

PUTTENHAM PARISH COUNCIL
Minutes of the Meeting of Puttenham Parish Council held in the Marwick Hall on
Monday 8th January 2018

PRESENT:	Mr J Green (Chairman)	Mr M Blundell-Jones (Councillor)
	Mr R Griggs (Councillor)	Mrs W Hazzard (Clerk)
	Mr P Adlam (Councillor)	Miss A De Filippis (School)
	Mr M Furniss (SCC & GBC Councillor)	1 x member of public

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

2. **MINUTES OF THE MEETING HELD ON MONDAY 6TH NOVEMBER 2017**

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

3. **MATTERS ARISING FROM THE MINUTES OF MONDAY 6TH NOVEMBER 2017**

3.1 A co-ordinator is required for the middle part of The Street. Mr Williams to contact Mr Pitt in regard to being the co-ordinator for Hook Lane.

3.2 Mr Rooth had informed the parish council that GBC only empty 2 dog waste bins. They will however empty all other bins for an annual cost of £300. It seems that as the parish council have replaced the litter bins this is the reason they are no longer emptied by GBC. Following discussion, it was agreed that the parish council will pay the fee required, monthly in arrears.

3.3 The reflectors at the pedestrian refuge have not yet been done despite the roadwork signs being put up in December. Mr Furniss informed the council that the job is due to be completed by the end of January.

3.4 The issue of sourcing wood shavings is ongoing. The chairman asked if anyone knew of a supplier to let him know.

3.5 Cemetery guidelines not received. Mr Furniss to chase

3.6 The pot holes in Munday's Boro' have been repaired

3.7 GBC planning dept are not keen on placing an article 4 on the fields off A31 at Wanborough. Agreed to remove from future agendas

3.8 The seats have been removed from the cemetery. JG to enquire at Villa & Hut re price of benches and fixings for the new ones. They will be purchased by the end of March.

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. **TRAFFIC & FOOTPATHS**

5.1 Mr Furniss informed the council that work to clear the flooding issue at the B3000/Hook Lane junction is due to be carried out. Mr Griggs explained that it is an ongoing issue and requires a lot of work

5.2 The Hogs Back layby has been cleared of litter and the hedgerow has been cut. This will be carried out every 3 months by Surrey CC Estates dept. New 'take your litter home' signs have been erected

5.3 The clerk had received an email from a resident regarding concerns of recent behaviour at the Tarn car park at Cuttmill. Clerk to forward email to Mr Furniss and Bill Biddell who is the owner of the land.

5.4 The pot hole in The Street has been reported

6. **HEALTH & SAFETY**

6.1 A tree on the top right hand side of the recreation field requires attention. Mr Green and Mr Williams to deal with

6.2 Mr Green reported that a memorial stone at the cemetery had been leaning, therefore he and Mr N Green had laid it flat. Mr N Green checks the memorial stones on a monthly basis

7. **SCHOOL REPORT**

7.1 ADF reported the following

- December had been a busy month with the Christmas Fair, Nativity plays and Christmas Church Service. She thanked all that had attended.
- Parents had raised the question of the car park in the bonfire field. Mr Blundell-Jones explained that the track at the rear of the school is repaired in the spring when the weather has improved. There are plans to have a village car park in the bonfire field. This is being included in the neighbourhood plan.

8. **GBC & SCC COUNCILLOR REPORTS**

8.1 GBC – No report

8.2 SCC – Mr Furniss had nothing to report other than items previously mentioned

9. **FINANCE**

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

Cheque account	5089.98
Deposit account	11476.62
Puttenham Down	13727.50
New Playground	20750.00
Total	51044.10

9.2 The following payments had been made since the previous meeting

Hogs Back Paddock Service 945.72 James Garside 2132.64 Poppy Appeal 20.00
Puttenham School 20.00 W Hazzard 200.00 P Adlam 30.00 E Mango 576.00 J Green 40.87
N Green 230.00 Marwick Hall 72.00 Groundwork UK 911.51 W Hazzard 200.00

9.3 The following payments had been received since the previous meeting

HMRC refund 931.98

9.4 The clerk presented the budget. Discussion took place regarding the following

- Recreation field grass cutting contract. As confirmation has not been received that the current contractor is not carrying on it was agreed to use the suggested budget.
- The football club was also raised. It was agreed that the current charges will continue but further discussion required at the end of the season.
- Parish precept to remain the same for 2018-2019

The budget was then approved by all those present.

