

MINUTES OF THE PARISH COUNCIL MEETING  
HELD AT 7.00PM ON THURSDAY 17<sup>TH</sup> SEPTEMBER 2009  
IN THE COUNCIL CHAMBER, VILLAGE WAY, CRANLEIGH

During the first fifteen minutes of the meeting members of the public with a legitimate interest in the parish were able to ask questions relevant to the work of the council. There were no members of the public and one member of the press in attendance. The Clerk, Pauline Whitehead and the Assistant Clerk, Mrs Vivien Edwards was present.

Cllr BA Ellis \* (Chairman of the Council)  
Cllr BH Cheesman (Vice Chairman of the Council)  
Cllr B Arendell  
Cllr C Baily  
Cllr J Bainbridge\*  
Cllr Dr V Dawes\*  
Cllr Mrs JE Dodd\*  
Cllr Mrs P Ellis\*  
Cllr Mrs M Foryszewski  
Cllr D Gallacher\*  
Cllr Mrs R Hurlley\*  
Cllr K Reed\*

PRESENT\*

1. MINUTES OF THE PARISH COUNCIL MEETING HELD 16<sup>TH</sup> JULY 2009

The Minutes of the Parish Council Meeting held on 16<sup>th</sup> July 2009 were AGREED and signed by the Chairman as a true record.

2. APOLOGIES FOR ABSENCE.

The Council accepted apologies and reasons for absence from Cllr B Arendell, C Baily, Cllr B Cheesman and Cllr M Foryszewski.

The Council AGREED to accept apologies for Cllr C Baily for the next three months due to continued illness.

*The meeting was adjourned for ten minutes whilst Mark Lebus, the Chairman of the Cranleigh Initiative gave a brief presentation on the work being undertaken by the Cranleigh Initiative and answered questions.*

3. DECLARATIONS OF INTEREST

It was noted that any changes in member's interests should be notified to the Clerk so that appropriate action can be taken. There were two declarations of interest.

4. CHAIRMAN'S REPORT

The Chairman reported that the Surrey County Councillor for Cranleigh, Cllr Jonathan Lord, had given £2,000 of his Councillor allowance towards repair work on the wall surrounding the War Memorial in the High Street. The work commenced on 16<sup>th</sup> September. Cllr Lord had also given £1,000 to enable the Cranleigh and Semur en Auxois Twinning Association to update signs at the four main road entrances to Cranleigh.

The PCT are considering two proposals for Cranleigh's health care, development of the existing hospital site or the Cranleigh Village Hospital Trust's proposal for a new facility on the Paddock Field site on Knowle Lane. The PCT have issued a consultation document entitled 'Right team, right time: proposals for rehabilitation care in Guildford and Waverley' and followed this up with several presentations in the local area. CVHT held a public meeting at the Village Hall on 16<sup>th</sup> September which was attended by over 300 people and which outlined their proposals for Cranleigh.

The Chairman, Grounds Manger and Clerk met with Mr J Faulkner, the Chairman of Active Cranleigh, to discuss ways in which the group could work in partnership with the Parish Council in order to gain the best opportunity for sport in Cranleigh. The Chairman and Clerk had also met with the Co-ordinator of the Cranleigh Initiative to discuss the possibility of a 'Celebration of Youth' in 2010 as part of the Parish Council's commitment to young people within the community.

Having attended the NALC conference 'Putting People First' at the Royal College of Physicians in London, it was apparent that NALC were listening to the views of the County Associations before moving forward and taking any positive action. Electronic bulletins from NALC were being circulated to all councillors who agreed that it was useful to have this additional information.

In a presentation at the Waverley Borough Council Town and Parishes Meeting the General Manager of Waverley Community Transport explained that the Hoppa Service to the Royal Surrey County Hospital was in jeopardy as it was running at a significant loss. Currently Godalming Town Council give a £5,000 annual grant to the project, however, from statistical evidence it transpires that Godalming residents made only 33% of the total journeys, the remainder being made from the surrounding villages. The Waverley Community Transport General Manager asked for financial support from other Town and Parish Councils, however, the statistical evidence highlighted that Cranleigh and Ewhurst do not avail of this service, possibly because of the excellent local Community Car Service that exists.

Waverley Borough Council is exploring the possibility of working with their Town and Parish Councils along with neighbouring District Councils to enforce the provisions of the Clean Neighbourhoods and Environment Act 2005. This gives opportunities for Parish Councils to have their own trained officers to enforce control of littering, graffiti and fly posting and nuisance caused by dogs on public land.

