



## **NEWDIGATE PARISH COUNCIL**

[www.newdigateparishcouncil.gov.uk](http://www.newdigateparishcouncil.gov.uk)

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### **MINUTES OF FULL PARISH COUNCIL**

For meeting held on

**Monday 11<sup>th</sup> November 2024**

At the Village Hall starting at 7.30pm

PRESENT: William Harmsworth (Chairman) Phill Crutcher (Vice Chairman) Ameeta Garga, Bill Kear, Sarah Macdonald, John McKenzie-Sage, Peter Perdue, Richard Tyson-Davies

ALSO PRESENT: Cllr Kirstie Havard & 7 member of the public

1. **APOLOGIES FOR ABSENCE**

None

2. **DECLARATIONS OF INTEREST**

None

3. **MINUTES OF PREVIOUS MEETINGS**

Cllrs approved the Full Parish Council meeting minutes dated 14<sup>th</sup> October 2024.

4. **PUBLIC QUESTIONS**

Q1. A member of the public raised the topic of Trig Street Project. No progression has been made and asked if the parish council would consider increasing their offer of funding?

*Cllrs discussed this topic and advised that at the Finance meeting to be held in January the decision to increase funding would be discussed. Other factors to consider: lack of response from Capel PC, increased costs of project and the creation of a layby opposite the exit. Cllr Havard to contact SCC re-funding that may be available.*

Q2. An allotment holder asked if a skip could be arranged so historical rubbish left by previous Tenants could be removed and the site tidied?

*Bill Kear offered to arrange the removal of any rubbish. Allotment holders to form a working party and leave in a tidy pile on the verge by the allotments ready for collection.*

*Ameeta Garga passed on her thanks to Bill Kear and Phill Crutcher for installation of the new gate and trimming of boundary hedge and tree.*

5. **COMMUNITY POLICE REPORT**

None received.

6. **CLERKS REPORT**

6.1 Litter pick date of 30<sup>th</sup> November & First Aid Session/Defibrillators to be included in December parish news article.

**7. CORRESPONDENCE/INFORMATION**

- 7.1 Cllrs to view the new accessibility compliant website and forward comments or suggestions to Ameeta Garga.
- 7.2 All allotments have now been allocated and no residents are on the waiting list.
- 7.3 William Harmsworth shared First Aid Information session for residents' to be held in The New Year to include the use of the defibrillators.
- 7.4 A new date for the Litter Pick has been arranged for Saturday 30<sup>th</sup> November.
- 7.5 Councillors reviewed and approved Governance Policies:
  - Statutory Policies
  - Conduct Policies
  - Data Policies
  - Community Policies
  - Finance Documents
- 7.6 The Clerk asked all cllrs to review the new website and put forward comments.

**8. FINANCE**

- 8.1 To approve NPC bank balance at 11<sup>th</sup> November 2024 of £33,977.82
- 8.2 To approve BRICKWORKS bank balance as at 11<sup>th</sup> November 2024 of £2,260.00.
- 8.3 The Chairman verified and signed both financial spreadsheets to NatWest bank statements.
- 8.4 The Finance Committee minutes for 4<sup>th</sup> November were reviewed by councillors.
- 8.5 Clerk added the VAS sign & BT telephone box to insurance policy with Zurich.
- 8.6 The following cheque payments were acknowledged and approved by all present:

PAYEE	DETAILS	
St Peter's Church	Churchyard Maintenance	£575.00 BACS
St Peter's Church	Parish Magazine Contribution	£625.00 BACS
HMRC	Clerk Tax for November	£160.44 BACS
Allowances/Expenses	Clerk - November	£26.00 BACS
SES Water	Allotments	£6.41 BACS
Names & Co	SMTTP Access website annual fee 13/12/24	£43.19 BACS (inc VAT £7.20)

**9. PLANNING**

- 9.1 The Planning Committee minutes dated 4<sup>th</sup> November 2024 were reviewed by all.
- 9.2 No further Planning applications to be considered weekending 8<sup>th</sup> November 2024.

**10. HIGHWAYS & TRAFFIC CALMING**

- 10.1 Speed Watch Team – No update
- 10.2 Traffic Calming – Discussions are still ongoing regarding the installations of two further VAS signs, one coming from Rusper and one in Kingsland.

**11. GATWICK**

- 11.1 No update.