9.5 The clerk had received a letter from SSE regarding the electricity supply contract in the Jubilee Field. Mr Blundell-Jones to deal with.

9.6 The clerk will not be included in the automatic pension scheme. The chairman to write and explain the reasons.

9.7 The councillors reviewed the clerk's salary and agreed to a £50.00 per month increase effective from January 1st 2018

10. **PLANNING**

10.1 Applications from previous meeting

17/T/00225 – 79 The Street. Yew (T1) - crown reduce up to 1.5 metres all over to leave a finished height of 6 metres and a crown diameter of 3.5 metres. – Approved

17/T/00255 – 93 The Street. Cherry Cottage, 93 The Street. T1 Magnolia - Crown reduce by 2 metres all round to suitable growth point – Approved

17/P/01396 – Murtmoor Cottage – Erection of a single detached replacement dwelling with associated carport and landscaping, following the demolition of the existing building had been refused and the owner has appealed. The clerk had received an email from the owner stating his disappointment in the parish council's objection. The clerk had responded accordingly.

10.2 New applications

17/T/00303 – 50-52 The Street. Application for works to Yew Tree (T1) - reduce the height by a third and lateral reduction to bring into balance, and fell Silver Birch (T2) (Puttenham Conservation Area). No objection

10.3 Planning enforcements

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

Puttenham Hill House, Puttenham Hill - Without planning permission operational development consisting of flood lighting

11. **RECREATION GROUND AND PLAY AREAS**

11.1 The clerk informed the parish council that the school were using the tennis court on a Friday morning for this half term for free tennis sessions.

11.2 Mr Blundell-Jones reported that the Puttenham Bonfire had donated £1250 towards the new playground project. They had also given donations to Puttenham Youth Club, Puttenham School, Puttenham PSA, Puttenham & Wanborough Community Group, Puttenham & Wanborough History Society and Wanborough Village Hall. This year they had also been able to donate to Chase, No 5 Homeless shelter and Simons Trust charities as well as Guildford Food Bank.

The bonfire committee had asked if it was possible to have a space in the Jubilee Field or the recreation ground for a container to store their equipment. The parish council do not object but suggest that Mr Blundell-Jones contacts GBC planning dept for advice.

11.3 The clerk had received an email from the football club regarding the showers. It was agreed to arrange for Chedd plumbers to come and see if it was a plumbing issue or an electrical fault.

11.4 Mr Green reported that the youth club had requested a new basketball net for the hard surface by the pavilion. All present agreed that the parish council will fund the purchase.

12. **NEIGHBOURHOOD PLAN**

12.1 Mr Griggs reported

- The draft reports will be completed at this week's meeting and will be given to the councillors for their comments at the next parish council meeting
- Mr Rooth had been updated on the housing section of the plan
- A meeting had been held with GBC and Greenoak Housing Association regarding the camping barn. GBC are very keen to dispose of the barns possibly by 2020 as this is when the camping barn lease is due for renewal. The neighbourhood plan would show the camping barn to remain and the remainder to be used for affordable housing.

13. **PUTTENHAM DOWN**

13.1 Mr Griggs said there is nothing to report except the trees need to be inspected. Mr Green and Mr Williams to arrange.

14. **CEMETERY**

14.1 See items 3.8 and 6.2

15. **YOUTH CLUB**

2017 had ended with a Christmas party and sessions start again this week

16. **CORRESPONDENCE**

17.1 None

Meeting closed 9.30pm

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

5th March 2018