

Members present

Chillman, Paul Howarth, Philippa Mitchell

Cllrs Bob Hutton, Paul

Non-members present Briony Howarth (Assistant Clerk), and 2 members of the public

C-158 APOLOGIES

Councillor McLeod's, Tony Coomber and Pat Tugwell apologies were received and accepted.

C-159 DECLARATIONS OF INTEREST

None

C-146 MINUTES OF PREVIOUS MEETINGS

RESOLVED: The minutes of the Council meeting held on 30th March 2023 were approved as a true record.

C-147 QUESTIONS FROM THE PUBLIC

No Questions were received

C-162 REPORTS FROM OTHER AUTHORITIES

(a) Surrey County Council

Cllr Witham's report had been received by Members in mid April. Members had no comments on the report.

(b) Guildford Borough Council

No report received.

C-149 REPORT FROM THE EVENTS WORKING GROUP

To hear an update on events for 2023 including

(a) To hear the final details of the Coronation Fair

Assistant Clerk Briony updated the councillors on the details of the Fair - all plans going well

(b) To agree finances and next steps for Wanderfest

Cllr Howarth gave an update on Wanderfest

Cllr Howarth asked if we could hang a banner at Manor Fruit Farm – councillors agreed a temporary banner could be hung. Parking – Councillors raised a concern about parking – parking near container was discussed however there could be an issue with cutting grass which is weather dependant. This will be monitored and discussed further within the events team. Cllrs asked for Communication to be sent out to local tenants to let them know what's happening – Due out in early may as early bird tickets are being released in June

C-150 FINANCE

(a) To approve the schedule of invoices for payment

(b) To note a fund transfer between accounts in March to date

RESOLVED:

(a) Members approved the schedule of invoices for payment:

Amount	Item Purchased	Payee
£ 250.00	Deposit Farm Visit CORONATION	Millers Ark Animals
£ 116.00	Parish Office MARCH	Normandy Village Hall

£	926.05	February Pensions	SCC ADMIN AUTH SCC PENSION FUND
£	400.00	Handyman services	Mr J R Pick
£	120.00	Handyman services	Mr James R McLeod
£	146.64	Microsoft Licenses January	Andrew Beams
£	146.64	Microsoft Licenses October	Andrew Beams
£	135.00	Litter picking	Yvonne F Potter
£	1,298.40	Grounds Maintenance FEB 2023	Nigel Jeffries Landscapes Ltd
£	696.00	Locum RFO support FEB 2023	Mulberry & Co
£	37.50	Meeting room hire FEBRUARY	Normandy Royal British Legion
£	750.00	Community Grant	Normandy Village Hall
£	1,750.00	Community Grant	St Marks Church, Wyke
£	129.90	Canva subscription	Amanda Pick
£	91.98	Coronation pins badges	Amanda Pick
£	1,065.51	Coronation gifts	Universal Cards and Gifts Ltd
£	13.96	Coronation balloons	Amanda Pick
£	113.94	Viking stationary	Amanda Pick
£	1,956.00	Normandy Common updated management plan	SWT Ecology Services Ltd
£	600.00	Coronation Mugs	Mrs E L Wells
£	631.80	Poo Bags	JRB Enterprises
£	827.71	March Pensions	SCC ADMIN AUTH SCC PENSION FUND
£	1,851.78	PAYE	HMRC
£	547.50	Handyman services	Mr J R Pick
£	90.00	Handyman services	Mr James R McLeod
£	154.99	Memorial Plaque	RBL Industries
£	354.00	Topsoil - play area repairs	Amanda Pick
£	88.00	April hall hire	Normandy Village Hall
£	77.00	March hall hire (additional)	Normandy Village Hall
£	43.80	Pavilion lock and keys	Amanda Pick
£	1,298.40	Grounds Maintenance March 2023	Nigel Jeffries Landscapes Ltd
£	146.64	Microsoft Licences March	Andrew Beams
£	32.72	MFF gate padlock gate 1	Paul Howarth
£	35.20	MFF gate padlock gate 2	Paul Howarth
£	9.93	Barrier tape	Paul Howarth
£	61.95	2 way radios	Paul Howarth
£	18.94	laminating pouches	Paul Howarth
£	10.47	Tarpaulin	Paul Howarth
£	32.45	Tree guards	Paul Howarth
£	14.76	WC handles for pavilion	Amanda Pick
£	47.19	WC repairs pavilion	Amanda Pick
£	60.73	Pavilion cleaning equipment	Amanda Pick
£	39.00	WC plumbing WC pavilion	Amanda Pick
£	9.00	MFF	Amanda Pick
£	462.79	Speed ramp kits	CSI

