

## PUTTENHAM PARISH COUNCIL

Minutes of the Meeting of Puttenham Parish Council held in the Marwick Hall on  
Monday 7<sup>th</sup> September 2015

PRESENT: Mr J Green (Chairman) Mr G Johnson (SCC Councillor)  
Mr M Blundell-Jones (Vice Chairman) Mrs S Rowlands (Puttenham School)  
Mr R Griggs (Councillor) Mrs S Perkins (Resident)  
Mrs W Hazzard (Clerk) Mr T Dingley (Resident) arrived at 7.45pm  
Mr P Adlam (Councillor)

1. **APOLOGIES:** Mr T Rooth (GBC Councillor)

Mr D Williams (Councillor) not present

2. **MINUTES OF THE MEETING HELD ON MONDAY 6<sup>TH</sup> JULY 2015**

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

3. **MATTERS ARISING FROM THE MINUTES OF MONDAY 6<sup>TH</sup> JULY 2015**

3.1 Clerk had contacted GBC regarding the community asset application. No further information available

3.2 The GBC working party had completed foliage pruning and street cleaning as agreed in the past week

3.3 Tigden Farm planning application has been withdrawn

3.4 Fencing in Jubilee Field has been completed

3.5 Mr Green and Mr Adlam had visited residents regarding the planning application for 5 houses in Dark Lane. The parish council have written their concerns to GBC planning department

3.6 The planning enforcement cases are ongoing

3.7 Mrs Rowlands (Puttenham School) had agreed that their caretaker will carry out the legionella testing in the pavilion

3.8 Nothing to report on the trees at Puttenham Down

4. **REGISTRATION OF INTERESTS**

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

4.2 Mr R Griggs declared that he is related to someone who works for BDO, our external auditor

5. **HEALTH & SAFETY**

5.1 Mr Blundell-Jones gave the outcome of the recent ROSPA report. The report showed that the climbing net and fencing require attention. Mr Blundell-Jones informed the meeting that the whole play area is nearly 20 years old and will soon need replacing. Since the report the pine peelings have been replenished, the swing seats and spring chicken rocker have all been replaced

6. **BOROUGH & COUNTY COUNCIL REPORTS**

6.1 No report from Guildford Borough Council

6.2 Mr Adlam asked if it could be reported to GBC that the footpaths in Munday's Boro by the bungalows need attention. Clerk to contact Tony Rooth regarding health and safety

6.3 Mr Johnson (SCC) reported

- There had been 25 objections to the closure of the A31 gaps. The decision has been made to keep them open. Improved signage is now being looked at to make them safer
- There has been no change regarding the pedestrian refuge at The Harvester, the rumble strips in The Street or the slip road at the top of Puttenham Hill
- The meeting regarding New Pond Road bridge has been cancelled
- Gully in the layby on B3000 has been done

Mr Johnson also spoke about his campaign to have 20mph speed limits in all villages in his area. Mr Dingley said he would be willing to speak to residents and arrange for a petition in favour. Mrs Rowlands and the parish council would support.

7. **SCHOOL REPORT**

7.1 Mrs Rowlands gave her report

- The school currently have 2 spaces in Reception and 2 spaces in Year 2
- The roof project has been completed and gave thanks to the parish council for their support
- New projects for the future are to replace the toilets in Hedgehog Class and refurbish the outdoor storage cupboards (old toilet block)
- The school had helped towards the funding of the Marwick Hall kitchen refurbishment. Thanks was given to the Marwick Hall committee for all their hard work

8. **NEIGHBOURHOOD PLAN**

8.1 Committee meeting this week. 3 members of GBC planning and housing attending

9. **FINANCE**

9.1 The external audit had been completed. Everything was satisfactory and the notice of conclusion displayed. The auditor had commented on the amount of parish council reserves. They may require more information next year

9.2 After discussion it was agreed that Grant Aid would be applied for the following

- Rubbish Bin for Skate Park
- New play equipment
- Noticeboard
- Dog waste bin

It was also agreed that the money already awarded for the CCTV at Puttenham Down was not required

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

Cheque Account	1848.13
Deposit Account	10632.69
Puttenham Down Account	16285.60
Total	28766.42

9.4 The following payments had been made since the previous meeting

SE Water 70.65	ROSPA 195.60	SSE 5042.83	W Hazzard 125.00
Sutcliffe 147.84	N Green 200.00	SSE 169.19	J Green 90.22
Playdale 1006.80	Playsafe 2390.40	Surrey Hills 25.00	Election Costs 65.00
CPRE 36.00	W Hazzard 125.00	BDO 120.00	

The following credits had been received since the previous meeting

Donation for SSE work 2000 Bonfire Committee 1000 Grant Aid 481.00

## 10. PLANNING

10.1 15/P/01329. 5 Houses in Dark Lane. No objection, but letter has been sent with concerns

15/P/01461. Corner Cottage, Seale Lane. Replacement windows, enlarge current dormer, replace chimney and roof. No objection.

15/P/00987. Little Murtmead. Replacement windows – Approved

15/P/00972. Birdshanger, Suffield Lane. 3 Bay garage – Appeal dismissed

## 11. RECREATION GROUND

11.1 Mr Blundell-Jones reported the grass had required 2 extra cuts again this year. It was agreed to budget for 15 next year

11.2 Concern was raised about how the football club will be making their payments this season. Mr Blundell-Jones to contact.

## 12. PUTTENHAM DOWN

12.1 Mr Griggs reported

- Grass will be cut in the next couple of weeks and a litter pick of the area will be arranged once this is completed
- Unsure if tree survey has been carried out as Mr Williams not present at meeting

## 13. WEBSITE

13.1 The clerk explained that due to ill health there had not been much contact between herself and the website company. The councillors asked that she contact them again as the council now need to make the decision to either carry on or employ someone else to design the website

## 14. CEMETERY

14.1 Nothing to report

14.2 The clerk reported that the cemetery fees had not changed since 2011. It was agreed that they should be increased by 10% from 1<sup>st</sup> October

## 15. TRAFFIC & FOOTPATHS

15.1 Police parking notices distributed to councillors

## 16. YOUTH CLUB

16.1 Youth club re-opens Tuesday 15<sup>th</sup> September

## 17. CHAIRMAN'S NOTICES AND CORRESPONDENCE

17.1 An email had been received from Historic England who are compiling a "List of Buildings of Special Architectural or Historic Interest ('The List') as part of the centenary of the First World War". Clerk to contact to see what consequences would be regarding maintenance etc if the war memorial is included in this list

17.2 A police report was given (see attached)

17.3 It was agreed that the parish council would give Bob the postman a gift for his retirement

17.4 The pond by the golf club needs to have some work done on it

Meeting closed 9.50pm

Signed...B J Green  
Chairman

Date 2<sup>nd</sup> November 2015