

# ALFOLD PARISH COUNCIL

**MINUTES** of Alfold Parish Council Meeting held on **Tuesday 14<sup>th</sup> January 2014** in Alfold Village Hall, Alfold.

**Present:** Dr J Masding (Chairman); Mrs P Mayne; Mrs B Ames; Mr C Copus;  
Mr K Deanus;; Mrs B Weddell (Clerk)

Two members of the public were in attendance.

**Apologies:** Apologies had been received from Mr N Budd and Mr N Pidgeon.

		ACTION
<b>14/025</b>	<b>Declarations of Interest</b> Mrs Mayne declared in interest in WA/2014/	
<b>14/026</b>	<b>Minutes</b> The minutes of the meeting of the Parish Council held on 7 <sup>th</sup> January 2014 were approved as a correct record of the meeting and signed by the Chairman.  The minutes of the meeting of the Parish Council held on 14 <sup>th</sup> January 2014 were approved as a correct record of the meeting and signed by the Chairman.  The minutes of the meeting of the Parish Council held on 13 <sup>th</sup> February 2014 were approved as a correct record of the meeting and signed by the Chairman.	
<b>14/027</b>	<b>Clerk's report on progress</b> <ul style="list-style-type: none"><li>▪ The Clerk and Mr Deanus had attended a site meeting with Surrey County Council and Waverley Borough Council, where ditches and culverts were looked at to identify causes of the recent flooding. An action list had been agreed and there would be a follow-up meeting on 17<sup>th</sup> March. Residents of Clappers Meadow had agreed to get together a working party in June to clear the ditch behind numbers 7 to 18, and Mr Deanus proposed that the parish council fund the cost of hiring a mini-digger for the weekend, which was agreed. The next flood meeting to be chaired by Anne Milton MP would be held on 11<sup>th</sup> April in the Village Hall.</li><li>▪ Ben Johnstone had completed the mulching at Jubilee Pond and had advised that the fence around the pond is rotting and needs replacing. The Clerk will proceed with getting quotes and responsibility was delegated to the Clerk and the Chairman to proceed with putting work in hand.</li><li>▪ The Churchwardens and Sexton had reported to the Clerk that the War Memorial needed cleaning. With the agreement of the Chairman, the Clerk had put the work in hand with Scancad Services, who would also carry out a complementary clean in October, in advance of the Remembrance Sunday commemoration service for the First World War Centenary. Scancad had advised that the letter needs to be repainted and this had also been put in hand and they would also quote for carrying out mortar repairs.</li><li>▪ A resident had reported that the cess pit at Sedgheurst, Dunsfold Road, is discharging sewage into woodland adjacent to the property. The Clerk had reported this to the Environment Agency, who would report back.</li></ul>	Clerk/ Dr Masding

14/028	<p><b>Chairman's report</b> The Chairman had nothing to report that wasn't covered elsewhere on the agenda.</p>	
14/029	<p><b>Report from Borough Councillor</b> No report had been received.</p>	
14/030	<p><b>Report from Surrey County Councillor</b> No report had been received.</p>	
14/031	<p><b>Neighbourhood Plan Update</b> The 6-week consultation period for the Neighbourhood Plan Area to be designated is underway and finishes on 14<sup>th</sup> April. The area designation would then be considered by Waverley's Executive Committee on 3<sup>rd</sup> June and then Full Council.</p>	
14/032	<p><b>WBC Draft Revised Statement of Community Involvement - Consultation</b> The consultation document had been circulated prior to the meeting. The Chairman said that parish councils should be mentioned as statutory consultees in Section 6 of the document, even though parish councils are included in the Appendix. The Chairman also said that the number of neighbouring properties advised of planning applications should be broadened to all those affected. Responsibility for producing a draft response was delegated to the Chairman and the Clerk.</p>	Clerk/ Dr Masding
14/033	<p><b>New Electronic Standing Orders</b> These had been circulated prior to the meeting. The Clerk had read through the document was of the opinion that the language had been simplified and order changed. It was agreed that the Clerk would advise any substantial changes, before the parish council decides whether to adopt.</p>	Clerk
14/034	<p><b>Playground – grant application for new playground equipment</b> The Clerk advised that following the recent Playground Inspection, work is required to be carried out on some of the older items if playground equipment. The Clerk was currently looking into the possibility of grant funding to replace the two old swings and embankment slide. The Clerk advised that there is currently £3000 in the replacement budget and it was agreed that the Clerk should continue to look for grant funding but that if this isn't forthcoming, the old set of infant swings should be replaced with a nest swing. The Clerk will update at the next meeting.</p>	Clerk
14/035	<p><b>Arrangements for Annual Parish Assembly – 1<sup>st</sup> April</b> Arrangements for the parish assembly were discussed. The Clerk would put a notice in the parish magazine and invite speakers.</p>	Clerk
14/036	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>▪ Waverley BC had written to advise the availability of funds from Planning Infrastructure Contributions for parishes. There was £521.47 for playing pitches, which Mr Deanus thought could be used for the cricket pitch; £766.38 for Equipped Playspace, which could help fund replacement play equipment; £510.92 for Community Facilities, which could possibly be used to help fund the PA system for the Village Hall; and £191.65 for Environmental Improvements, which could be used for planting at Jubilee Pond. The Clerk would make enquiries and progress.</li> </ul>	Clerk

