



EWHURST PARISH COUNCIL WITH ELLENS GREEN

Clerk of the Council: Jane Bromley

Tel: 01483 267646

email: clerk.epc@btinternet.com

MINUTES OF THE MEETING OF EWHURST WITH ELLENS GREEN PARISH COUNCIL
held at 7.45 pm on MONDAY 16th April 2018 at the EYSC (first floor).

Attendance: Parish Councillors: Mike Turner (Chair); Val Dixon Henry; Julie Francis; Ian Davis; Mike White.
Jane Bromley, Parish Council Clerk.

- 58 (2017) APOLOGIES FOR ABSENCE. Parish Councillors; Richard Cleaves; Tom Fawcett; Elaine Benson. WBC Kevin Deanus.
- 59(2017) DECLARATIONS OF INTEREST. None
- 60 (2017) MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19th March 2018.The Parish Council RESOLVED to approve the minutes as an accurate account of the meeting.
- 61 (2017) PARISH COUNCIL UPDATE. Planning for new Parish Council year. Cllr Turner talked regarding the portfolios for Councillors next year and made suggestions in this regard. These suggestions were open to discussion but would otherwise be put forward at May Annual Meeting of the Parish Council. A reminder to Councillors to update their Registers of Interest for the year commencing May 2018..
- 62 (2017) ADJOURNMENT: - No speakers.
- 63 (2017) APPENDIX 1 THE PLANNING COMMITTEE. Noted.
- 64 (2017) APPENDIX 2 RECEIPTS AND PAYMENTS for March 2018 and financial statements for the full year. Comments invited on receipts and payments for March and the financial statements. Cllr White asked for a breakdown of miscellaneous income which was read out from the accounts. All were satisfied.
- 65 (2017) APPENDIX 3A ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDED 31st March 2018- The Parish Council RESOLVED to confirm they have satisfied their responsibility for a sound system of internal control, points 1 to 8 on the annual return form.
- 66 (2017) APPENDIX 3B APPROVAL OF THE ANNUAL ACCOUNTS TO 31st MARCH 2018 – The Parish Council RESOLVED to approve the accounts to 31st March 2018 to be reviewed by the internal auditor.
- The asset register for the forthcoming year was discussed and it was proposed by Cllr White and seconded by Cllr Turner, all in favour that the value of the community buildings would be restated and in order to do this the Clerk would use £300 per sq. ft. for calculating the formula which would then be checked professionally. ACTION Clerk
- 67 (2018) NOMINATIONS FOR CO OPTION FOR MEMBERSHIP OF THE PARISH COUNCIL. Michael Benoy was nominated by Cllr Turner seconded by Cllr Dixon Henry and all in favour. Michael Benoy confirmed his acceptance of office and was presented with a copy of the Ewhurst Code of Conduct for Councillors.
- 68 (2017) REPORTS – Richard Cleaves – Finance and Extra Maintenance. No report.

Julie Francis - Ground Maintenance. Cllr Francis had taken a look at the Lane subsidence reported by a resident and confirmed that SEE who had dug up the road and reinstated it should be contacted and asked for remedial works to be carried out. ACTION Clerk.

Val Dixon Henry – Planning. Cllr Henry confirmed that the Chanrossa appeal for 23 units and application for costs had been dismissed. Cllr Henry advised that no decision had yet been made on the Penlans and Land South of Cranleigh Road applications.

Elaine Benson – Community. Cllr Benson asked that all be reminded of the Annual Parish Meeting taking place on 9th May 2018 at 7.30pm.

Ian Davis - Community Liaison.

A meeting had been held with the football clubs to agree the specification for maintenance of the football pitches for 2018-2019. It was concluded that more work was needed on the specification to bring it in line with a report produced by a member of the junior club who was professionally involved in grounds maintenance. This member undertook to rewrite the specification and then a further meeting would be called. The Clerk had advised the clubs that she was attempting to establish the process by which WBC would release the S106 monies for pitch improvements and this attempt was ongoing.

Mike Turner – Website. The new website was in the process of being produced. Communications. Box broadband was progressing through the village and Pitch Hill was next. Highways. A severe lack of funding within SCC Highways would mean that there would in the near future be further deterioration of the roads. All potholes should be reported as those reported most would be more likely to get seen to.

Tom Fawcett – Parish Buildings. No report.

