



+ **EWHURST PARISH COUNCIL**
WITH **ELLENS GREEN**

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EWHURST PARISH COUNCIL WITH ELLENS GREEN PARISH COUNCIL MEETING.

Minutes of the **Annual Meeting** of the Parish Council held at
8.00 pm on **Monday 20th May 2024** at the EYSC

Present: Cllr N Clowes (in the chair), Cllrs J Bloomfield, T Bloomfield, J Lilley, V Henry, M Higgins, J Mitchell.

In attendance: The Clerk, Mrs J Cadman

058 (2024) **ELECTION OF CHAIRMAN:** Cllr Clowes, Proposed by Cllr Bloomfield, Seconded by Cllr Mitchell, all in favour.

059 (2024) **PUBLIC SESSION *Adjournment:*** *an opportunity for members of the public who live or work in the parish to ask questions relevant to the work of the Council. The Council meeting will recommence immediately following the Public Session or at 8.20.*

No members of the public were present.

060 (2024) **APOLOGIES FOR ABSENCE.:** were received from Cllr Tingley

061 (2024) **DECLARATIONS OF INTEREST:** none were made.

062 (2024) **ELECTION OF VICE CHAIRMAN** Cllr Henry Proposed by Cllr Clowes,, Seconded by Cllr T Bloomfield, all in favour.

063 (2024) **MINUTES OF PARISH COUNCIL MEETING HELD 15th April 2024:** were agreed as a correct record of the meeting and signed by the Chairman.

064 (2024) **ACTION LIST**

Date of meeting	Minute no	Action	responsibility
Feb 24	027d	Refurbishments to memorial in rec	Clerk On agenda
Feb 24	027g	Damaged memorial bench - investigate repairs	JB/Clerk Cllr Bloomfield had contacted Roser Elms, who had not got back to him. Cllr Bloomfield will assess repairs and will also ask village handyman
Mar 24	033	Glebe Lease	JM/MH Discussed here but recorded under agenda item
April 24	049	CIL monies – quotes for car parks and potholes	TB Received and will be circulated. The Clerk to advise re financial regulations
April 24	049	Cemetery – advice on planting	Clerk Deferred to June meeting
April 24	050	NP – meeting with WBC	NC/TB/MH/Clerk To take place on the 23 rd May

065 (2024) **MATTERS ARISING not covered by the Action List**
045 (2024) *refurbishment to War Memorial on recreation ground:* The Clerk advised that the plinth and base will be cleaned in the next few days by the village caretaker. She had been unsuccessful in finding anyone to refurbish the plaques. It was **agreed** that she will clean the plaques so that the memorial is ready for the 6th June, and then work will be undertaken to replace the plaques in time for the 80th anniversary of the end of WWII in 2025.

066 (2024) **ELECTION OF PLANNING COMMITTEE CHAIRMAN:** Cllr Henry, Proposed by Cllr Clowes, Seconded by Cllr Lilley, all in favour

067 (2024) **POLICIES AND PROCEDURES RECOMMENDED FOR RE-ADOPTION**

Standing Orders
Financial Regulations
Complaints Procedure
Data Protection Policy
Press and Media Policy
Financial risk assessment

Members approved the adoption of all policies and procedures, Proposed by Cllr Clowes, Seconded by Cllr Henry, all in favour

068 (2024) **REVIEW OF MEMBERSHIP OF EXTERNAL BODIES**

SALC (Surrey Association of Local Councils): Cllr Clowes
GACC (Gatwick Area Conservation Campaign): Cllr J Bloomfield
CPRE (Campaign for the Protection of Rural England) Cllr Tingley
Weinerberger (Ewhurst Brickworks): Cllr White

069 (2024) **DATES OF FUTURE PARISH COUNCIL MEETINGS**

- a) *Annual Council Meeting:* 3rd Monday in May
- b) *Ordinary Meetings:* 3rd Monday of each month, 8pm, excepting August and December, 8pm.
- c) *Annual Parish Meeting:* between the 1st March and 30th May.
- d) *Planning meetings:* 3rd Monday of each month, 7.15pm.

Members approved all these dates.