- RDA Architects had written to ask for the parish council's comments regarding proposed new cottages on land adjoining Byways on Dunsfold Road. The parish council considered the plans and agreed that some form of development on the land could be acceptable but that they would prefer to see a pair of semi-detached houses with garages to be more in keeping with surrounding properties. They would ask that all driveways and hardstanding be constructed of porous material and thought given to soak-aways without contributing to existing problems with surface water drainage and also that consideration be given to a viable alternative method of sewage disposal other than into mains drainage, which is at capacity.

**14/036**

**Accounts for payment**

Payments were approved and receipts were noted. The attached Order for Payments was signed by the Chairman, one Councillor and the Clerk.

**14/037**

**Planning. Summary of the status of recent Planning Applications for information only**

There were no recent decisions to report.

**14/038**

**Planning**

After full consideration of the following applications, the Parish Council decided to comment as follows:

CA/2014/0023 Alfold Conservation Area, Removal of one tree. Hillside, Loxwood Road, Alfold. **No objection**

WA/2014/0272 Listed Building Consent for solar panels. The Old Manor House, Rosemary Lane. **No objection**

WA/2014/0274 Erection of single storey extension and relocation of air source heat pump. **Letter of objection appended**

WA/2014/0228 Certificate of Lawfulness under S.192 for extensions. Clover Cottage, Rosemary Lane. **No objection**

**14/039**

**General Matters**

The Clerk would find out the latest timing for fibre optic broadband to be available in Alfold.

Clerk

Michael Padfield had produced detailed plans of the surface water drainage in Alfold, which the Clerk would copy and pass to Surrey County Council and WBC.

Clerk

**14/040**

**Next meetings**

17<sup>th</sup> April, 7.30pm, Green Room, Alfold Village Hall

13<sup>th</sup> May, 7.30pm, Alfold Village Hall

**There being no further business, the Chairman closed the meeting at 21:05**

# Alfold Parish Council

Schedule of receipts and order for payments for March 2014

## RECEIPTS

Payer:	Detail:	Amount:
J Woodford Funerals	Memorial t/l James Bowers	£140.00
	<b>Total</b>	<b>£140.00</b>

## PAYMENTS

Payee:	Detail:	Amount:
B Weddell	March pay	£ 522.25
SCAPTC	Planning Event x 2	£ 48.00
Cranleigh Memorials	Cleaning War Memorial (revisit Oct)	£ 250.00
Play Inspection Company	Operational Inspection	£ 54.01
Waverley Borough Council	Council tax on Cemetery	£ 160.14
	<b>Total</b>	<b>£1034.40</b>

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

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

**Total receipts           £632.00**

**Total expenditure      £1833.85**

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

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

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

# ALFOLD PARISH COUNCIL

21 March 2014

Mrs J Dawes  
Planning Department  
Waverley Borough Council  
The Burys  
Godalming  
GU7 1HR

Dear Mrs Dawes

**RE: WA/2014/0274 Erection of a single storey extension and relocation of air source heat pump (revision of WA/2013/2015). The Granary, Loxwood Road, Alfold**

Alfold Parish Council has considered this application and maintains its OBJECTION.

The parish council considers that proposed extension, by reason of its size, mass and scale would be disproportionate in size to the existing building and surrounding properties and would detract from the character of the conservation area.

Yours sincerely

Beverley Weddell  
Clerk to Alfold Parish Council

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