

# ALFOLD PARISH COUNCIL

**MINUTES** of the Alfold Parish Council Meeting held on **Tuesday 10<sup>th</sup> November**

**Present:** Mr Nik Pidgeon (Chairman); Mrs Penni Mayne;  
Mrs Betty Ames; Mr Wayne Mouring; Mr Adrian Erricker (part);  
Mrs B Weddell (Clerk)

Waverley Borough Councillor Kevin Deanus, representatives from CAGNE and seven members of the public were in attendance.

**Apologies:** Apologies had been received from Mr Alasdair Denton-Miller and Mr Nigel Budd.

Before the business of the meeting there was a presentation from Sally Pavey of CAGNE (Communities Against Gatwick Noise and Emissions), which is appended to this minutes.

**15/094            Declarations of interest pertaining to agenda items**

There were no declarations of interest.

**15/095            Minutes**

The minutes of the parish council meetings held on 14<sup>th</sup> September and 15<sup>th</sup> October 2015 were approved as a correct record of the meetings and signed by the Chairman.

**15/096            Chairman's report**

The Chairman thanked Mr Erricker for speaking in his absence at the recent Eastern Planning Committee in respect of the Dunsfold Park application for additional commercial space.

Following the last meeting, when he had reported on plans for Linden Farm, Mr Pidgeon had spoken to Surrey County Council, who advised plans were still being considered and there was no progress to report at this time.

**15/097            Clerk's report**

The Clerk reported that following the recent fatal traffic accident outside Alfold Stores, she had attended a meeting regarding traffic safety with Mrs Mayne, Cllr Victoria Young, Adrian Selby, Highways Engineer and local residents. Mr Selby had agreed that more appropriate warning signs are needed and that he would put these in hand for installation in this financial year, with funding to be met by Cllr Young's own budget plus parish council funding if necessary. In addition, a traffic study to look at possible traffic calming measures would also be considered and Mrs Mayne would attend the forthcoming Task Group meeting to push for this study to go ahead. Residents are compiling a petition asking for traffic calming measures, which would be presented to the next Local Committee meeting.

The Clerk advised that Waverley had responded to the parish council's letter requesting that Chapel Field be included in the Conservation Area, and that it would not be possible for that land to be included as it doesn't contribute to the 'meaning' of the conservation area.

**ACTION**

Mrs Mayne

The Clerk advised that she had given Ben Johnstone the go ahead to carry out an extra grass cut as the grass was still growing. She had asked him to empty the soil dump in the Cemetery.

<b>15/098</b>	<b>Report from Waverley Borough Councillor</b> Cllr Deanus reported that Waverley is carrying out a Star Chamber process comprehensive spending review to address a need to save £2m. As the process develops, Cllr Deanus will brief the parish council about any impact on the local area.	
<b>15/099</b>	<b>Neighbourhood Plan Update</b> It was agreed that the Clerk would set up a meeting of the Steering Group and ask Chris Bowden of Navigus Planning to attend.	Clerk
<b>15/100</b>	<b>Correspondence</b> There was nothing to report.	
<b>15/101</b>	<b>Accounts for payment</b> Payments were approved and receipts were noted. The attached Order for Payments was signed by the Chairman, one Councillor and the Clerk.	
<b>15/102</b>	<b>External Auditor's Report</b> The External Auditor's Report, as appended to this minutes, was noted and the Clerk advised that she had taken steps to ensure that all staff costs would be recorded correctly.	
<b>15/103</b>	<b>Speedwatch</b> Mr Budd had advised the Clerk that he had the required number of volunteers to carry out Speedwatch and was proceeding to set up a training session. It was resolved that £500 would be made available for calibrating the speed gun if necessary.	
<b>15/104</b>	<b>Business Plan/Aims and Objectives</b> The Clerk would circulate an example document and members would email ideas to the Clerk in advance of the next meeting.	Clerk
<b>15/105</b>	<b>Planning</b> There were no new planning applications to consider.	
<b>15/106</b>	<b>Planning. Summary of the status of recent Planning Applications for information only</b> SO/2015/0009 Request for Screening opinion for up to 60 dwellings. Land West of Sweeters Copse, Loxwood Road, Alfold <b>EIA not required</b>  WA/2015/1676 Formation of an access and creation of parking/turning area. 1 Crossways Cottages, Guildford Road, Alfold. <b>Full permission</b>  WA/2015/1696 Erection of garage/store following demolition of existing garage and shed. 9 Brockhurst Cottages, Alfold. <b>Full permission</b>  WA/2015/0528 Erection of grain store, photovoltaic panels and associated works. Land at Poundlea Farm, Wildwood Lane, Alfold. <b>Full permission</b>  AG/2015/0014 GPDO Part 6; erection of an agricultural farm office. Land at Sydney Farm, Rosemary Lane, Alfold. <b>Full permission</b>	

The Clerk reported that Waverley Eastern Planning Committee had resolved to approve Dunsfold Park's application for 10,000 sqm additional commercial space, subject to signing a S.106 agreement for the provision of a footpath along the Dunsfold Road between the Compasses Gate and Crossways. The cap on the number of daily vehicle movements had been increased by 635 to 3,348 daily movements, and the officer had stated this had been agreed by Surrey Highways; the parish council asked Cllr Deanus to request evidence that the increase had indeed been agreed by Surrey Highways as nothing had been seen in writing.

**15/107**

**General Matters**

Following their presentation, the Chairman proposed that the parish council joins CAGNE, which was agreed.

The Clerk would write to residents and Highways regarding hedges restricting footpaths.

Clerk

**15/108**

**Items for inclusion on a future agenda**

The draft precept would be on the agenda for the December meeting.

**15/109**

**Next meetings**

17th December 7.30pm, The Green Room, Alfold Village Hall (planning).

5<sup>th</sup> January 7.30pm, Alfold Village Hall

**There being no further business, the Chairman closed the meeting at 21:15.**

The following issue(s) have been raised as there are minor errors on the annual return which we wish to draw to the attention of the council so they do not occur again in future years.

**Minor issues**

*What is the issue?*

The following issues have been raised as minor issues or omissions have been identified in the current year's Annual Return:

The Council have included some of the staff costs in box 6, other payments. Therefore, other payments are overstated and salary costs are understated.

*Why has this issue been raised?*

This is to draw these minor errors to the attention of the council.

*What do we recommend you do?*

The council should ensure in future years that the above minor errors or omissions are not included in the Statement of Accounts.

Further guidance on this matter can be obtained from the following source(s):  
Governance and Accountability in Local Councils in England - A Practitioners Guide, NALC/SLCC

For and on behalf of  
BUD LLP

Date: 25 June 2015

# Alfold Parish Council

Schedule of receipts and order for payments for November 2015  
To be approved under Agenda item 11 at the Parish Council meeting on 10.11.15

## RECEIPTS

Payer:	Detail:	Amount:
		£
	<b>Total</b>	<b>£</b>

## PAYMENTS

Payee:	Detail:	Amount:
B Weddell (inc. HMRC)	November salary	£ 587.11
		£
		£
		£
	<b>Total</b>	<b>£ 587.11</b>

## EXPENDITURE TO BE RATIFIED – paid since last Parish Council Meeting:

Payee:	Detail:	Amount:
B Weddell	October salary	£587.11
	<b>Total</b>	<b>£ 587.11</b>

**Total receipts £0.00**

**Total expenditure £1174.22**

Signed by Chairman: ..... Date: .....

Signed by Councillor: ..... Date: .....

Signed by Clerk/RFO: ..... Date: .....