

NORMANDY PARISH COUNCIL

You are hereby summoned to attend a meeting of
NORMANDY PARISH COUNCIL
to be held on **Wednesday 12 December 2018**
in **NORMANDY VILLAGE HALL, MANOR FRUIT FARM, GLAZIERS LANE,**
NORMANDY, commencing at 1930 hours, or on completion of the Planning
Committee meeting whichever is the earlier.

Please contact me on 01483 811108 or 07809331080 if you are unable to attend.

Dated this 6th day of December 2018

Lieutenant Colonel Leslie G A Clarke
Parish Clerk

AGENDA

MEMBERS OF THE PUBLIC ARE PERMITTED AND INVITED TO ATTEND THE MEETING

1	OPEN FORUM FOR MEMBERS OF THE PUBLIC – 10 MINUTES
2	APOLOGIES FOR ABSENCE Members to receive and accept apologies for absence from Members.
3	DECLARATION OF PECUNIARY INTERESTS BY MEMBERS In accordance with the Revised Local Code of Conduct, Cllrs are required to disclose at the meeting any Disclosable Pecuniary Interest (DPI) that they have in respect of any matter for consideration on this agenda. Any Cllr with a DPI must not participate in any discussion nor vote regarding that matter and they must also withdraw from the meeting immediately before consideration of the matter. If the DPI has not been registered the Cllr must notify the Parish Clerk of the details of the DPI within 28 days of the date of the meeting.
4	MINUTES OF THE MEETING HELD ON 28 NOVEMBER 2018 Members to approve and the Chairman to sign as a true record the minutes of the Council meeting held on 28 Nov 18.
5	MATTERS ARISING
a	<u>Mobily Scooter Parking</u> At the 28 Nov 18 meeting (Minute 453a/18 refers) the Clerk was asked to ascertain whether "Session Music" would be agreeable to such a scooter being parked on their land. The Clerk to report.
b	<u>Footbridge – Football Pitch Cricket Ground</u> At the 28 Nov 18 meeting (Minute 453b/18 refers) Cllrs A Cheesman and Lawson said the bridge would be replaced on 8 Dec 18.

<p>c</p> <p>d</p> <p>e</p> <p>f</p>	<p>Cllrs A Cheesman and Lawson to report on progress.</p> <p><u>Tick and Car Park Warning Signs</u> At the 28 Nov 18 meeting (Minute 455b/18 refers) Cllrs A Cheesman and Lawson advised Members that the signs would be installed on 8 Dec 19. Cllrs A Cheesman and Lawson to report on progress.</p> <p><u>Small Portable Screen Purchase</u> At the 28 Nov 18 meeting (Minute 455d18 refers) Cllr Lawson reported that he had not yet purchased the screen. Cllr Lawson to report on progress.</p> <p><u>Abandoned Vehicle – Hunts Hill Road Car Park</u> At the 28 Nov 18 meeting (Minute 456a/18 refers) the Clerk reported on the abandoned car. The Clerk to report on progress.</p> <p><u>Bonfire Road Closure Signs</u> At the 28 Nov 18 meeting (Minute 461/18 refers) it was noted that the “Road Closure Signs” needed to be inspected with a view to replacing those that are damaged The Clerk to provide a report on progress.</p>
<p>6</p>	<p>CORRESPONDENCE The Clerk to report.</p>
<p>7</p>	<p>CLLRS BUSINESS FOR INCLUSION ON THE NEXT AGENDA Members to nominate items for inclusion on the agenda for the next meeting to be held on 30 Jan 19</p>
<p>8</p> <p>a</p> <p>b</p> <p>c</p>	<p>ADJOURNMENT FOR PUBLIC DEBATE – 10 MINUTES</p> <p><u>SCC Cllr</u></p> <p><u>GBC Cllr</u></p> <p><u>Members of the Public</u></p>
<p>9</p>	<p>PLANNING Members to receive the minutes of the Planning Committee meeting held on 28 Nov 18.</p>
<p>10</p> <p>a</p> <p>b</p> <p>c</p> <p>d</p> <p>e</p> <p>f</p>	<p>FINANCE</p> <p><u>Invoices Paid Out of Committee</u> NIL</p> <p><u>Invoices for Payment</u> See attached Annex A.</p> <p><u>Bank Reconciliation Statement</u> Members to note, and to approve, subject to audit, the Bank Reconciliation Statement as at 12 Dec 18.</p> <p><u>Unbudgeted Expenditure for the 2018 - 2019</u> Members to note that to date, they have approved, during the current Financial Year, expenditure from Council funds the expenditure as shown on attached Annex B, for which no previous provision has been made in the current financial year’s Precept.</p> <p><u>Interim Internal Audit Report for the six months ending 30 Sep 18</u> Members to note and approve the Internal Audit report for the period ending 30 Sep 18 and the Clerk’s comments thereon.</p> <p><u>Precept 2019 -2020</u></p>

