



Chiddingfold Parish Council

CLERK'S REPORT - FOR DECEMBER PCM

1. DELEGATED DECISIONS

None

2. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS

Clerk Items from previous Minutes:

NOV: (5.01) Planning responses were sent to WBC.

NOV: (7.00) Letter to Chiddingfold Village Cemetery re. grants has been sent.

NOV: (9.00) Quote for works to phone box has been accepted once completed requests for community uses will be sought.

RFO Items (update awaited):

NOV: (6.02) Appointment of Internal Auditor

NOV: (7.00) Notify relevant parties of the award of Annual Revenue Grants for 2021/22

NOV: (8.00) To Amend the budget as resolved and circulate to councillors

NOV: (10.00) To report back the St. Mary's church re. in-year grant application award

3. CORRESPONDENCE

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

- Insurance update re. pavilion subsidence claim and third-party tree works, further update awaited.
- Request from Football club to permit drainage works at Coxcombe Recreation Ground and assist in the permissions needed. Further enquiries underway.
- Telephone enquiry from Lime Pictures who are filming a reality show at Sydenhurst. They would like to make a donation for community benefit. I asked them to email their request (not yet received) and suggested they may wish to consider the Village Hall as a local cause to support.
- Waverley Borough Council Planning Enforcement provided an update on Furnance Farm and the intention of the distillery business to relocate.
- Horticultural Society enquiry re. plant sale on The Green – The group confirmed that they understand the PLI requirement, they will revisit the matter in in the New Year when the covid situation is clearer.

- Invitation from Waverley Borough Council to a Town and Parish Council briefing on the Local Government Boundary Commission for England (LGBCE) – Boundary Review of Waverley Borough Council on 25 January 2021.
- Surrey County Council planning committee rejection of the planning application to explore for oil and gas at the Loxley Well site in Dunsfold.
- Your Fund Surrey applications, 2021 Census and Click-It Local Waverley (all to be shared once new website in place).
- Wildflower Group update on Pond area.
- Request for a Band to play on The Green on 19 December – The Chairman sought initial advice on the application procedure and I contacted Waverley and fed back. There was very little time for this to be brought on to the agenda, but the option was available for the matter to be considered if the paperwork could be brought forward in time.
- Pockford Road Tree – resident concern re. tree on council land (not dangerous). Resident has been spoken to and informed that a specific query will be raised in the next tree survey and the matter considered further thereafter.
- Resident complaint about water on the path between the Tennis Court and school – briefing note circulated and include on Agenda.

4. CONSULTATIONS (information is circulated to councillors on receipt and consultations are not brought forward for a resolution by Council / Committee unless a Councillor proposed them for inclusion on an agenda).

The Planning White Paper consultation was responded to in line with the October resolution.

- Chiddingfold draft Neighbourhood Plan Consultation – Regulation 16 is in process and closes 11 January 2021
- Waverley Borough Council - pre-submission Regulation 19 public consultation on Part 2 of our Local Plan 'Site Allocations and Development Management Policies' (LPP2) runs until 29 January 2021.
- Waverley Borough Council - Public Consultation on Taxi and Private Hire Vehicle Licensing Policy Review runs until 17 January 2021

5. HIGHWAYS

Roadworks

A number of SCC works have been scheduled for November and these were circulated and shared on social media. As have December A3 tunnel closures.

SCC have followed up on the Council's request last year to have key areas added to the footway gritting schedule, asking for proposed routes. I have provided maps of the areas the Council identified last year as priorities, to SCC and will update on any progress on getting added to the schedule. At present there is no scheduled footway gritting.

6. ALLOTMENTS

All plots that were contacted in relation to concerns about lack of cultivation have now responded, with 2 plot-holders not wishing the renew due.

Tenancies renewed at the end of November and all plot -holders that hadn't indicated they were not renewing were sent renewal paperwork. As per the Council's approved budget, an increase of 3% was applied to rents.

4 plots have relinquished at this renewal period, so far. A 5th may not renew and I have granted an extension of time for the plot-holder to decide as they are awaiting confirmation of a house move.

Some plots will require work before letting, but there is a waiting list of 6 and 3 existing plot-holders would like second plots, so it should be that all plots will be tenanted.

7. WEBSITE

I have set-up new email accounts for Councillors and have been able to migrate content over from the existing accounts. The formal request to JISC for change of host for the domain was sent on 4 December. Which, when effected, will transfer traffic to the new hosted site and emails.

Councillors, have been briefed on the new log-in arrangements.

The new website has been set-up, but there are a number of changes and additions to be made once it goes 'live' and there will be a transition period, but I am hoping to be fully complete by 11 December.

The Parish Council has now received an invoice for the web-hosting for the current and previous year, this was unexpected as charges were suspended informally some years ago when the Council agreed to act as a Beta site. At this time there has been no proposal to contest this invoice.

8. NEIGHBOURHOOD PLAN

The Regulation 16 consultation is now underway and residents and interested parties will be able to view and comment on the Plan and supporting documents for an eight-week period, until 11.59 pm on Monday 11 January 2021.

The document is available to view at www.waverley.gov.uk/ChiddingfoldNP.

9. VACANCIES

WBC have confirmed that no request for a by-election was received in the window to 9 November 2020 and so the vacancy occasioned by the resignation of Cllr Little should be filled by co-option.

The council currently has two casual vacancies and a new co-option window has been advertised, asking for applications by 29 January 2021.

10. LOCK DOWN

The period of National lockdown concluded 2 December and Surrey is now in Tier 2. Details of this and signposting to gov.uk resources have been shared on social media.

The guidance is still to work from home where possible and the NALC advice remains that council's should avoid facer-to-face meetings. Council was already meeting remotely and the Clerk working from home as far as possible and so there is little change in these aspects.

The sports courts have been reopened (and cleared of leaves), and can be used subject to the rules on social distancing relevant to Tier 2.

11. OTHER MATTERS

Social Media – Various notices of public interest have been shared on Facebook and the Nextdoor site, including the WBC LPP2 Consultation, the Chiddingfold NP Consultation, the SCC Q&A sessions with the Leader and Chief Exec and Covid-19 related messaging

Mobile Phone - The switch over of the Council mobile phone to the new Crown Commercial Services contract with O2 has completed. There was a period of no service as the phone needed to be unlocked from the previous network, but that is all resolved. The new contract is a considerable saving on the previous.

Remembrance – The Reverend of St. Mary's reported positively on this year's, restricted, Remembrance events and thanked the Council for its support with planning and public engagement.

Training - I attended the WBC interactive Winter Preparedness Session on 11 November.

Lauren

Lauren Blatherwick
Clerk to Chiddingfold Parish Council

04 December 2020