**Shackleford Parish Council**

 **Minutes of the meeting held on 1 July 2014 in the Shackleford Centre**

**Present** – Bridget Carter-Manning (Chairman), Fran Nowlan (Vice Chairman), Barry Hitchcock, Philip Randall, Jon Scott and Kate Lingard (Clerk).

**Members of the Public –** Quintus Van Koetsveld, John Forsyth, Darrell Romer, Judy Romer and Selina Pope.

**Issues raised by the Public** – none.

**15/14** – **Apologies for Absence** – GBC Councillor Tony Rooth and SCC Councillor George Johnson.

**16/14** - **Minutes of Meeting held on 18 March 2014** – approved and signed by BCM.

**17/14** - **Matters Arising** – none.

**18/14** - **Declarations of Interest** – none.

**19/14** - **Community Safety report from the Surrey Police** – PC Privett was not present to give the latest report.

**20/14 - County and Borough Councillors –** both Councillors sent apologies for absence.

**21/14** - **Highways and Byways update –** BCM reported that: 19 points had been raised with the Highways Officer for necessary repairs in the parish, 21 potholes have been repaired near Lydling Farm, improvements are imminent for some parish ditches and planned resurfacing on the Hurtmore Road is now scheduled to take place in July/August.

Further to concerns raised by SPC with SC about the dangers of some local Footpaths crossing the A3, BCM reported that the wording of new warning signs suggesting alternative routes were being approved with SC. These will be put at sensible locations on the footpaths to warn walkers of the dangers and possible diversions before they are confronted by the A3.

**22/14** – **Liquidambar Tree** – it was noted that planned works to the tree will be carried out in July.

**23/14** – **Planning** – the list of current planning applications was discussed.

**APPEAL - Planning Application 13/P/01737 – Proposed Solar Farm at Eashing Farm, Eashing Lane –** the appeal date has been set for 16th July and BCM plans to attend and speak on behalf of SPC.

**Planning Application 14/P/00590 – Aldro School – Variation of Condition 2 of 13/P/01030 –** it was noted that this application had been decided by the Planning Officer and SPC were concerned that the final height chosen for the Listed Wall was lower than discussed with the school. SPC had understood the school would attempt to rebuild the wall, with bargate or similar stone, back to the height before the demolition of the covered sports hall. PR would try to look into the height of the wall when it was listed. Concerns were raised about the rapid deterioration of the Listed Wall following the recent works.

**Planning Application 14/P/01025 – Beechwood Farm, Elstead Road - Redevelopment of Beechwood Farm, Lodge and Beechwood Cottage to provide three detached dwellings –** SPC had no objection to this application which was very similar to an application that had already been approved, but concerns were raised over the size of the Barn for Plot A, whose footprint is bigger than dwellings for Plot B and C. SPC did not want this barn to become the subject of a future planning application for conversion into a dwelling. The Clerk was asked to make this comment on the application to GBC.

**Planning Application 14/P/01011 and 01012 – Upper Eashing Farm - Conversion of a stable building into 1x1 bedroom dwelling and single storey rear extension –** SPC had no objection to this application.

**Planning Application 14/P/01055 – Home Farm Cottage, Rokers Lane - Proposed removal of existing storage containers and retention of storage building –** SPC reported that there was some confusion over the Plans attached to the application as they did not appear to match current buildings visible on the property. Mr Forsyth was present and was helpful in clarifying the situation. He explained that the temporary stables were not marked on the Plans and that the storage containers had been shown in an out of date location. He agreed that the temporary stables needed planning permission and he would apply for this with GBC. On that basis, SPC had no objections to the application.

**Planning Application 14/P/01089 – Dean Cottage, Eashing Lane - Erection of a single storey outbuilding in garden –** SPC had no objection to this application but would like to know more about the building materials that would be used – Clerk to ask GBC.

