Members of Nutfield Parish Council are summoned to attend the meeting to be held on Wednesday 4th December 2019 at 7:30pm at the Nutfield Village Hall, Mid Street, Nutfield, Surrey, RH1 4JJ. PUBLIC AND PRESS ARE WELCOME TO ATTEND

Signed: Nicky Chiswick, Clerk to Nutfield Parish Council, 29th November 2019

AGENDA

1. **The Chair to open the meeting.**

2. **Councillor Apologies For Absence.**

3. **Code Of Members’ Conduct**
   - To receive disclosure of any changes to Councillor’s Notification of Disclosable Pecuniary & Other Interests Forms and to receive disclosure by Councillors of any Disclosable Pecuniary Interests and/or other interests arising under the Code of Conduct in respect of any items on the agenda.

4. **Public Session (a maximum of 20 minutes)**

5. **Report from County & District Councillors (a maximum of 10 minutes)**

6. **Acceptance Of Last Minutes**
   - To approve and sign the minutes of the meeting held on 6th November 2019

7. **Planning Applications**
   - To discuss and review (including any expenditure) the 6 planning application notified by Tandridge District Council (TDC) since the Parish Council’s last meeting:
     - 2019/1805 Kentwyns Lodge. New single storey rear orangery type extension
     - 2019/1957 40 Trindles Road, South Nutfield RH1 4JN. Single storey rear extension
     - 2019/1524 2 The Paddocks, Crab Hill Lane, South Nutfield RH1 5PG. The use of land for the stationing of caravans for residential purposes for one no. Gypsy pitch, together with the formation of hardstanding and utility/day room ancillary to that use.
     - Clerk to advise that the NPC response has been sent as per November meeting discussion and confirm the cost of the work was within budget agreed at November meeting
     - 2019/1981 Priory Farm, Sandy Lane, South Nutfield RH1 4EJ. Use of land as a wedding venue for less than 28-days per annum (Application for a Certificate of Lawful Development for a Proposed Development)
     - 2019/1993 Brookside Cottage, Crab Hill Lane, South Nutfield RH1 5PG. Erection of a two storey rear/single storey side extension.
<table>
<thead>
<tr>
<th>2019/2053 2 Hunters Gate, Nutfield RH1 4HT</th>
<th>Single storey rear extension and porch to front involving demolition of existing conservatory</th>
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<tbody>
<tr>
<td></td>
<td>• JJ Franks pending planning application meeting request</td>
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<td>• Update on Nutfield Green Park to new councillors</td>
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<td>• Brownfield Land Register</td>
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8. **Reports From The Clerk** including highways and employment matters.  
   To include, where appropriate, discussions and agreement of the next steps and expenditure in respect of:  
   1. Memorial Hall Correspondence (if necessary)  
   2. Internal half audit feedback and actions  
   3. Policies  
   4. Business Plan  
   5. Consultation on admission arrangements for Surrey’s community and voluntary controlled schools for 2021 feedback from November meeting from Cllr Duggan  
   6. Other correspondence

9. **Local Transport**  
   Councillors to discuss issues (including any consultations) relating to local transport, including airports, and agree a course of action and, if appropriate, any related expenditure.  
   - Public Redhill Aerodrome meeting

10. **Finance**  
    1. Clerk to provide details of the NPC bank balances including CIL summary and Bank Reconciliation.  
    2. Present Cemetery income/expenditure to date  
    3. Direct Debit annual approval  
    4. NatWest signatory approval for Cllr Dugan, Cllr Reeve and Cllr Earl  
    5. Councillors to discuss and, if appropriate, agree the Council’s budget and precept for 2020/21.

11. **Police Update**  
    - Next meeting date (20th January 2019 @ 10am)  
    - CCTV update and next steps.  
    - Bridge signage on Bower Hill Lane

12. **Standing Order Policy**  
    To review and discuss the proposed updated Standing Orders as based on the NALC (National Association of Local Councils)

13. **VE Celebrations**  
    Update on VE Celebrations

14. **Grant Applications**  
    Councillors to consider any applications received and, if appropriate, approve donation(s).  
    - 2 Grants received  
    - Thank you received from Us in a Bus

15. **Working Groups**  
    Councillors to review and discuss the reports from each Working Group and, where appropriate, to agree actions.  
    - Communications – 365 Back up discussion and approval of spend if necessary  
    - Highways – Update on the Highways Working Group report, discuss findings and agree expenditure on proposals where necessary  
    - Discuss resignation of Highways administrator.  
    - Finance – Lloyds fee 6 monthly money move (taking from NatWest Current Account to CIL Lloyds Account). £45 every 6 months. Advise of complaint letter that has been sent as per November meeting.
- Cemetery – Update on the Cemetery Working Group report, discuss findings and agree expenditure on proposals where necessary.
  To also include:
  a. Cemetery Electrical supply update

**16. Groundworks, land and tree management (including cemeteries, allotments, jubilee fields and ‘village green’)**
- To review and, if appropriate, approve expenditure.
  a. Jubilee Fields Tree proposal
  b. Jubilee Field feasibility survey discussion
  c. Village Green Tree
  d. Allotment Deer fencing
  e. Allotment Boundary Hedge – Discuss and agree expenditure for 2019 hedge cut including review and agree if necessary proposal for ongoing agreement with Boundary Hedge/Neighbour.
  f. Allotment – Winter cut back – Discuss, review proposal and agree expenditure

**17. Events (public) And Meetings Of Outside Bodies** (other than transport groups)
- Councillors to approve, as appropriate, attendees and any related expenditure in respect of events.

**18. Councillor Surgeries And Monthly News Article**
  a. Link monthly news article topics to be discussed and decided upon.

**19. Training** (and conferences).
- To consider and, if appropriate, agree participants and approve any related expenditure.

**20. Payment(s)**
- Council to, if appropriate, approve the list of payments (including any funded using Community Infrastructure Levy funds).

**21. Any other business the chairman is of the opinion should be considered at the meeting as a matter of urgency**

**22. Notification Of Business For Inclusion On The Next Agenda**
- Councillors to consider and nominate items for the agenda of the next meeting.

**23. Next Meeting Date(s)**
- To confirm the Councils next meeting on 8th January 2020. Nutfield Memorial Hall, High Street, Nutfield, Surrey, RH1 4HE

**24. Sub-section 2 – Public Bodies (Admissions to Meetings) Act 1960:**
- To include items that need consideration and/or a decision whilst excluding the public.
  One item