- 69(2017) PARISH CLERK REPORT– ASSISTANT CLERK Advertisement response. The Clerk advised there had been two very suitable candidates who would be interviewed by Cllr Turner and White and the Clerk on 9th May. The Interview panel would then make a recommendation to the Parish Council at their meeting on 21st May.
- 70(2018) APPENDIX 4 - BUILT UP SETTLEMENT BOUNDARY PROPOSED UPDATE- The Parish Council to discuss the proposed update of the BUAB of Ewhurst proposed by WBC and to RESOLVE whether or not to accept the update. The amendments suggested at 1 were agreed. The amendments suggested at 2 extends too far to the East and needs checking. There was a further un- numbered amendment along Mapledrakes Road and the Parish Council would like WBC to explain this. In addition the Parish Council reserve the right to further amendment in line with recommendations arising as a result of the Neighbourhood Plan process. The Clerk was to pass these comments onto WBC. **ACTION Clerk**
- 71(2018) APPENDIX 5 –RESIDENTS’ TREE MATTER- The Parish Council to discuss and propose whether or not to make a contribution towards the costs of tree surgery and if so how much of a contribution. It was proposed by Cllr White and seconded by Cllr Turner, all in favour that a site visit would be carried out to ascertain the ownership and exact location of the tree and then the matter would be brought back to Council in May. **ACTION Cllr White**
- 72(2018) APPENDIX 6 - BURIAL GROUND HEDGE- The Parish Council to discuss and propose action with regard to the resident’s request concerning the burial ground hedge on the right hand boundary of the burial ground. It was proposed by Cllr Henry seconded by Cllr White, all in favour that a site visit would be arranged with the resident and the matter brought back to Council in May. **ACTION Cllr White and Henry.**

- 73(2018) APPENDIX 7 - CARNIVAL COMMITTEE- SMALL GRANT REQUEST- The Parish Council RESOLVED to grant the request for a raffle prize in the sum of £100 from their small grant fund. ACTION Clerk
- 74(2018) THE GLEBE – Update. A group of residents had cleared the centre of rubbish and Cllr Henry thanked them for their help. There was interest to form a Committee for the centre which was to be a properly constituted Committee and the Clerk was to provide a template Terms of Reference for the Committee. ACTION Clerk. The Insurance and Fire extinguishers were to be organised by the Clerk as well as Risk assessments and checks. In addition an Energy Certificate would need to be provided. Cllr Henry would look into producing a specification for the grounds maintenance. ACTION Cllr Henry and Clerk The utility transfer would be organised by WBC. A key safe existed front and back and fire exits were to be checked for signage and lighting. ACTION Cllr Turner.
- 75(2018) BOWLS CLUB LEASE UPDATE- Cllr White to update on Trustees queries and a meeting to be organised with the Parish Councillors. Cllr White passed to the Clerk a marked up copy of the lease. The Clerk was to go through the updates and determine if there was any material change which would necessitate further Resolution by the Parish Council or whether they were non material amendments which would require no further Parish Council time.
- 76(2017) NEIGHBOURHOOD PLAN – Update. A draft of the Sustainability Appraisal had been completed and reviewed by WBC. The site assessments had not yet been passed to the Group by the Consultant.
- 77(2018) APPENDIX 8 -VILLAGE HALL BOILER- The Parish Council to consider the quotes received for a replacement boiler at the Village Hall. The Parish Council to take into account the budget available and the expenditure already committed out of this budget. The Parish Council to discuss whether the boiler replacement should go ahead and be paid for out of RESERVES or else included in the precept calculation for 19-20. It was proposed by Cllr Davis and seconded by Cllr Turner, all in favour that Option 2 boiler with Powerflush and Magnaclean at a total net cost of £2080 would go ahead and the cost would be taken from Reserves. This decision was thought necessary by the Council to prevent a boiler breakdown this coming winter and all the inconvenience that would involve.
- 78 (2017) PARISH BUSINESS; - Items for general discussion. The Clerk had received today and email from WBC asking for a decision on the name Cherry Field Drive proposed by Millwood Homes. The Parish Council would prefer Cherry Field proposed by Cllr Francis seconded by Cllr Davis and all in favour and this was to be proposed by the Clerk. ACTION Clerk.
- Cllr Francis asked that availability of the minutes to read on the website and notice boards be published in the E Bulletin.
- 79 (2017) MATTERS FOR CONSIDERATION AT THE NEXT MEETING of the Parish Council, 21st May 2017
Repair to Recreation Garage Roof. Glebe update.