



# EWHURST PARISH COUNCIL WITH ELLENS GREEN

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MINUTES OF THE EWHURST PARISH COUNCIL WITH ELLENS GREEN ANNUAL PARISH COUNCIL MEETING.  
held at 7.45 pm on MONDAY 20<sup>TH</sup> MAY 2019 at the EYSC

**Attendance:** Parish Councillors: Val Henry, James Mitchell, Mike White.  
Mr Mike Turner, Mr Michael Benoy, Mr Ian Davis, Mr Xavier Riley  
7 members of the public

In attendance: The Locum Clerk, Mrs J Cadman

068 (2019) **ELECTION OF CHAIRMAN:**

Mr Turner opened the meeting, as outgoing Chairman, and called for nominations for Chairman. Cllr Henry was Proposed as Chairman for the next three months, allowing time for the new council to settle in, by Mr Turner, Seconded by Cllr Mitchell, all in favour.

Cllr Henry accepted the nomination and signed the Declaration of Acceptance of Office. She proposed a vote of thanks to Mr Turner, who had done an incredible job in very difficult circumstances and who had shown his deep commitment to the Parish Council and to the village.

Mr Turner left the meeting.

069 (2019) **APOLOGIES FOR ABSENCE:**

All members were present. Cllr Henry thanked those members who had not put themselves forward for re-election for all their hard work over the years.

070 (2019) **DECLARATION OF INTERESTS.**

All members had returned their Declaration of Acceptance of Office and Register of interests to the Clerk.

071 (2019) **CO-OPTION OF MEMBERS**

Mr Michael Benoy, Mr Ian Davis and Mr Xavier Riley had put themselves forward for co-option to the Council at this meeting. Cllr Henry Proposed that they be co-opted, Seconded by Cllr White, all in favour. Cllrs Benoy, Davis and Riley signed the Acceptance of Office and joined the meeting.

072 (2019) **ELECTION OF VICE CHAIRMAN**

Cllr Henry Proposed Cllr Davis for a period of three months, Seconded by Cllr White, with all in favour.

073 (2019) **MINUTES OF THE PARISH COUNCIL MEETING** held on 16<sup>th</sup> April 2019

Members resolved to approve the minutes as an accurate account of the meeting.

074 (2019) **ELECTION OF PLANNING COMMITTEE CHAIRMAN AND VICE CHAIRMAN**

Cllr Henry Proposed Cllr Davis as Chairman of the Committee, Seconded by Cllr White, all in favour. Election of the Vice Chairman was deferred to the Planning Committee meeting on the 21<sup>st</sup> May.

075(2019) **ADJOURNMENT:**

- a) Mr Shapland asked for details of what Shrimplin Brown would be asked to do and whether it took account of comments made over the last period by the Parish Council, Mr Garside, and members of the public. Cllr Benoy confirmed that all comments put to and by the Council had been forwarded to the

working group. There are elements of the Shrimplin Brown report that are not as clear as is needed and so it is intended to ask them for clarification.

- b) Mr Shapland pointed out that the housing allocation had been met and so there was no need to identify sites at present. Cllr Benoy said that it was possible that the housing allocation may be increased in the future.
- c) Mrs Allen was concerned that the steering group only intended to look at the Shrimplin Brown summaries but Cllr Benoy confirmed that the steering group would review all sites and that all concerns would be taken into account.
- d) Mrs Allen asked why the steering group intended to continue with site assessment work when the Neighbourhood plan would not make site allocations. Cllr Benoy said that the Neighbourhood Plan would be in existence for a number of years and it was not possible to guarantee that the Borough Council would not come back to Ewhurst and ask for further development. In his view, it made sense to make best use of work done so far.

#### 076(2019) **THE PLANNING COMMITTEE:**

The application for further houses at Backward Point will go the Eastern Area planning committee on the 12<sup>th</sup> June and the Parish Council will have an opportunity to speak.

The appeal against the refusal to allow the stables at Bookhurst grange has been dismissed.

The owners of the Bulls Head have appealed against the refusal for planning permission. This will be heard by written appeal.

#### 077 (2019) **RECEIPTS AND PAYMENTS** for April.

Members noted the list of receipts and payments.

Cllrs Mitchell and White were nominated as signatories for the Parish Council and also as members, together with the Clerk, of the newly formed Finance Committee.

#### 078 (2019) **APPOINTMENT OF INTERNAL AUDITOR FOR 2019/20**

Members agreed to re-appoint Peter Frost of Peter J Consultants as internal auditor for the financial year 2019/20.

#### 079 (2019) **REPORTS:**

*Val Dixon Henry – Planning:* covered by agenda item 076 (2019)

*Mike White – Community Buildings and liaison committee:*

- New curtains had been installed in the EYSC and the lights in the village hall had been fixed.
- There had been a problem with a water leak outside the hall, and the Parish Council will receive a refund from Thames Water for lost water, as the leak was their responsibility.
- A new fence had been erected at the school to disguise the dustbins.
- The basketball net at the recreation ground had fallen down and could not be repaired. A like for like replacement would cost £1552 for supply and fit, an improved version with a five a side goal addition would be £37342. It was agreed to investigate parish council reserves and whether this would attract funding before proceeding. **Agenda item :** June meeting. Cllrs Riley and White to discuss.

