



MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.00 P.M.
ON THURSDAY 15 MARCH 2018
IN THE PARISH COUNCIL OFFICE, VILLAGE WAY, CRANLEIGH

Councillors

Cllr M Foryszewski* (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.

1. APOLOGIES FOR ABSENCE

The apology from Cllr E Townsend of prior commitment was AGREED.

2. DECLARATIONS OF INTEREST

- Cllr M Foryszewski declared that she is a Waverley Borough Councillor, and Parish Council member for the ward of Cranleigh North and has personally submitted a reference for St Joseph's School for a grant application.
- Cllr K Fernandes declared that she is a member of Cranleigh Civic Society.

3. GUEST SPEAKER - ST JOSEPHS SCHOOL

Mr Simon Jaggard, Head Teacher and Ms Shirley Illsley, Fundraiser at St Joseph's School gave a presentation about the work of St Joseph's School including the school's history, facilities and future plans. The School is working on two projects: an Enterprise Centre including enlarged pottery and craft room, café and semi-commercial kitchen, and a new residential unit and training facility. The School has submitted a planning application and is awaiting the outcome. The fundraising target for the Enterprise Centre is £420,000 and £1.3 million for the residential unit and training centre. The School has extended an invitation to all Councillors to have a tour of the school. The Chairman thanked our guest speakers for their presentation.

4. PUBLIC SESSION

There were no members of the public present at the meeting.

5. PARISH COUNCIL MINUTES

The draft minutes of the Parish Council meeting held on 15 February 2018, having previously been circulated, were AGREED and signed by the Chairman as a true record.

6. CHAIRMAN'S REPORT

Members NOTED the Chairman's report.

7. CLERK'S REPORT

Members NOTED the Clerk's report.

Members completed the SSALC survey on behalf of Surrey County Council about Local Committees.

8. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

There were no reports.

9. MINUTES OF COMMITTEES

- The Minutes of the Planning Committee meeting held on Monday 29 January 2018 and 19 February 2018 were RECEIVED.
- The Minutes of the Neighbourhood Plan Committee meeting held on 01 February 2018 were DEFERRED to the next meeting.
- The Minutes of the Finance Committee meeting held on 14 September 2017 were RECEIVED.

10. OUTSIDE BODIES

Members NOTED the following report:

- Cranleigh in Bloom from Cllr M Foryszewski.

11. FINANCIAL MATTERS

1. The expenditure list to 15 March 2018 circulated this evening was AGREED by the Council and signed by the Chairman. Cllrs K Fernandes and M Foryszewski will sign the accounts.
2. The bank reconciliation to 28 February 2018 was AGREED and will be signed by Cllr R Tyler.
3. The cashbook reconciliation to 28 February 2018 was AGREED.
4. The Council AGREED to invest £100,000 on two months and DEFERRED a decision on future investments to the Finance Committee.

12. CENTENARY GARDEN

Cllr B Freeston reported:

- Phase 1 work will start week commencing 09 April, weather permitting.
- There may be a more extended period of construction as one of the volunteers is in demand. The work may take three months, so Cllr B Freeston is in talks with CALA Homes about the loan of HERAS fencing.
- A qualified electrician is donating his time.
- Work is ongoing to compile a comprehensive list of the fallen in the villages and may necessitate the purchase of extra steel at £200 for more poppies, at which stage Parish Council approval will be sought. Cllr B Freeston clarified that villages include Alfold, Dunsfold, Ewhurst, Shamley Green and Wonersh.
- Approval from the Council will be sought for the purchase of a lesser number of bare root plants.

Members NOTED the report.

13. FIELDS IN TRUST DEEDS OF DEDICATION

The Clerk gave an update on the background work to prepare the Deeds of Dedication presented for approval this evening: Snoxhall Fields, Snoxhall Fields Corner (Centenary Field), Beryl Harvey Field, Bruce MacKenzie Field and tennis courts.

- All the land within the tennis courts Land Registry title has been included in the Deed of Dedication.