070 (2024) **PORTFOLIOS**

- a) Finance: Cllrs T Bloomfield and N Clowes
- b) Legal: Cllrs Higgins and Mitchell
- c) Planning: Cllr Henry
- d) Neighbourhood Plan: Cllrs T Bloomfield, Clowes and Higgins
- e) Community Infrastructure Levy: Cllrs T Bloomfield, Clowes and Higgins
- f) Highways: Cllrs T Bloomfield and the Clerk
- g) Community events: Cllrs Lilley and Tingley
- h) Communications: Cllrs Clowes, Higgins and Mitchell
- i) Parish Buildings: Cllr White
- j) Environment: Cllr J Bloomfield
- k) Waverley Update: Cllr Higgins

It was noted that Cllr T Bloomfield will continue to take responsibility for the tennis courts

071 (2024) **THE PLANNING COMMITTEE :**

Minutes of planning meeting held 15th April: Approved.

072 (2024) **FINANCIAL REPORT:**

- a) *i.* final statement for the financial year 1/4/23 to 31/3/24 : noted and approved.
ii. expenditure for April 2024: members noted and approved the expenditure of £8313.83 for the period.
- b) **Appointment of Internal auditor for 2024/25:** members ratified the appointment of Mulberry and Co as internal auditors for the year 2024/25
- c) **Internal audit and timetable:** The Clerk advised that the internal audit will be carried out by Mulberry and Co on the 3rd June. Accounts and all relevant documents will then be available for inspection by residents, while the external audit is progressed.

073 (2024) **GLEBE: Heads of Terms:**

These had been agreed at the previous meeting and have been sent to WBC for comment. The next action will be for Cllrs Higgins and Mitchell to meet with WBC.

074 (2024) **CIL:**

- a) Notes from meeting held 16th May: noted.
- b) Summary of feedback to date from CIL questionnaire

Cllr Clowes advised that the working group had been through all the responses to date, as indicated in the meeting notes, and he took members through the responses and the working group's reasons for accepting or rejecting them.. Some discussion took place regarding the following:

- Not to proceed further with re-surfacing the basketball area, as this is already in good condition.
- Solar lights around car parks: Cllr T Bloomfield to discuss with contractors.
- SIDs: before this can be progressed, will need the support of SCC. Cllr T Bloomfield has drafted a letter to SCC and this will be sent.
- Cost repair of verges at Bostocks Close
- Cost the purchase of a beacon.
- Look at how the EYSC kitchen can be improved. Get rid of the football table, which has no use in this community room now.

Members agreed an expenditure of up to £1,000 to investigate the feasibility and obtain costings for the proposals on the table. Proposed by Cllr Henry, Seconded by Cllr Lilley, all in favour.

075 (2024) **VILLAGE HALL:** Members agreed to commission a survey of the building to ascertain work needed and potential for upgrading. Cllr T Bloomfield will speak to his contact.

076 (2024) **PARISH UPDATE FROM CLERK**

CCTV: work had started on installing the new CCTV at the EYSC this week.

077(2024) **PARISH BUSINESS:** other matters to be noted or included on a future agenda

- a) *Footpath leading south from Bostocks:* the developer had not accepted responsibility for repairing the path, damaged by them when installing a cable. The Clerk will write to WBC asking that this be pursued.
- b) *Signs at village hall car park:*
 - i. Pedestrian sign: the clerk has ordered a new one.
 - ii. Parish council notice: the Clerk will circulate the wording to all members, for any suggested changes before it is replaced.
- c) *Grave base in cemetery:* Cllr J Bloomfield will advise the clerk of the name on the grave, so she can contact the owners about the grave base left in the cemetery
- d) *Invasive pond weed:* the Clerk will ascertain the name of the control measure used before and bring the costings to the next meeting.
- e) *Parish picnic in Ellens Green:* the wording of the flyer was agreed, after removing the word Ewhurst, as it was agreed that the event area is too small to invite the whole parish.

- f) Tennis courts: in need of some refurbishment. Cllr T Bloomfield will investigate the options.
- g) *Phone box on the Green*: BT will not supply electricity as it will cost more than £4,000 to do so. Members agreed to report BT to Ofcom as the box was removed without consultation in the first place. Consideration will be given to installing it and re-charging BT.

078 (2024) **NEXT FULL MEETING ON THE PARISH COUNCIL: Monday 17th June, EYSC.**

The Meeting closed at 21.10.