

PUTTENHAM PARISH COUNCIL

Minutes of the Meeting of Puttenham Parish Council held in the Marwick Hall on  
Monday 11<sup>th</sup> January 2016

PRESENT: Mr J Green (Chairman) Mr G Johnson (SCC Councillor)  
Mr M Blundell-Jones (Vice Chairman) Mrs S Rowlands (Puttenham School)  
Mr P Adlam (Councillor) Mrs W Hazzard (Clerk)  
Mr D Williams (Councillor) Mr T Dingley (Resident)  
Mr D Baines (Resident) Mr N Warlow (Resident)

1. **APOLOGIES:** Mr R Griggs (Councillor) Mr T Rooth (Guildford Borough Council)

2. **MINUTES OF THE MEETING HELD ON MONDAY 2<sup>ND</sup> NOVEMBER 2015**

2.1 The minutes that had been circulated previously were confirmed and signed.

3. **MATTERS ARISING FROM THE MINUTES OF MONDAY 2<sup>ND</sup> NOVEMBER 2015**

3.1 No further information available regarding the community asset application for the camping barn. Clerk has asked Mr Rooth to chase

3.2 No further information regarding the footpath at Munday's Boro'. Mr Johnson asked clerk to give him details and he would speak to Mr Rooth

3.3 Grant Aid awarded for new climbing equipment, noticeboard, dog waste and litter bin for skate park

3.4 Planning 15/P/01329. 5 houses in Dark Lane – Approved  
15/P/01778 – The Old Forge, The Street. Rear roof extension, dormer and windows – Approved  
15/P/01689 – Little Rodsall, Suffield Lane. Certificate of Lawful Development for proposed use to establish whether the erection of a porch would constitute permitted development – Refused  
15/P/01803 - Variation of condition 8 of planning application 13/P/00090 approved to allow the ground floor of the building to be used as additional ancillary residential accommodation – Approved  
15/P/02019 – 4 Munday's Boro'. Proposed erection of porch, gate and fence at the front of the property - Approved

3.5 Legionella check done in December at football pavilion

3.6 More work has been done on the pond by the golf club

3.7 Trees at Puttenham Down still need to be checked

3.8 Footpaths have been cleared

3.9 The chairman had attended the remembrance day service in November

3.10 Grit still needs to be purchased

3.11 Noticeboard to be purchased

3.12 The defibrillator battery has been replaced

4. **REGISTRATION OF INTERESTS**

4.1 Mr J Green declared that he is related to Mr N Green who does work for the Council

5. **HEALTH & SAFETY**

5.1 See 3.5

5.2 Electrician has checked the lights at the pavilion. Awaiting result of his findings

5.3 Stress test has been completed on equipment in play area

6. **SCHOOL REPORT**

6.1 Mrs Rowlands reported on a parking incident in December whereby some school parents had parked irresponsibly by the church and had received parking tickets. She had written to the parish council regarding the possibility of double yellow lines being put on the bend by the church. Mr Johnson responded that this would not be permitted but there might be a possibility of a single white line. He suggested that the parish council and the school write to him regarding the parking issues that arise in this area. Mr Green said he could possibly put cones out on the morning of any events at school which could cause this issue again. He said he would also contact Mrs Whittaker who lives opposite the church to see if she would allow some parking signs to be put on her boundary wall.

Mrs Rowlands also reported that a member of staff is undertaking forest school training and once complete the school will contact Mr Green again regarding some space for the school to use

7. **BOROUGH & COUNTY COUNCIL REPORTS**

7.1 Mr Rooth (GBC) No Report

7.2 Mr Johnson (SCC) reported he has some funds left in his personal allocation if the parish council need assistance with anything and asked the clerk to send him details and he would then see what he could help with. The parish council could also apply on behalf of the school

7.3 Mr Green asked that the 40mph signs on the B3000 are cleaned. The road sign on the A31 slip road from Guildford needs repairing

## 8. NEIGHBOURHOOD PLAN

8.1 Mrs Hazzard reported there have been 2 meetings to discuss housing. There is a possible windfall site which would be a rural exception site. Mr Griggs, Mr Green and a representative from the golf club have attended a meeting at GBC regarding this site. Mr Griggs will report to the next neighbourhood plan meeting. John Hewitson from Puttenham & Wanborough Housing Society is attending the next meeting to discuss their possible involvement in affordable housing. The next meeting will also include traffic and parking

## 9. FINANCE

9.1 The clerk presented a statement of accounts showing the following balances

Cheque Account	7946.27
Deposit Account	10596.03
Puttenham Down Account	15625.60
Total	34167.90

9.2 The following payments had been made since the previous meeting

W Hazzard	149.49	Marwick Hall	60.00	E-Mango	576.00	Datacenta	210.00
N Green	300.00	W Hazzard	125.00	SE Water	73.12		

The following credits had been received since the previous meeting

Groundwork UK	2272.00	HMRC	1083.31	Football Payment	180.00
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9.3 The clerk presented the precept budget. A couple of amendments were made and was then agreed by those present

9.4 A payment of £1500 was made by Mrs Perkins from funds raised during the "Hogs Back Campaign". This will be added to the Puttenham Down account

9.5 Mr Blundell-Jones reported on the SSE work that had been carried out in the Jubilee field. The cost was not as much as originally planned, therefore a refund from SSE is required and is expected to be sent to the clerk.

## 10. PLANNING

10.1 15/T/00285 – 48 The Street. Reduce poplar tree and fell lylandi  
15/P/02357 – Rodsall Manor, Suffield Lane. Conversion of oast house to staff accommodation

10.2 The enforcement planning officer is investigating:

Lascombe Farm. 2 industrial units change of use to car dealership and cooking school  
Bumpers, Seale Lane. Without planning permission, operational development and erection of balcony

## 11. RECREATION GROUND & PLAY AREAS

11.1 Mr Blundell-Jones reported that the village bonfire had made a £10,000 and had given donations to various concerns in the village

## 12. PUTTENHAM DOWN

12.1 Nothing to report

## 13. WEBSITE

13.1 The website is now live. Mr Adlam thanked the clerk for all the work she had done. Some of the grant received for the neighbourhood plan has gone towards paying for the website. The clerk will update the website when required

## 14. CEMETERY

14.1 Mr N Green has tidied the cemetery and work will begin again in the Spring

14.2 A stress test has been carried out on the grave stones

## 15. TRAFFIC & FOOTPATHS

15.1 Nothing to report

## 16. YOUTH CLUB

16.1 Now has over 40 members. The club finished the year with a Christmas party which most members attended. The new term starts this week

## 17. CHAIRMAN'S NOTICES AND CORRESPONDENCE

17.1 Nothing to report

Meeting closed 9.30pm

Signed B J Green  
(Chairman)

7<sup>th</sup> March 2016