



# Chiddingfold Parish Council

The Banking House  
The Green  
Chiddingfold  
Surrey  
GU8 4TU

## CLERK'S REPORT - FOR OCTOBER 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 shared with the Bonfire Association, but the plan is currently on hold due to the fundraising limitations placed on the Bonfire Association due to Covid.

SEPT: Informed Village Hall of the decision to maintain existing appoints to the Committee until the next Annual Meeting of the Council.

SEPT: The changes to support the wildflower project have been communicated to Butterfly Conservation and the Residents Group and Butterfly Conservation are intending to strip turn on 13 October. I intend to produce a small piece to inform residents about this for the website and social media.

SEPT: I have sought advice from WBC and SSALC on the drone application. More information on the proposal will be sought. ONGOING

SEPT: Arrangements for insurers have been progressed as per the Council's decision.

SEPT: Arrangements for changes to banking arrangements have been progressed as per the Council's decision.

### 2. CORRESPONDENCE

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

- Bonfire Association request for permission to do work to public footpath and carry out litter pick. The Council is not the relevant landowner in relation to the footpath and advice has been offered. The litter pick is an Agenda item.
- CPRE petition to seek Natural England undertake a boundary review for the Surrey Hills AONB Boundary Review (circulated)
- POST OFFICE relocation. The Post Office have confirmed the relocation of the franchise from Pockford Road to Robert's Stores. The Council have given a comment to the Press.
- Witley Parish Council re. planned consultation on improvements to pedestrian and cycle access to Witley Station (feedback from councillors passed to Witley PC)

### CONSULTATIONS

- MHCLG request for a response to their survey on changes to the Right to Contest process (public land use). Received on 02.10.20 with a deadline of 09.10.20.

### 3. HIGHWAYS

#### Roadworks

A number of SCC highways works have been scheduled for September / October and these were circulated and shared on social media.

#### High Street Green – Traffic Calming

A meeting between SCC, residents and Parish Council took place on 8<sup>th</sup> September and notes have been circulated. A query has been raised re. potential use of s106 funds, but the issue of what might be appropriate for the site will need to be informed by an initial survey. Whether it is necessary that the survey be instructed by the Parish Council continues to be explored, ahead of hopefully having an update for the November meeting.

### 4. ALLOTMENTS

Two plots are in the process of being relinquished. A number of plots are not being suitably cultivated and letters have been sent to the relevant plot holders warning that improvement is required.

The previous owner of Plot 15A has still to respond to the request for information for return of their deposit.

### 5. COXCOMBE LANE RECREATION GROUND

New chain nets have been installed for the Basketball hoops.

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

### 6. WEBSITE

Arrangements are underway for the set-up of a new website as per Council's decision. The current site has been reviewed and a proposed structure for the new site drawn-up. I am in the process of reviewing the existing content and will look to archive the site and relevant content for the Council's records.

### 7. MAINTENANCE

Missing bollards were replaced at High Street Green.

### 8. INSURANCE

Arrangements with the new insurers for the 2020/21 policy period have been completed.

### 9. NEIGHBOURHOOD PLAN

I have worked with Nexus in relation to issues raised by WBC over Web Accessibility requirements and the Neighbourhood Plan documents. Accessible Word versions of the key documents, as agreed

with WBC, have been created. Nexus have provided the new versions to WBC and confirmation of Regulation 15 is awaited.

## 12. COVID

I have reviewed the recent legislation changes in relation to recording visitor details and displaying QR codes in public buildings and provided a briefing note to Council.

## OTHER MATTERS

A new co-option advert has been published with a window for applications until 17 November. Applications can come to the December meeting for consideration.

Trees – the process of getting quotes for the next inspection of Council trees (Jan / Feb 2020) is underway.

I am progressing a new contract for the Council's mobile phone, this would be via the Crown Commercial Services agreement with O2 and would offer a significant reduction on the current (still low cost) arrangements.

Disussions with the Rector of St. Mary's re. Remembrance Day arrangements and research re. advice from RBL, WBC and SCC on the same.

I attended the SSALC Clerks Networking Form 23.09.20

I reviewed the Wellers Law Group Newsletter for local councils.

*Lauren*

Lauren Blatherwick  
Clerk to Chiddingfold Parish Council

02 October 2020