

HEADLEY PARISH COUNCIL

Minutes of the meeting held on Monday 26th March 2018

Present:

Cllr. David Preedy (Chairman)

Cllr. Jon Laverty

Cllr. Vivienne Williams

Cllr. Paul Furr

District Councillor Ladell

Clerk Tracy Hamer

1. APOLOGIES

Cllr. Jane Pickard

Cllr. Suzanne Lewis

Cllr. Erin Sheridan

2. DECLARATIONS OF INTEREST

Nil.

3. MINUTES OF LAST MEETING DATED 29th JANUARY 2018

Approval of the minutes of the meeting proposed by Cllr. Laverty and seconded by Cllr. Furr.

4. OPEN PUBLIC FORUM

No members of the public in attendance.

5. GDPR

Cllr. Preedy explained that it has been advised that neither the Clerk or a Parish Councillor should reprise the role of DPO. Therefore, an external company will be appointed who will take on the role in the same way the financial auditing is completed. Various companies have been recommended at an approximate cost of £150 per annum. To further comply with legislation, the HPC laptop will need to be encrypted by upgrading to Windows 10 Pro, at a one-off cost of £120. TH to action the above points as well as the GPDR policy document.

6. COMMUNITY LED HOUSING

Cllr. Preedy attended a meeting led by Louise Williams from Surrey Community Action who explained the background behind the potential to form a community led body to run cooperative housing. This could involve 10 houses at Dale View counting towards the affordable housing required by any future developer at Headley Court, with priority given to Headley residents and will go some way towards fulfilling the recognized housing need in the village.

Cllr. Furr expressed a concern about the diversity of new homes in the village and that any future housing needs to represent a balanced development.

Cllr. Williams recognised the need that any potential scheme needs to be driven with passion and any discussion regarding the future development at Headley Court needs to have input from local residents at all levels.

Cllr. Preedy suggested a two-phase survey to be distributed amongst the village, to ascertain views and feeling on what all residents see the future of Headley Court should be, and the effect this will have on the village.

7. REVIEW ASSET REGISTER AND FINANCIAL STANDING ORDERS

Asset Register – cost of netting to be updated. No further changes. Proposed by Cllr. Williams and seconded by Cllr. Lavery.

Financial Standing Orders – date of review to be updated. No further changes.

Proposed by Cllr. Preedy and seconded by Cllr. Lavery.

TH to action.

8. FINANCE

i) The Financial Statement was reviewed. Cllr. Preedy explained the general reserve will be approximately 59% at year ending 31st March 2018. There will also be a payment of approximately £600 for website hosting/maintenance but will be in new financial year.

ii) Cllr. Lavery reported that he had checked the reconciliation of the bank accounts dated 19th February 2018 on 19th March 2018.

Payments

The Clerk reported the following payments had been made since the last meeting:

Date	Cheque No.	Payee	Service	Amount
29/01/18	684	Headley Village Stores	HPC Meeting Refreshments	38.50
20/02/18	Direct Debit	Tracy Hamer	February Salary	336.80
20/02/18	Direct Debit	Tracy Hamer	March Salary	336.80

The Clerk requested approval for the following payments:

Date	Cheque No.	Payee	Service	Amount
26/03/18	685	Tracy Hamer	February/March Clerks Expenses	35.60
26/03/18	686	Surrey Playing Fields	Annual Membership	20.00
26/03/18	687	Surrey Community Action	Quarterly Payroll Fees	18.00

Approval for the above expenditure was agreed - proposed by Cllr. Preedy and seconded by Cllr. Lavery.

9. MAINTENANCE

i) Playground

Cllr. Furr reported that he has replaced the broken part on the quad rider.

ii) Footpaths

Cllr. Lavery to contact landowner regarding tree in Springfield which is partially blocking the adjacent footpath.

iii)Highways

Pebble Hill Junction – Cllr. Preedy reported that he has had no further responses following contact with the 3 associated County Councillors.

10. HEADLEY COURT

Refer to item 6.

11. CHURCH LANE NURSERY

Part 2 private meeting.

12. PLANNING

MO/2018/0291/PLAH - Old Court, The Drive, KT22 8QW - Alterations to windows and doors of existing detached outbuilding.

Decisions considered between meetings:

MO/2017/2224 PLAH - Webbs Farm, Church Lane, Headley KT18 6LZ - Erection of detached 3-bay garage following demolition of existing garages and shed.
APPROVED WITH CONDITIONS

MO/2017/2088 PCL - Park Cottage, Hurst Lane, Headley, KT18 6DY - Certificate of Lawfulness for the proposed development in respect of the erection of single storey rear and side extensions.
REFUSED

MO/2018/0034 - 2 Heath Farm Cottages, Church Lane, Headley, KT18 6LD - Certificate of Lawfulness for the existing use in respect of land rear of dwelling being used as a residential garden for a continuous period in excess of ten years.
REFUSED

MO/2018/0322/PLAH – Old Court, The Drive, KT22 8QW - Erection of replacement garage and store following demolition of existing garages and outbuildings.
WITHDRAWN

MO/2018/0151/CC - Old Court, The Drive, KT22 8QW - Variation of condition 2 of approved planning application MO/2017/1560 for erection of 1 No. 5 bed dwelling following demolition of the existing dwelling to allow development in accordance to new drawing No's AS588/405-Rev A, AS588/404-Rev A, AS588/400-Rev A, AS588/401-Rev A, SS02, SS03, SS01, AS588/403 Rev B, AS588/402-Rev A, AS588/407-Rev A and AS588/406-Rev A
APPROVED WITH CONDITIONS

MO/2018/0013 PLAH - Coppers, Tot Hill, Headley, KT18 6PY - Demolition of existing garage and erection of two storey side extension.
APPROVED WITH CONDITIONS

9. OTHER PARISH COUNCIL ACTIVITIES

Next litter pick – Sunday 22nd April, 10.30am. Cllr. Williams reported that a risk review was now required. The event has also been registered with Earth Day.

10. CONSULTATIONS

None to be discussed.

11. QUESTIONS FROM PARISH COUNCILLORS

None.

All those present requested that it be formally recorded that their condolences go to Cllr. Sheridan following the recent loss of her husband.

The meeting closed at 9.30pm.

The next meeting will be held on Monday 21st May 2018 at 7:30pm in the Village Hall

Signed.....Chairman

Dated.....