(b) The council noted that transfer of funds between accounts the long term and current account to ensure sufficient funds to make necessary payments, as approved by The Clerk were:

DATE	AMOUNT
27/2/23	£116
27/2/23	£250
13/3/23	£2,700
20/3/23	£1,750
28/3/23	£1,000
29/3/23	£400

C-151 REPORT FROM THE ESTATES COMMITTEE

- (a) The clerk had previously circulated a paper outlining how the council may be able to contribute to the borough's commitment to climate change.

RESOLVED: The council will seek to adopt all the recommendations in the supporting paper across the next civic year.

- (b) Members discussed the council's preferred approach to conservation management in relation to the supporting paper.

RESOLVED: Members heard the proposal for the sub-group and were keen to tap into the wealth of local knowledge. The first year would probably need two meetings to create the action plan and then it will only need to meet once or twice a year. Members recognised the need for the conservation management group and agreed to the creation to the group, subject to the understanding of the need to keep meetings and demands on councillors and clerk to a reasonable level.

C-153 SURREY AONB BOUNDARY EXTENSION

To hear feedback from the consultation evening on the proposed extension.

RESOLVED: Members noted that the council are supportive of the proposal. It was agreed that Councillor Hutton will respond to be consultation.

C-154 MEETING SCHEDULE

The draft meeting schedule for 2023/24 was circulated by the clerk ahead of the meeting.

RESOLVED: The council agreed it was prudent to have less meetings throughout the year. Following discussion the clerk will make minor changes to the proposal and resubmit the draft. It was recognised that this can only be a draft at this stage and must be agreed by the new council at the Annual Parish Meeting.

C-155 URGENT COMMITTEE BUSINESS

To consider any urgent items referred from any of the committees for approval by council.

RESOLVED:

Whilst no decision was required, a member of the Planning Committee raised concerns over one area of land on Guildford Road there are movements suggesting potential development activity. Members of the Planning Committee to be vigilant towards activity of this type.

C-156 EXCLUSION OF THE PRESS AND PUBLIC

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

C-157 ITEMS FOR INFORMATION AND/OR INCLUSION ON FUTURE AGENDAS

To receive any urgent information items and agree any items for inclusion on future council and/or committee agendas.

For information: The Finance and Governance committee reported that we had been contacted by a reporter in relation to the size of the precept. A response had been supplied explaining the ongoing commitment to paying off the loan for the infrastructure at Manor Fruit Farm, which provides the main reason for Normandy's precept. It was noted that at least one article is now live, and that the small amount of coverage at this stage did not merit any further response.

For information: Councillor Coomber reported that Royal British Legion will, as requested, make the car park on Guildford Road available for people attending the bonfire night celebrations, for which the council are grateful.

For future agendas: Councillors Hutton, Mitchell and the Clerk met with members of Normandy Tennis Club (NTC) to discuss the possibility of building a Padel court in Normandy. Councillors fed back to NTC the objections that had been raised regarding its location on Normandy Common due to the need to maintain the site as an SNCI. Further discussion led to the consideration of Manor Fruit Farm, which would not have the same restrictions. It was agreed that NTC would take this to their AGM for consideration and that an item be added to the next Parish Council meeting to discuss.

There being no further business, the meeting closed at 21:20pm.