

BUCKLAND PARISH COUNCIL

Minutes of a Meeting held at 8pm on Wednesday 29th July 2015 in St. Mary the Virgin, Reigate Road, Buckland.

Present: Cllrs Day, Horden, Husband, Pryor, Steed and Westwell, District Councillors John Muggerridge and Paul Potter, local resident Jacq Inwood and the Clerk.

1. Apologies for Absence

(122) None.

2. Declarations of Interest

(123) None.

3. Requests for Dispensations

(124) None.

4. Minutes

(125) Minutes of the Meeting held on 6th July 2015, were agreed. Cllr Husband signed the minutes as a correct record.

5. Co-option of Parish Councillor

(126) A notice had been displayed on the Parish Council Notice Board to advertise the vacancy that had arisen following the May 2015 election. Local resident Jacq Inwood had expressed an interest in becoming a Parish Councillor and, having attended the Annual Meeting had reaffirmed her interest. Council voted to co-opt Jacq Inwood onto the Parish Council, with immediate effect. A declaration of acceptance was duly completed and Councillor Inwood was welcomed into her new role by everyone present.

6. Planning

(127) **Planning Application MO/2015/0848/PLA:** Erection of single storey extension to ground floor, first floor extension to create Manager's flat and alterations to landscaping and car parking arrangements at The Jolly Farmers, Reigate Road, Buckland, Surrey. RH3 7BG

Councillors Day, Husband, Pryor, Steed, Westwell and the Clerk had, on 20th July 2015, met with Graham Price (representing applicant Brunning & Price) and Andy Frost (Planning Consultant) at The Jolly Farmers. The meeting had provided an opportunity for Councillors to hear, at first hand, of the applicant's proposals for the site and for concerns to be expressed.

Draft updated plans had since been provided to Council. Council noted that each point raised had been addressed in the revisions and resolved to commend Brunning & Price for the positive way in which they had responded to the concerns and suggestions expressed.

The Clerk advised that whilst the same plans had now been submitted to the MVDC Case Officer they had yet to be published via the MVDC Planning Portal. Council resolved, subject to the plans and supporting documents once published matching those tabled in this meeting to express support for this application.

Action: Clerk to await publication of the updated application documents prior to submitting letter of support. If the updated documents, once published differ to those considered in the meeting, Clerk to circulate any changes for comment before submitting updated response.

(128) The following MVDC Planning decision was noted: MO/2015/0873/PLA: Retrospective application for the erection of single storey rear extensions to 1 and 2 Dungates Lane, Buckland, Surrey. RH3 7BD. Approved with conditions.

7. Amenities

- (129) Cllr Horden advised that Buckland Estates had agreed to position a trailer on the village green, adjacent to the pond in readiness for the working party arranged for Sunday 2nd August 2015. John Muggeridge offered the use of an additional trailer if required on the day. Cllr Husband's offer to source cakes for the refreshment break was gratefully accepted.
- (130) Votes of thanks were recorded for Jack Straw and Sarah Todd (MVDC Planning Policy team) from whom it had been possible to source an AO sized parish map and for Martin Boyce who had installed the map in the bus shelter opposite the village shop. It was noted that the map is now mounted behind a perspex screen that had now replaced the laminated glass.

8. Finance and Risk

Account Payments and Receipts

- (131) BDO had advised completion of the **2015 External Audit** and stated that no matters had come to their attention requiring any action on the part of the Parish Council. The Annual Return was presented to Council and unanimously approved and accepted by those present. Clerk confirmed the Notice of Conclusion of Audit and accompanying relevant information, will now be displayed on the Parish Council Notice Board opposite the village shop and remain there for a period of three weeks.
- (132) The following payments were approved:
- BDO LLP £120.00 including £20 Vat, 2015 External Audit;
 - Martin Boyce £43.47 including £7.25 Vat, Materials to install new village map in bus shelter;
 - Sheena Boyce £82.13 including £8.32 Vat, Mileage £24.70, £57.43 re-imburement council expenses;
 - Society of Local Council Clerks £103.00, Membership renewal.
- (133) In accordance with minute 2015/93, the Clerk arranged, during the meeting, for payment of an invoice for £210.00, delivered by hand via John Muggeridge, to be paid. The invoice was issued by E. Smallbone & Sons and included £35.00 Vat.
- (134) It was noted that a grant of £1272, secured for Highways Localism tasks had been received into the Parish Council bank account since the previous meeting in July.
- (135) It was noted that Cllr Westwell had verified the bank balances entered on the bank reconciliation against the bank statements and confirmed that no exceptions had been identified in the transactions reported since the last meeting.

9. Forthcoming Meetings

- (136) The **Parish Council** confirmed that next full Council Meeting will be held on Monday 14th September 2015 and that subsequent meetings are scheduled to be held on 9th November 2015, Monday 11th January 2016 and Monday 14th March 2016.
- (137) The Clerk will attend a meeting of Mole Valley Clerks at Pippbrook on Wednesday 16th September 2015.
- (138) Cllr Pryor will attend the Surrey Association of Local Councils Annual Conference and represent the Parish Council at the AGM on Thursday 15th October 2015.

There being no other business the meeting closed at 8.20pm.

Sheena Boyce, Clerk

email: bucklandpc@sheenaboyce.co.uk