



# Chiddingfold Parish Council

The Banking House  
The Green  
Chiddingfold  
Surrey  
GU8 4TU

## CLERK'S REPORT - FOR SEPTEMBER PCM

### 1. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS

Clerk Items from previous Minutes:

JUNE: Mullard Memorial Bench Proposal (Bonfire Association) - WBC have confirmed that they have no objections. Proposed terms have been prepared and will be discussed with the Bonfire Association. ONGOING

### 2. CORRESPONDENCE

Summary of notable correspondence passed to Cllrs for consideration as received and not contained in a separate item:

- 06.07.20 Resident enquiry re. responsibility for trees on verge on Ridgley Road. Directed to SCC reporting service.
- 07.07.20 enquiry from the Village Cemetery re. obtaining a public waste bin, advised that a commercial contract was the most likely solution.
- 08.07.20 Community Orchard Project South East survey and presentation offer. Circulated and survey completed.
- 08.07.20 RHSS Grant Fund details. Circulated.
- 14.07.20 Notice of tree removal at entrance to the field behind Woodside Road (site 5).
- 16.07.20 Parent concern re. removal of Woolmer Hill School bus service. On agenda 24.07.20 and briefing sent out by clerk to councillors.
- 20.07.20 (and follow ups) Resident concern re. tree cutting on Coxcombe Lane. Reported to SCC as it was unclear who had undertaken the work and the tree was left in location in a potentially dangerous state. The tree was subsequently removed. Feed back given to resident.
- 21.07.20 – SLCC Surrey Branch invitation to Climate Change event. Circulated.
- request for new basketball nets.
- Resident report of overgrown hedge on Coxcombe Lane. Clerk reported to SCC and resident told how to report.
- Various - Resident raising speed reduction at High Street Green. Passed to Cllrs, enquiries to SCC and meeting arranged.
- Various - Resident correspondence on wildflowers – informing the agenda item.
- 05.08.20 APCAG AGM minutes forwarded to Cllrs.
- 26.08.20 – Resident concerns re. noise and activity at property which may be in breach of planning and licencing. Advice given re. reporting concerns to WBC and spoke with Planning Enforcement who will investigate and update.

### CONSULTATIONS

- 06.08.20 WBC Climate Emergency Action Plan (public consultation) – closes 16 October
- 07.08.20 WBC informal consultation on Street Trading Policy – closes 18 September
- 08.08.20 Government's White Paper, Planning for the Future – WBC sharing ahead of discussions – responses by 28 October

### 3. HIGHWAYS

#### Tree / Veg reports:

- Hedge on Coxcombe Lane (Glebe House) – SCC to action.
- Concerns about leaning tree at Junction Skinners Lane (corresponded with resident and SCC)

#### Roadworks

A number of SCC highways works were scheduled for July / August and these were circulated and shared on social media.

#### Offensive Graffiti – Road Sign

Reported to SCC and it was removed within 24 hours. This was commented about on social media and an update was posted to residents.

#### High Street Green – Traffic Calming

Following previous correspondence from Residents an update was received re. prospects of a survey by SCC on the basis of resident funding, but requiring the support of the PC. Information was sought by the Clerk from SCC and joint meeting on site is arranged for 8<sup>th</sup> September, which the Clerk will attend.

#### High Street Green – Verge Bollards

Arrangements have been made to replace missing bollards that protect the verge from parking. This will also support the wildflower initiative at this location (see separate briefing).

### 4. COXCOMBE LANE SEWAGE LEAK

On 20 July a substantial sewage leak occurred on the edge of The Green behind the pond. Shortly before 5pm sewage began to leak from the ground. I happened to be there as it started and reported it immediately to Southern Water and put out some warning cones with the assistance of councillors RU and SF who also made reports to Southern Water. I later also reported the matter to the Environment Agency.

That evening Southern attended and identified the issue was a break in the pressurised pipe from the pumping station, the station was switched off to stop the leak and pending repairs the waste water was taken away by tanker from the station. Work was prioritised and continued 24 hours.

Although the leak was from the sewage system, it had been partially processed and filtered and the risks posed were said to be low, and after exposure to sunlight, low enough not to require decontamination, though the site was to be washed down. There is not thought to have been any negative impact on the pond.

Repairs were completed on 24 July and shortly after the site was restored.

Updates were posted on social media to keep residents informed.

### 5. ALLOTMENTS

All plots were now tenanted, but a tenant has now indicated they wish to give up their plot. An issue was raised by the previous owner of Plot 15A re. their deposit, but they have yet to come back to me with requested details.

6. COXCOMBE LANE RECREATION GROUND

The basketball and netball courts were reopened on 20 July with additional signage reflective of government advice and the advice of the sports' governing bodies. An article on the re-opening was put on the website (and shared on social media) and submitted to the Parish Magazine. The residents that had written to directly were given an update on the council's decision-making and responded positively.

A request was been received for nets to be installed on the hoops and these have been ordered and installed.

Clerk is chasing WBC for clarification on documents relation to the lease of the site and tennis courts.

7. BINS

Following issues with overflowing bins, I fixed signs giving details on how to report full bins to WBC on the majority on bins around the Parish. It is hoped that this will become a familiar process for residents going forwards and mitigate the negative results of littering once bins become too full.

8. SCHOOL BUSES

Clerk has been in touch with residents, WBC, SCC and Stagecoach and prepared a briefing in relation to the matter of the withdrawal of the SCC concessionary bus service to Woolmer Hill School.

9. WILDFLOWERS

The clerk met with Fiona Hayes of Butterfly Conservation on 28 July to discuss how the wild flower area at Combe Common could be managed to support the rare Wood White Butterfly (see Agenda Item). Subsequently residents spotted the Wood White Butterfly in the Churchyard of St. Mary's – the first sighting in the village and very good news for the ongoing conservation effort. A short piece on the sighting was placed on the Website and social media.

10. WEBSITE

Considerable research into options for new website and email providers to fulfil the Accessibility requirements and provide a better user experience was undertaken, resulting in a proposal to Council (see Agenda Item).

11. MAINTENANCE

The council's regular contractor was instructed to repair / replace the 3 bollards on The Green as agreed by Council at the July meeting, this was completed on 28.07.20.

Instructions for the replacement of missing bollards at High Street Green have been given.

12. INSURANCE

This year's policy expires 30 September 2020. I have been exploring options since the start of July, updated the insurance asset register and had discussions with multiple brokers and insurers – see separate briefing and Agenda Item.

13. LORD LIEUTENANT'S OFFICE

I wrote to the Lieutenancy with recommendations of local groups to be acknowledged for their voluntary service in relation to covid-19 and had follow-up correspondence in support of the nominations. All three nominated groups received letters from the Lieutenancy. I was requested by GNS to provide a short introduction on the matter to the Parish Magazine and this was done.

14. ADDITIONAL MATTERS

Working with Nexus in relation to issues raised by WBC over Web Accessibility requirements and the Neighbourhood Plan documents.

- practical and contract arrangements for the locum RFO
- end of employment arrangements with the previous RFO
- ongoing investigations into issues in relation to the Petworth Road Recreation site
- reviewed Covid-19 guidance and other sector updates
- booked councillor training as requested
- met with Butterfly Conservation officer and AEM Contractors re. grass cutting sites

I have attended updating Data Protection training with SSALC.

*Lauren*

Lauren Blatherwick  
Clerk to Chiddingfold Parish Council

02 September 2020