The Waverley Borough Council Environment and Leisure Overview and Scrutiny Committee considered the Association of Train Operating Companies (ATOC) report 'Connecting Communities - Expanding Access to the Rail network' report at a recent meeting. This refers to a proposal by ATOC to consider reopening the railway line from Guildford to Cranleigh. ATOC will visit Waverley Borough Council to give a presentation in November.

The Chairman was delighted to witness the enjoyment of large numbers of the community on several visits to Snoxhall Play Park over the summer. He felt this was one of the most successful ventures entered into by the Parish Council and was delighted with the way in which the project was continuing to develop. There is now only one significant piece of equipment needed to complete the Play Park and as this has happened within one year of the project starting, it has dramatically exceeded the expectations that the project would take five years to complete.

5. QUESTIONS

There were no questions from members of the public living or working in the Parish.

6. MINUTES OF THE PLANNING COMMITTEE MEETINGS

The Vice Chairman of the Committee presented the Minutes of the Planning Committee Meetings held on 3<sup>rd</sup> August 2009, 24<sup>th</sup> August 2009 and 14<sup>th</sup> September 2009, these were RECEIVED. Following a question from one of the members, the Committee Vice Chairman outlined that there had been a huge breakthrough in the quest to stop Co-operative store lorries reversing in or out of their yard on the High Street and causing disruption to the flow of traffic. However, whilst lorries that undertake this are subject to a £1,000 fine, there still needs to be vigilance so that all incidents are reported to the enforcement officer at Waverley Borough Council, as lorries from other companies were now also causing issues.

7. FINANCIAL MATTERS

The final expenditure list for July 2009 of £24,858.41, August £28,927.00, and the expenditure list to September 17<sup>th</sup> 2009 for £34,171.87 was presented to the Council by the Vice Chairman of the Finance and General Purposes Committee and AGREED.

Members AGREED the Financial Report to 31<sup>st</sup> July 2009 and noted the explanations within the report along with the Earmarked Reserves and special bank accounts. The Vice Chairman of the Committee referred to an electronic mail circulated to all Members by the Chairman of Finance and reiterated his message that there needs to be continued effort to reduce costs wherever possible.

8. ANNUAL RETURN

Members AGREED a minor amendment to Section 2, box 9 Trust Funds in the Annual Return which should have read 'Not Applicable' rather than 'No'.

9. INTERNAL AUDITOR

Members confirmed Mark Mulberry as the Internal Auditor for the period 2009/10 and noted he will be undertaking an interim audit on 21<sup>st</sup> October 2009.

10. GRANT APPLICATION FROM CRANLEIGH INITIATIVE

Members considered a grant application by Cranleigh Initiative for £1,000 towards Christmas lights for Cranleigh. The Council in pursuance of the power conferred by Section 137 of the Local Government Act 1972 (as amended by the Local Government and Housing Act 1989), AGREED to incur expenditure of £1,000 in respect of Christmas lights, as in the opinion of the Council the expenditure is in the interests of its area or part of its area or in the interests of all or some of the inhabitants of that area and would benefit them.

11. SCAPT FEES

Members noted that the SCAPT fees for 2010/11 were scheduled to reduce by £157.28 for Cranleigh. Concern that there would be a huge impact should one of the larger town councils withdraw from SCAPTC, prompted the Management Committee to review their fees. By evening out the fees across the 77 strong membership, the smaller councils, who in reality probably use SCAPTC more regularly than their larger counterparts, pay marginally more than before but the longevity and quality of the service is made more secure.

12. ACTIVE CRANLEIGH

The Council AGREED that Cllr Mrs R Hurtley should be the Parish Council representative on Active Cranleigh and that Cllr K Reed should act as deputy. This is an observation role only.

13. TREES ON CHARTS CLOSE

Cllr Mrs J Dodd declared a personal interest in this item as a resident in the same road.

Members considered a request made by a resident on Charts Close to reduce the full crown of four ash trees by 25% and up to two oak trees by 15% to 20% on Parish Council land at the rear of two properties on Charts Close at no cost to the Council. Members AGREED the proposal subject to a satisfactory, supporting, verbal report from another tree expert confirming that the work will not cause unnecessary damage to the trees and subject to the appointed tree surgeon liaising with the Parish Council's Grounds Manager.

14. GREENING CAMPAIGN

Members endorsed the Greening Campaign for Cranleigh as they felt it was achievable and fully inclusive.