**Planning Application 14/P/01074 – Home Farm, By-Pass, Hurtmore - Improvement of A3 Access (without accompanying bund from previous application) –** SPC had no objection to this application however, PR raised concerns over the short length of the northbound acceleration lane and road markings/safety provisions for cyclists. PR thought the acceleration lane may taper too early and the lane may not be long enough to allow lorries to get up to a safe enough speed to merge onto the A3. Mr Forsyth explained that the application had already been discussed with the Highways Agency but that he would raise these concerns on SPC’s behalf.

**Planning Application 14/P/01102 – Brew House, Eashing Lane - Listed Building consent to demolish chimney in kitchen and replace with roof light –** No objection.

**Planning Application 14/P/01104 – Longacre Barn, Grenville Road - Erection of a conservatory –** SPC resolved to object to this application on the same grounds as it objected to a similar application for this property last year – the conservatory/extension would constitute a disproportionate addition to a property that had started with a much smaller original size.

**24/14** – **Hurtmore Goalpost** – The goalpost has arrived and is ready to be installed once GBC have completed the necessary Licence. Thanks to BH for his help with this.

**25/14 – Provision of Replacement Grit Bins –** BCM to look into what design to purchase to replace the two existing broken bins so that they can be in place for the winter. Cost to be covered by grant from SCC.

**26/14 – Shackleford Community Playground –** The Clerk reported that SC Councillor George Johnson had authorised £390 of surplus grant money already paid to SPC to be given to the Playground for recent repairs. SP reported that the Playground Committee was still considering whether to become a Working Party of SPC. This would mean that SPC and not the Playground Committee would formally handle all finances, insurance, management of inspections and decisions relating to the playground. Until such decision is reached, the Playground Committee would continue to be in charge of the playground and inspections (with SPC providing public liability insurance). The Clerk was authorised to obtain a checklist from RoSPA for the price of £30 plus VAT to help the Playground Committee when inspecting the playground. Mr Forsyth suggested asking Eibe if they would sponsor the playground, as they are a local company. SPC agreed this was a very good idea and Mr Forsyth said he would look into on behalf of SPC and the Playground Committee.

**27/14 – S.106 Monies from the Completed Mushroom Farm Development –** it was noted that GBC are now in possession of the s.106 monies relating to Play Space (£7,921), Community Facilities (£4,681) and Environmental Enhancements (£5,281). SP to look into play equipment requirements and JS to forward on the details of the relevant Shackleford Centre Committee member to liaise with GBC over roof improvements needed for the Centre. BCM reported that GBC were still looking into the logistics of Woodland Steps in Hurtmore, which would come under Environmental Enhancements. SPC agreed to ask for the provision of a bench at Eashing.

**28/14 – CFGA 2014/15 –** the Clerk reported that GBC have asked for ideas from SPC for this 50% matched grant which could be available for local projects. SPC to consider potential projects.

**29/14** – **Finance**

1. **Annual Return for year end March 2014 –** it was noted that the internal audit had been completed. SPC asked the Clerk to give David Morgan a token of appreciation from SPC for carrying out the audit.
2. **Grant from GBC –** the Clerk reported that SPC had been successful in applying for an ‘Urgent Grant’ from GBC to help towards recent repairs and new equipment at the Shackleford Community Playground. GBC matched 50% of the cost and SPC approved the payment of this (£1080) to the Playground Committee.
3. **Parish Council Payroll Provider**
4. The termination of the contract with Douglas Tonks and the appointment of Angel Payroll services were approved.
5. A new standing order for the payment of the clerk’s salary (at the same rate) was approved and signed.
6. **Expenses -** The following payments were approved:

 Hall Hire - £25

 Annual Payroll Fee to T. Dye at Angel Payroll - £150

 Clerk’s Salary for June 2014 - £309.40

 Clerk’s expenses from May and June 2014 - £102.94

 1st Call Trees - £90 plus VAT

 Donation to St Marys PCC - £200

 Playground Donation - £390

**30/14 - Date of next meetings** – 9 September and 18 November 2014.