**DOCKENFIELD PARISH COUNCIL**

**MEETING OF THE PARISH COUNCIL**

**Held on Tuesday 9th January 2024.**

**At The Church of The Good Shepherd**

**at 8.00pm**

**MINUTES**

 **Present**: Amanda Adolph Chairman

 Chris Sutton

 Paul Wood

 Ian McLean

 Jill Trout

 Clerk: Jessica Hobday

**1. Apologies for absence:**

* David Munro (WBC), James Staunton, David Harmer

**2. Members Disclosure of interests for items on the agenda**

* Chris Sutton disclosed an interest in planning application WA/2024/00020

**3. Minutes of the previous meeting**

* Minutes of the meeting held on Tuesday 21st November 2023 having been circulated via email prior to this meeting were taken as read. Approval was proposed by Ian McLean and seconded by Paul Wood and signed by the Chairman.

**4. Clerks Report**

* The clerk received an email from Thomas Lankester WBC. He has been asked to contact Parishes to ask if they wanted 20mph areas for their settlements.

He is compiling responses to 3 questions from across the borough:

1.What 20mph zones or areas do you already have in the parish?

2. Does Dockenfield Parish Council want a 20mph area (or specific zone)?

3. Where would the Parish Council want 20mph coverage?

This was discussed by the PC and a potential 20mph zone would be The Street 30mph zone.

**Action Clerk to contact Thomas Lankester**

* The Parish hedge cutting will be completed soon by David Poulsom.
* Jill Trout has contacted a mole drainage company from Bordon. She is due to meet them later this week.

**5. Members of the Public wishing to speak.**

* There were no members of the public in attendance.

**6. Open Spaces Group**

* Bealeswood Common BW24 has become very eroded due to the significant rainfall over the last few weeks. **Action Clerk to report this to SCC ROW**
* BW24 – no works have been completed yet. SCC have said this is scheduled the path is almost impassable and is very dangerous particularly for Horse riders and cyclists. **Action Clerk to contact John Baker SCC ROW for an update.**
* BW49 – Binstead this bridleway is in bad repair. **Action Jill Trout**
* The bench for Hatch field has been put on hold as it was suggested the tree should be planted first. **Action Jill to contact Natalie Griffiths regarding the purchase of the tree. She will obtain 3 quotes for the next meeting.**
* Fencing for Fritz’s Field – **Action Jill Trout to contact Mr Holmwood**

**7. Bealeswood Common Interpretation Panel**

* The WBC Ranger has acquired funding for 1 panel this will have information about Bealeswood common on it for visitors.
* The PC discussed if there was a need for a 2nd panel at the bottom of the common.
* It was **resolved** that just one panel will be sufficient for the moment.
* It was agreed that an image of the sign could go on the PC website if copyright isn't an issue.
* **Action Amanda Adolph to contact Dan Bosence**

8**. Activities Committee**

* The Christmas Party was a successful event for the activities committee.
* As the Living Christmas Tree has been purchased. **Action Clerk to contact Roly to get the tree planted on the site that has been allocated for it.**

**9. Surrey County Councillors report**

* SCC Councillor did not attend

**10. Waverley Borough Councillors report.**

* WBC Councillor did not attend
* David Munro did send a note to remind the PC of the SCC ROW Improvement Plan. The first stage is a survey, and the deadline is the 10th of March 2024. **Action will be on the next agenda.**

 **11. Planning**

* [Planning Application WA/2024/00020 - Valid From 20/12/2023](https://planning360.waverley.gov.uk:4443/planning/search-applications#VIEW?RefType=GFPlanning&KeyNo=541990&KeyText=Subject)

LARKS GATE GREEN LANE DOCKENFIELD FARNHAM GU10 4JD

Erection of extensions and alterations to elevations and fenestrations. **COMMENTS DUE 27/01/24**

* The site is in the Alice Holt 500m Buffer Zone
* It is AGLV and needs to be considered as AONB
* The exterior lighting scheme needs to be sympathetic due to the Dark Sky designation.
* There are 4 skylights is this one-way glass or will there be blinds to prevent light spillage.
* DPC have no Objections to this application but will comment on the above points.
* [Planning Application WA/2023/02592 - Valid From 28/11/2023](https://planning360.waverley.gov.uk:4443/planning/search-applications#VIEW?RefType=GFPlanning&KeyNo=541757&KeyText=Subject)

LAND OPPOSITE GREAT HOLT LODGE AND NORTH OF OLD LANE DOCKENFIELD FARNHAM

Erection of an agricultural building following demolition of existing agricultural building. **COMMENTS DUE 27/12/23 HAVE ASKED FOR EXTENSION.**

* DPC have no objections to this application
* DPC would like a condition to be put in place if approved that the building can only be used for agricultural purposes only.
* **WA/2023/01213 Gardeners Cottage, Bealeswood lane, Dockenfield** –

The applicants have added some documents to this application. The Ecology Report from the Ecology Co-Op. Figure 3 is showing an incorrect vehicle access. There is no right of way across the SNCI to get to Gardener's Cottage. Bealeswood lane does not continue to the site and vehicular traffic will have to reach Gardeners Cottage via Bealeswood House.

* **WA/2023/02444 Land South of Goose Cottage, Green Lane –** This application is ongoing and will be called in if the officer is mindful to approve the application. DPC will have a representative at the meeting.
* **WA/2024/00050 The Coach House, Lake Lane, Dockenfield** – **Comments due 1/02/24**

DPC do not Object to this application but would like to make some comments regarding the SNCI Bealeswood Common and the protection of it during building works.

DPC would request an SNCI Survey is completed prior to granting approval on this application

**12. Dockenfield Newsletter**

* Gary Armstrong is happy to carry on distribution of the DNL.
* The proposal is to put together a team of people to compile and edit the DNL. This will make it manageable.
* The 20th of February is the next deadline for submissions.
* **Action Paul Wood to set up a DNL email address for the team to use.**
* **Action Jill Trout to ask Roly for a piece about D Day for the next edition.**

**13. CIL Monies**

* Village Map – **Action the clerk has requested for Photos of the items to be included in the design of the map to be sent to the artist.**

**14. Emergency Plan**

* Paul Wood has compiled the Emergency plan for Dockenfield.
* **Action Paul Wood-Phone numbers on list are correct and the people are still happy to be on the list.**
* **Action DPC WhatsApp – Action Clerk to set up.**
* The DPC discussed having an emergency box this would house high Vis, torches, space blankets, Basic first aid kit.
* This will be on the next agenda.

**15. Budget and Precept for 2024-2025**

* The RFO circulated the proposed budget and Precept of £7250. This will be attached and form part of these minutes.
* The proposed figure for the precept for 2024-2025 was approved.
* **Action Clerk to send the proforma to WBC.**

**16. Payment Approvals**

* Roly Miles – Xmas Party - £404.21
* John Stirling – Xmas Party - £1405.94
* Jason Griffths – Xmas Party - £368.94
* Nathalie Griffiths – Xmas tree - £408.00
* Clerks' wages - £850.00
* PCC Frensham – Church Hire Xmas Party - £150.00
* PCC Frensham – Church Hire Oct to Nov 23 - £50

**These payments were all approved by the Parish Council.**

**17. Next Meeting Date**

* Tuesday 20th February 2024 8pm