#### 080 (2019) **POLICIES AND PROCEDURES RECOMMENDED FOR RE-ADOPTION**

Members agreed to re-adopt the following:

- a) Standing orders – revised
- b) Financial Regulations
- c) Complaints Procedure
- d) Data protection policy
- e) Press and Media policy

#### 081 (2019) **REVIEW OF MEMBERSHIP OF EXTERNAL BODIES**

Members agreed to renew membership of the following bodies:

- a) SSALC (Surrey and Sussex Association of Local Councils)

- b) GACC (Gatwick Area Conservation Campaign)
- c) CPRE (Campaign for the Protection of Rural England)
- d) SPFA (Surrey Playing Fields Association)

**082 (2019) DATES, TIMES AND LOCATIONS OF PARISH COUNCIL MEETINGS**

Members agreed the following:

- a) Annual meeting: 3<sup>rd</sup> Monday in May (if not an election year)
- b) Ordinary meetings: 3<sup>rd</sup> Monday of each month except August and December. Members agreed that one meeting a year should be held at Ellens Green Memorial Hall, either in July or September.
- c) Annual Parish Meeting: between the 1<sup>st</sup> March and 31<sup>st</sup> May, date to be agreed.
- d) Planning meetings: 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month, subject to applications.

**083 (2019) PORTFOLIOS:**

Members agreed the allocation of the Council's portfolios:

- a) Finance: Cllrs Mitchell and White
- b) Planning: Cllr Davis
- c) Neighbourhood Plan: Cllr Benoy
- d) Highways and Airways: Mr Tom Fawcett will continue with the VAS
- e) Allotment, burial ground and recreation ground maintenance: the Clerk will take charge of these areas for the time being
- f) Community events and AEDs. Community events not allocated. The Clerk and Assistant Clerk will take responsibility for the AEDs.
- g) Glebe Committee: Cllrs Henry and White
- h) Communications and Technology: Cllrs Mitchell and Riley
- i) Parish buildings: Cllr White
- j) Environment, including public footpaths and bridleways: Cllr Riley
- k) Waverley update: Cllr Henry

**084 (2019) REVISED NEIGHBOURHOOD PLAN**

Cllr Benoy recommended that members agreed to further funding to re-engage Shrimplin Brown and James Garside and to oversee the production of the revised report. He clarified that the SEA report is currently faulty, as the site numbers do not match the site numbers in the HLAA.

Cllr Davis Proposed that members agreed to ring fence £1500 to re-engage the consultants, Seconded by Cllr Benoy, all in favour. The Clerk will confirm the amount of funding remaining.

**085 (2019) THE VILLAGE HALL PROJECT**

Cllr White confirmed that the draft proposal was to extend the hall at the back, in some way, to allow for separate dressing rooms for the Players and offices for the Playgroup. He undertook to draw up proposals prior to a site meeting.

**086 (2019) RICHARD CLEAVES MEMORIAL**

Deferred pending additional information

**087 (2019) BOARD OUTSIDE CHILDRENS PLAYGROUND**

Cllr White is currently carrying out restoration work on the board, which had deteriorated.

**088 (2019) EWHURST PLAYERS**

Members agreed to the Players request for additional use of the hall for summer workshops for children appearing in the winter production of 'Oliver', on the understanding that this agreement is for this request only and is not to be considered a precedent, and that the number of hours needed are clarified and do not affect other users of the hall. The Clerk will ask for sight of their public liability insurance.

**089 (2019) SURREY HILLS HIGHWAYS WORKING GROUP**

A meeting will be held on Thursday 13<sup>th</sup> June, 14.00 to 16.00, Hambledon Village Hall. Cllr Henry will represent the Parish Council.

090 (2019) **PARISH BUSINESS – items for general discussion**

- a) Members noted that there are still 3 vacancies on the Council, two of which will be subject to an election if the electorate requests.
- b) The Clerk will arrange for all members to use the Parish Council email address.
- c) Bowls Club: Cllr White advised that the P&P Glass quote for the double glazed windows was for £3618 including VAT. This item had been approved and budgeted for and was agreed.
- d) Members discussed the timetable for the Neighbourhood Plan, and noted that it is hoped to achieve a public meeting in July. Cllr Davis hoped that it would be possible to move to Regulation 14 very shortly.

091 (2019) **MATTERS FOR CONSIDERATION OF THE NEXT MEETING OF THE PARISH COUNCIL: 17<sup>th</sup> June**

- a) Richard Cleaves Memorial
- b) Basketball net
- c) Talk on Neighbourhood Plan
- d) Neighbourhood plan update
- e) Village hall project

092 (2019) **EXCLUSION OF MEMBERS OF THE PRESS AND PUBLIC**

Members resolved to exclude the press and public from the meeting by reason of the confidential nature of the business to be discussed: staff matters

The meeting closed at 10.02 pm.