15. RED BT TELEPHONE BOXES IN CRANLEIGH

Members considered a letter dated 22<sup>nd</sup> August from British Telecommunications plc inviting the Parish Council to adopt five red telephone boxes in Cranleigh, situated at Smithwood Common, Avenue Road, Park Mead, Baynards and Barhatch Road. The cost to adopt the box would be £1, but this would be without the telephony service, and with ongoing maintenance. Currently only local authorities can adopt the boxes.

Members had received a letter of support for retaining the red telephone box at Baynards.

The Parish Council AGREED that they wished to see the full telephony service remain within the red kiosks at all sites except Smithwood Common. This was because they felt the service at Smithwood Common, serving so few houses and being screened from the road, was so infrequently used as to make it not viable.

Whilst the Parish Council did not wish to adopt any of the red telephone boxes at this stage, they were mindful that BT would possibly want to remove the service from all of the sites in time, therefore the Council invited suggestions from members of the community for usage for the red telephone boxes in the future. There was unanimous concern that a red telephone box without its telephony system may become subject to vandalism and antisocial activity.

16. VISIONING

At the July 2009 meeting the Parish Council agreed their vision statement “Cranleigh is, and will continue to be, a vibrant place in which to live, work and play”. Members AGREED that they wanted to promote strengthened partnerships, communication at all levels, managing the Council’s resources wisely and a sustainable community as their aims. They also AGREED the methods they would follow to achieve their goals. These were documented in a report sent with the agenda. The Clerk will work with SCAPTC to create a business plan which will form the basis for a Community Strategy which will come to the Parish Council in due course.

17. LITTER PICK

Members AGREED to hold their autumn litter pick on Saturday 31<sup>st</sup> October 2009. The usual meeting place is Snoxhall Fields at 9.30am followed by refreshments in the Chamber at 11am. The Parish Council provides litter pickers and black sacks.

18. POLICY REVIEWS

Members AGREED an amended Members Handbook index which indicated the review date of all of the items within the handbook, and a list of policies with an indication of when the policy was last reviewed and by whom. The wildflower policy, last reviewed in 2003 would be brought to the Council in due course.

Members AGREED a ‘proper document control – archiving policy’ subject to adding clarity by inserting voucher after ‘petty cash’; a first aid policy statement, fire instructions and a fire safety precautions policy, however, again for clarity it was agreed that within the fire instructions and a fire safety precautions policy it should be indicated that following discovery of a fire those involved should assemble away from the building at a designated assembly point.

19. RISK ASSESSMENTS

Members had access to the full health and safety risk assessments and were given a resume of the findings in a report sent with the agenda. Members noted the findings from the fire risk assessments and the health and safety risk assessments and noted the full documents were available. Members AGREED to act on the recommendations within the report.

20. RECREATION REPORT

Members noted the recreation report circulated with the agenda. This included an update on Snoxhall Play Park which has been shortlisted for the Waverley Design Awards 2009, information regarding the building work at Snoxhall Pavilion and a brief update on the success of the local cricket and football teams.

21. PARISH BUSINESS

The Finance and General Purposes Meeting has been moved from Tuesday 27<sup>th</sup> October to Wednesday 4<sup>th</sup> November 2009.

Cllr Mrs Ellis reported on an initiative instigated by a local resident to recycle bras. The bras will be collected from the Nanhurst site and hand sorted. The best quality bras will be sent to women in poorer countries and the rest will be recycled to raise funds for a Charity called Against Breast Cancer. The bright pink bra recycling banks have been installed in nine CRCs (Community Recycling Centres) across the County and the scheme is being operated by Surrey Waste Management and the Charity, Against Breast Cancer.

Cllr Mrs Ellis reported that at the recent Surrey County Council Local Committee in Waverley it became clear that a proposed lighting scheme for the road bridge over the canal on Elmbridge Road was not going ahead. This had been supported by the residents of Elmbridge Village and was a huge disappointment.

22. CORRESPONDENCE

The Parish Council RECEIVED the Correspondence list for August, Correspondence List A to 11<sup>th</sup> September 2009 and List B to 17<sup>th</sup> September 2009.

23. REPORTS

The Chairman advised all Councillors that Waverley Borough Council's list of meetings and Surrey County Council's Environmental Update were available on their respective websites.

24. EXCLUSION OF PRESS AND PUBLIC

**It was resolved that the Press & Public be excluded from the Meeting during items 25 and 26 in accordance with section 100A (2) and (4) of the L.G.A. 1972 and Standing Orders 55(c) and 55(d).**

**The Chairman closed the meeting at 9.20pm. The next meeting of the Parish Council will be on Thursday 15<sup>th</sup> October 2009 at 7pm.**