for this area of land only. She advised that this section of Snoxhall Fields includes the play park, football pitches, pavilion and youth centre. The application of charity funds to these items would lessen the burden on the precept. The Clerk added that the Council would need to respect both charity and local government law when dealing with the Snoxhall Fields charitable trust through meetings separate to the Council as local authority, and the charity's accounts would need an independent examination.

The Clerk reported that there were comments in the consultation that the car park is not well used during the week. The Clerk displayed photographs taken this week of vehicles obstructing the footpath, vehicles not parked in bays and vehicles obstructing the grounds maintenance vehicles access. Regarding the comments from the Football Clubs and their concerns about parking charges, the Clerk advised that the Council could consider a permit system for parking with discussion with the Football Clubs to address league requirements.

The Council AGREED to proceed with the parking charges and arrange a meeting with Waverley Borough Council and the Football Clubs to agree a permit system. The Council AGREED to appoint the Council’s solicitor to handle the first registration of the charity for the land on the eastern side of Snoxhall Fields.

Cllrs M Foryszewski and E Townsend returned. Cllr M Foryszewski took the chair.

16. CRANLEIGH VILLAGE HALL

- The Council AGREED to issue the scope of works prepared by the Conservation Architect for modifications to the eyelet windows and rear wall for tender.
- The Council AGREED for the Clerk to submit an expression of interest to the Heritage Lottery Fund Our Heritage Programme to raise the height of the stage floor.

17. WBC CIL CHARGING SCHEDULE CONSULTATION

The Council DEFERRED this agenda item to the extraordinary meeting of the Parish Council on Thursday 25 January 2018.

18. SCC WASTE LOCAL PLAN CONSULTATION

The Council DEFERRED this agenda item to the extraordinary meeting of the Parish Council on Thursday 25 January 2018.

19. SCC AMENDMENT TO COMMONS REGISTER BARHATCH LANE CONSULTATION

The Council DELEGATED this item to the Planning Committee.

12. FINANCIAL MATTERS

1. The expenditure list to 18 January 2018 circulated this evening was AGREED by the Council and signed by the Chairman. Cllrs R Cole and M Foryszewski will sign the accounts.
2. The bank reconciliation to 31 December 2017 was AGREED and will be signed by Cllr A Richardson.
3. The cashbook reconciliation to 31 December 2017 was AGREED.

The following items were considered in private and confidential session as they are commercial in confidence.

4. The Council AGREED to appoint Grasstex for the grounds maintenance contract with a reduced specification excluding the High Street flowerbeds, as Cranleigh in Bloom has kindly agreed to take over their maintenance.
5. The Council AGREED to appoint Chambers for the refuse contract.
6. The Council AGREED to appoint Ben Nicholson for the ditch clearance and thanked Cllr J Betts for checking the contract specification.
7. The Council AGREED to provide a grant of £500 to Cranleigh in Bloom from the grants revenue budget.

The meeting CLOSED at 9.40pm

Signature.....

Date.....