	Members to review the Precept (Second Draft) for the Local Government Financial Year ending 31 Mar 20 and to approve the same for submission to GBC.
11	HIGHWAYS
a	<u>Road Traffic Accident – Westwood Lane</u>
b	<u>VAS Equipment</u>
12	LOCAL PLAN – STRATEGIC SITES – CONSULTATION At the 28 Nov 18 meeting (Minute 456b/18 refers) Cllr Hutton expressed an interest in attending the event. Cllr Hutton to report on the proceedings of the event.
13	ANNUAL EXTERNAL HEALTH AND SAFETY INSPECTIONS – MANOR FRUIT FARM AND NORMANDY COMMON At the 28 Nov 18 meeting (Minute 464.18 refers) Members resolved to defer debate on the reports to the current meeting. Members to note the attached report by the Clerk and to approve the course of action proposed therein.
14	THE VILLAGER – ARTICLES At the 28 Nov 18 meeting (Minute 467/18 refers) Members resolved that: <ul style="list-style-type: none"> • A sub group comprising the Clerk and Cllr Lawson should determine the articles for which a fee should be charged on an issue by issue basis. • Where it is agreed an article should be paid for the fee shall be £20.00 per article. Members further resolved that Cllr Doven should prepare an article related to clubs etc in the Village for inclusion in the next edition of the Villager and that the matter be further debated at the next meeting. Cllr Doven to report.
15	VILLAGE FETE – 2019 At the 28 Nov 18 meeting (Minute 468/18 refers) Cllr Lawson offered to approach Helen Browne to ascertain whether she would be willing to organise the 2019 Fete. Cllr Lawson to report on progress.
16	<u>NEIGHBOUROOD PLAN</u> At the 28 Nov 18 meeting (Minute 471/18 refers) Cllr Hutton reported on his attendance at the recent SALC course. The Clerk advised Members that to date only four Parishes in GBC area had completed such Plans with one Neighbourhood Forum Plan (Burpham) also being completed. He further advised that he had written to all four PCs to ascertain: <ul style="list-style-type: none"> • The cost of each Plan. • the number of hours involved.

	<ul style="list-style-type: none"> • Whether it had been necessary to employ additional staff and, if so, the number of hours involved for each additional worker. • Known pitfalls. <p>Members resolved to defer any further debate until the Clerk had received answers to his enquiries.</p> <p>The Clerk to report on the outcome of his enquiries.</p>
17	<p>PARWOOD EQUESTRIAN CENTRE – ESTABLISHMENT OF MOUNTED VOLUNTEERS</p> <p>At the 31 Oct 18 meeting (Minute 428/18 refers) Members resolved that the Clerk should liaise with the Police (Laura Rowley) to ascertain whether Surrey Police will support the idea.</p> <p>At the same meeting Members noted that the Police Officer concerned (PC Laura Rowley) in such matters had advised the Clerk that she is liaising with her colleagues before she can respond to the Council's request.</p> <p>At the 28 Nov 18 meeting (Minute 472/18 refers) the Clerk advised Members that he was still waiting for more information from PC Rowley.</p> <p>The Clerk to report on progress.</p>
18	<p>MANOR FRUIT FARM - PHASE TWO DEVELOPMENT</p> <p>At the 28 Nov 18 meeting (Minute 474/18 refers) Members noted that only 18 months remained before work had to start on the Development.</p> <p>Members also noted and resolved to approve two papers on the issue written by the Chairman.</p> <p>At the same meeting Members further resolved to approve the appointment of a Fund Raising Manager, subject to the approval of a suitable contract.</p> <p>The Chairman to provide an up to date report.</p>
19	<p>VOLUNTARY ACTION SOUTH WEST SURREY (VASWS) – AGM</p> <p>The VASWS AGM is to be held at Surrey University on 9 Apr 19(see attached email).</p> <p>Members to determine which of their number, if anyone, should represent Normandy PC at the AGM.</p>
20	<p>ADJOURNMENT FOR PUBLIC DEBATE- 10 MINUTES</p>
21	<p>DATE OF THE NEXT MEETING</p> <p>The next meeting will be held on 30 Jan 19 in Normandy Village Hall.</p>