

**Minutes of a Meeting of Puttenham Parish Council held on  
on Monday 1 November 2021, commencing at 1930 hours.**

**Present:**

Councillor M Blundell Jones  
Councillor P Adlam  
Councillor L Hirst  
Councillor W Yule

Chairman  
Vice Chairman

1 Member of the public was present.

<b>1</b>	<b>OPEN FORUM FOR MEMBERS OF THE PUBLIC</b>
<b>a</b>	<u>Members of the Public</u> No issues were raised under this agenda heading.
<b>b</b>	<u>SCC Councillor</u> In the absence of Cllr Furniss, no report was received
<b>c</b>	<u>GBC Councillor</u> In the absence of Cllr Rooth, no report was received. However, the Chairman observed that no progress had been made on the issue of Enforcement action related to Little Close, School Lane. It was also observed that the footpath on Mondays Boro Road was badly overgrown
<b>d</b>	<u>Head Puttenham School</u> Members were pleased to receive, in her absence, a written report from the Head of School, which advised that she had little to report but that she had not yet had sight of the "Traffic Survey" conducted by SCC.
<b>2</b>	<b>APOLOGIES FOR ABSENCE</b> Apologies for non attendance were received and accepted in respect of Cllr Perowne, Cllr Rooth, GBC. and Head of Puttenham School.
<b>3</b>	<b>DECLARATION OF PECUNIARY INTERESTS</b> No Member declared any pecuniary Interest in any agenda item.
<b>4</b>	<b>MINUTES OF THE MEETING HELD ON 6 SEPTEMBER 2021</b> Members <b>RESOLVED</b> that the minutes of the meeting held on 6 Sep 21 were a true record and they were duly signed by the Chairman.
<b>5</b>	<b>MATTERS ARISING</b> All "Matters Arising" are featured as agenda items
<b>6</b>	<b>HEALTH AND SAFETY</b> The Chairman advised that the new defibrillator had been installed in the pavilion.
<b>7</b>	<b>CEMETERY AND WAR MEMORIAL</b>
<b>a</b>	<u>Cleaning Party</u> Cllr Yule advised that a Working Party is to assemble at the Memorial on Sat

<p><b>b</b></p>	<p>13 Nov 21 to spring clean the area.  <u>Renovation</u>  The Chairman advised that he had obtained a quote for the complete renovation of the Memorial at a cost of £23,000.00  Members <b>RESOLVED</b> that an application should be submitted to the War Memorial Trust to ascertain what financial contribution they are prepared to make towards the cost.  Members further <b>RESOLVED</b> that £100.00 be spent to provide flowers for the Memorial for the 14 Nov 21 Remembrance Sunday.</p>
<p><b>8</b> <b>a</b> <b>b</b></p>	<p><b>TRAFFIC AND FOOTPATHS</b>  <u>Bus Shelter</u>  Members noted that the shelter roof needed repair and the Clerk was asked to obtain a quote for the work.  <u>The Street – Hedgerows</u>  It was noted that the hedgerows at the end of the Street are overgrown and that a number of sign posts required replacement which is to be brought of the attention of Cllr Furniss.</p>
<p><b>9</b></p>	<p><b>PLANNING</b>  Members noted and <b>RESOLVED</b> to approve the comment’s submitted on Planning Applications since the last meeting</p>
<p><b>10</b> <b>a</b> <b>c</b> <b>d</b></p>	<p><b>FINANCE</b>  <u>Invoices Paid</u>  Members noted and <b>RESOLVED</b> to approve the invoices paid since the last meeting.  <u>Extremal Audit Report – 2020 – 2021</u>  Members noted and <b>RESOLVED</b> to approve the External Audit report for the year ending 31 Mar 21.  <u>Income and Expenditure 1 Apr – 30 Sep21</u>  Members noted the Income and Expenditure for the period 1 Apr to 30 Sep 21 and <b>RESOLVED</b> to approve the same.  <u>Precept 1 Apr 21 – 31 Mar 22</u>  Members noted and debated the Draft Precept for the year ending 31 Mar 22 and <b>RESOLVED</b> to set the Precept at £14,000.00 for the year ending 31 Mar 23.</p>
<p><b>11</b></p>	<p><b>WEBSITE</b>  Cllr Perowne, in her absence reported by email, that the website is fully up to date with all official documents published on the site including the agenda for the current meeting.</p>
<p><b>12</b></p>	<p><b>PUTTENHAM DOWN</b>  The Chairman reported that the grass has been cut regularly and it is intended, in the Spring, to plant more fruit trees and that the trees suffering from Ash Dieback will be felled soon.</p>
<p><b>13</b></p>	<p><b>RECEATION GROUND AND PLAY AREAS</b>  Cllr Yule advised Members of the results of the survey regarding additional facilities in the playground area and Members <b>RESOLVED</b> that the results should be distributed in the form of a pie chart.</p>

<b>14</b>	<b>YOUTH CLUB</b> Cllr Adlam reported that the Youth Cub was going well with attendance at meetings averaging 18/19 per meeting.
<b>15</b>	<b>CORRESPONDENCE</b> Members noted the consultation document issued by HM Government (DEFRA) on cemeteries and the size of burial plots and <b>RESOLVED</b> that Puttenham Cemetery was too small to be affected by the draft that the Council should not therefore submit any comments on the consultation document.
<b>16</b>	<b>COMPUTERISATION OF BURIAL RECORDS</b> The Clerk reported that a quote had been received for the computerisation of the burial records at a cost of £1490.00 and that he had submitted a Grant Aid bid to GBC for 50% of the cost. Members <b>RESOLVED</b> to go ahead with the project in the next financial year.
<b>17</b>	<b>GBC CROWD FUNDING INITIATIVE</b> Members noted the contents of the GBC proposal and <b>RESOLVED</b> that at this time they did not wish to submit any bids for funding.
<b>18</b>	<b>HM QUEEN ELIZABETH THE SECOND – PLATINUM JUBILEE</b> Members <b>RESOLVED</b> that debate on the matter should be referred to the next meeting.
<b>19</b>	<b>SURREY TRANSPORT PLAN</b> Members <b>RESOLVED</b> that SCC should be asked to consider, in view of the increased number of small children in the Village, to include Puttenham Village on School Bus routes.
<b>20</b>	<b>MEETING DATES - 2022</b> Members <b>RESOLVED</b> that Puttenham Parish Council meetings should be held in 2022 on; 10 Jan 22, 7 Mar 22, 9 May 21 (To include AGM) .4 Jul 22, 5 Sep 22 and 7 Nov 22.
<b>21</b>	<b>ADJOURNMENT FOR PUBLIC DEBATE</b> No issues were raised under this agenda heading,
<b>22</b>	<b>DATE OF NEXT MEETING</b> The next meeting is scheduled to be held on 10 Jan 22.