- In accordance with the Council's instruction, the allotments at the Beryl Harvey Field have been included in the Deed of Dedication. Fields in Trust were not willing initially to include the allotments as they are not consonant with their objectives. Fields in Trust required either 50% of the land or the allotments area to be defined in the deed. The Clerk advised that the Parish Council had specifically requested the inclusion of the allotments in the Deed of Dedication. The Clerk checked the conveyance for the Beryl Harvey Field which says that the land was given to the Parish Council for the purpose of a recreation ground for the parish of Cranleigh (provided always that until such time as the Council can achieve that purpose the Council may use or let the said land for the purpose of agriculture or for allotments). The Clerk advised the solicitor that the conveyance does not mention 50% of the land for allotments, so it was agreed that the solicitor would define the extent of the current allotments in the Deed of Dedication plan. Members debated this issue and AGREED with the inclusion of the allotments in their current extent.

Members AGREED the formal sealing of the Deeds of Dedication for Snoxhall Fields, Snoxhall Fields Corner, Beryl Harvey Field, Bruce MacKenzie Field and the tennis courts in a recorded vote: Cllrs M Foryszewski, R Burbridge, J Betts, R Cole, K Fernandes, B Freeston, S Jeacock, D Lazarus, A Richardson, R Tyler. Thanks were recorded to Cllr E Townsend in her absence.

Active Spaces

The Clerk spoke with the bootcamp and park run to find out what facilities would be beneficial under the Active Spaces programme and a trim trail was suggested. Members AGREED to apply for £5,000 to the Active Spaces Fund for a trim trail at Snoxhall Fields.

14. SNOXHALL FIELDS CAR PARK

Cllr M Foryszewski declared a prejudicial interest as a Waverley Borough Councillor and left the room. Cllr R Burbridge took the chair.

CAR PARK CHARGES

Members AGREED:

Monday to Friday

8.00am – 6.30pm

Maximum stay 3 hours

£1 for 3 hours

No return within one hour

Saturday

8.00 – 6.30pm

Maximum stay 4 hours

£1 for 4 hours

No return within one hour

Four permits for Greenways Nursery staff who are on site longer than 3 hours during the week.

CAR PARK SIGN

Members AGREED the draft sign with the amended charging regime as above. Cllr R Cole asked the Clerk to check if planning permission is required for the sign.

CAR PARK MANAGEMENT AGREEMENT

The car park management agreement was considered in private and confidential session, reason – commercial in confidence.

Members AGREED for the draft car park management agreement to be forwarded to the Council’s solicitor for advice with the Clerk’s amendment that the Council has agreed to purchase a used parking ticket machine from Stockland Square at a cost of £500 and installation of cost of £1,431.14 + VAT

Cllr M Forszewski returned to the meeting and took the chair.

15. CITIZENS ADVICE BUREAU WAVERLEY

Citizens Advice Bureau Waverley asked to meet with the Chairman and Clerk to discuss sub-letting rooms at the Cranleigh Citizens Advice Bureau. The Clerk had put Citizens Advice Bureau in contact with the Red Cross who wish to open a Cranleigh base for equipment loans.

The Clerk advised that the Council has a lease agreement with Citizens Advice Waverley for the office and a Deed of Variation for sub-letting. The Clerk sought the advice of the Council’s solicitor about sub-letting to the Red Cross and was advised that in accordance with clause 3.1 of the Deed of Variation the Parish Council may agree the sub-let from Citizens Advice Bureau Waverley to the Red Cross by way of formal letter and draw their attention to the terms of the lease and deed of variation.

Members AGREED for Citizens Advice Bureau Waverley to sub-let two rooms to the Red Cross for a period of one year.

16. CHIPPER

The Council AGREED to purchase a Jansen Chipper at a cost of £1,350 + VAT from the Grounds Maintenance revenue budget.

17. STAFF MATTERS

This item was discussed in private and confidential session.

Members AGREED the recommendations of the Personnel Committee and DEFERRED one item to the next meeting.

18. DATE OF NEXT MEETING

Thursday 29 March 2018.

The meeting CLOSED at 9.50pm

Signature.....

Date.....