

PUTTENHAM PARISH COUNCIL

Minutes of the Meeting of Puttenham Parish Council held in the Marwick Hall on Monday 2nd July 2018

PRESENT: Mr J Green (Chairman) Mr M Blundell-Jones (Councillor)
Mr R Griggs (Councillor) Mr P Adlam (Councillor)
Mr D Williams (Councillor) Mrs W Hazzard (Clerk)
Mr T Rooth (GBC Councillor) Mr M Furniss (SCC Councillor)
Mr R Fox (Resident)

1. **APOLOGIES:** Miss A De Filippis (School)

2. **MINUTES OF THE MEETING HELD ON MONDAY 30th APRIL 2018**

2.1 The minutes circulated prior to the meeting were agreed and signed

3. **MATTERS ARISING FROM THE MINUTES OF MONDAY 30th APRIL 2018**

3.1 The chairman is currently emptying the bins in the recreation area and is being deposited in his and the clerk's wheelie bins. Mr Furniss to see if he can make arrangements for GBC to empty them. The only bins being emptied by GBC are the dog waste bins

3.2 Mr Furniss responded to previous matters

- Reflectors at the pedestrian refuge – New post and road markings will be carried out this financial year
- Flooding at B3000 & Hook Lane – The ditch has been dug. More work to be carried out in August. Has been passed to flood team to monitor
- Cemetery guidelines – Have been sent to the clerk
- Pollution tubes – Are in place. Will confirm which lamp posts they are on.

3.3 The chairman reported that a local fencing company can provide wood shavings. Awaiting sample.

3.4 The school's Silent Soldier was damaged on delivery, therefore will not be free standing.

3.5 Mr Williams had inspected the trees. No concerns were raised.

3.6 The clerk reported that the parish council are not required to have a Data Protection Officer. Mr Furniss confirmed that GBC are available to give advice if needed.

3.7 The clerk has renewed the insurance policy. The cover is now with BHIB Insurance.

3.8 The flanders poppies had not been as successful as the chairman had hoped.

4. **REGISTRATION OF INTERESTS**

4.1 Mr Green declared that he is related to Mr N Green who does work for the parish council.

5. **SCHOOL REPORT**

5.1 No report. In her absence Miss De Filippis had asked the clerk to raise her concern regarding dog excrement in School Lane. Mr Green said he would add it to the Village News. Mr Furniss to contact the dog warden for assistance.

6. **GUILDFORD BOROUGH & SURREY COUNTY COUNCILLOR REPORTS**

6.1 Mr Rooth (GBC) reported

- Wanborough Fields – Planning enforcements on some fences that have been erected. The Article 4 direction is likely to continue
- Litter picking and foliage cutting is due to take place on the Hogs Back
- Puttenham Barns – Meeting this week with GBC and Greenoak Housing Association

6.2 Mr Furniss (SCC) reported

- New Pond Road – Contractors on target for bridge to be reopened on Friday 13th July
- Hogs Back – Gully cleaning and repairs to road signs is due to take place towards end of the month

Mr Griggs reported to Mr Furniss that activity at Puttenham Down had now moved to west of car park which is SCC land

Mr Green mentioned to Mr Furniss that following the heavy rain a couple of months ago a resident had been flooded as the drains were blocked. Mr Furniss requested that the resident contact him

As GBC & SCC Councillors needed to leave the meeting the next agenda item was brought forward

7. **RECREATION**

7.1 Mr Blundell-Jones reported the following

- Adventure Playground – The final quote of £78,000 had been received to replace the playground. He understood that a grant could be applied for to supermarkets. The parish council currently have £20,750 towards the project

Mr Furniss said he would donate £1,000 from his funds. He will send the clerk the application form. He also suggested that the parish council apply for a concurrent grant and will also send the form for this.

- Football Field – There had been a meeting with the chairman of the football club explaining the costs of cutting the grass and maintaining the pavilion. Due to the resignation of Paul Atkinson the parish council are currently paying £80 per cut of the field by a local contractor on a temporary basis. Awaiting a quote from another contractor before the final decision is made.

Mr Richard Fox has been cutting the grass between the school and the play area as well as the skate park. It was agreed that he would continue with this and a rate of £10 per hour would be paid to him. He will liaise with Mr Green regarding the frequency.

- Jubilee Field – SSE had recently carried out some work in the field.
The clerk to contact contractor to cut a footpath round the edge of the field
The bonfire committee had received an offer of pallets, therefore they have already been delivered

8. HEALTH & SAFETY

8.1 The following were agreed to be noted

- No concerns after tree inspection
- Telegraph poles had been replaced in Jubilee Field
- The dog warden to be contacted regarding dog waste in School Lane

9. FINANCE

9.1 The annual governance and accountability return was currently with the external auditor

9.2 The clerk had decided to purchase an encrypted memory stick instead of a new laptop

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

Cheque account	4666.55
Deposit account	11487.96
Puttenham Down	13727.50
New Playground	20750.00
Total	50632.01

9.4 The following payments had been made since the previous meeting

J Green	554.95	A Bagley	175.00	BHIB Insurance	2314.00	N Green	255.00
W Hazzard	250.00	Hogs Back Paddock Services	294.00	Viking	128.15	SLCC	72.00
Marwick Hall	78.00	Mrs W Hazzard	250.00				

9.5 The following payments had been received since the previous meeting

Tennis Fees	80.00	Football Fees	60.00	J Gorrige & Sons	140.00
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10. PLANNING

10.1 Applications from previous meetings

18/P/00729 - Glen Eyre, Seale Lane. Second storey rear extension. Approved

18/P/00511 - 2 Cut Corner Cottages, Suffield Lane. Proposed two storey side extension to east elevation and changes to fenestration. No decision

10.2 New Applications

18/P/01091 – 2 Cut Corner Cottages, Suffield Lane. Certificate of Lawfulness to establish if a proposed single storey extension to rear of property is lawful.

18/P/01119 - Single storey oak farmed orangery extension to side.

10.3 Planning Enforcements

The Bumpers, Seale Lane - Without planning permission operational development consisting of the construction of a manège or riding arena – Ongoing.

Land on the north side of Seale Lane (Dark Lane) - Without planning permission alleged engineering operations to create a means of access to a highway - Ongoing

81 The Street - Without planning permission alleged operational development consisting of the erection of a fence

11. NEIGHBOURHOOD PLAN

11.1 Mr Griggs reported that the plan is on schedule for Spring 2019

11.2 A grant has been awarded for £4,250 towards cost of NP. The majority will go towards the consultants fees

12. PUTTENHAM DOWN

12.1 Nothing to report

13. TRAFFIC & FOOTPATHS

13.1 Mr Green had met with Bill Biddell regarding the hop fields. He is needing to restrict the areas where residents walk their dogs due to a disease that can affect hops.

14. **CEMETERY**

14.1 A payment has been received for a memorial inscription

15. **YOUTH CLUB**

15.1 A committee meeting is planned for tomorrow. The last session of this year will be on 17th July

16. **CORRESPONDENCE**

16.1 None

The meeting closed at 9.00pm

Signed.....
B J Green (Chairman)

3rd September 2018