**12. TRIG STREET**

- 12.1 Richard Tyson-Davies has contacted Capel Parish Council but as yet no response has been received. A list giving detailed information of pledged funds already raised will be prepared and passed to the Finance Committee.

- 13. **BRICKWORKS**
  - 13.1 Bill Kear confirmed that both footpaths have now been upgraded and discussions are ongoing with SWT as to the next projects to be done either independently or together.
  
- 14. **PUBLIC COMMENTS**

None.
  
- 15. **DATES OF FORTHCOMING MEETINGS**
  - PLANNING COMMITTEE Monday 2<sup>nd</sup> December 2024 @ 7.30pm
  - FULL PARISH COUNCIL Monday 9<sup>th</sup> December 2024 @ 7.30pm  
(Mulled Wine & Mince Pies)

END

Chairman..... Dated.....

DATE	ACTION/DETAILS	ACTION BY	COMPLETED
9/9/24	To check with MVDC - Air Quality Monitoring Person <i>Logged enquiry with: <a href="#">Noise Enquiries and Complaints London Gatwick Airport</a> We have one monitor, LGW3, at the bottom of the runway on London Road. This is the one for which we receive monthly data and an annual report. 11/10/24 email re air quality shared with cllrs. Email sent 13/10/24 to Tanya MVDC Environmental health officer. MVDC newsletter confirmed that air pollution is monitored and members of the public can set up an alert service by visiting their website: <a href="http://airtext.info/signup">airtext.info/signup</a></i>	PP	25/10/24
9/9/24	Installation of Allotment Gate	BK & PC	10/10/24
9/9/24	AG to meet with allotment holders and appoint a representative at some time over the next two weeks. <i>Meeting held weekend of 21/22<sup>nd</sup> Issues raised, hedge, tree, gate and deer. To be discussed further at FPC. BK arranged trimming of hedge, AG cut up and removed metal structure, PC &amp; BK fitted allotment gate.</i>	AG	25/10/24
9/9/24	PP met with Nigel Pond and was advised that no further VAS signs could be installed due to location and sight lines - Helyn Clack advised that she would investigate this further and request a copy of Nigel's report and share with councillors. <i>PP emailed Helyn with details of meeting with NP 18/9/24</i>	PP/HC	
9/9/24	Appeal MO/2023/1372/PLA Springfield Farm – JT to email MVDC. Remind of our support and refer to Highways - entrance not supported. <i>Also email to Cllr Jo Farrar-Astrop sent</i>	JT	3/10/24
9/9/24	Letter of response to Mary Ann Edwards SCC to be sent <i>RTD letter sent to Mary Ann Edwards on 19/9/24</i>	RTD	9/9/24
9/9/24	Bridleway onto Parkgate Road very overgrown. <i>Completed by Bill Kear</i>	BK	15/9/24
9/9/24	Gate code for Brickworks & confirmation of further dates needed for SWT officer <i>confirmed dates of Sat 5<sup>th</sup> Oct &amp; Wed 9<sup>th</sup> Oct with Emily &amp; Stuart. Bill Kear + 3 will be on site Sat 5<sup>th</sup>.</i>	JT	21/9/24
9/9/24	Email Helyn Clack re: purchase of solder silhouettes for village	JT	12/9/24
19/9/24	Litter Pick at 10am on Sat 19 <sup>th</sup> October 2024 <i>Info added to parish mag &amp; website</i>	PC	JT & AG 4/10/24
9/10/24	Poppy Wreath ordered with Graham Hewitt – WH to collect	WH	9/10/24
11/10/24	Peter emailed Helyn Clack – problems with speeding vehicles	PP	
11/10/24	Peter emailed Mike Furniss Cabinet Member for Transport	PP	

11/10/24	<p>Peter emailed Jo Farrar-Astrop for an update on the situation in Hogspudding Lane</p> <p>"Planning Contravention Notices (P.C.N's), were served on the two owners and a third fixed to the site for the occupier. In addition, letters have been left on the occupiers vehicle and in the tent requesting that they make contact.</p> <p>A planning agent for one of the owners responded following receipt of the P.C.N and stated that they were going to submit a planning application. I will send the agent a chasing email in regard to this.</p> <p>The occupier of the site has never responded.</p> <p>I will discuss the case with my manager re the appropriateness of serving an enforcement notice. Not knowing the occupiers status and personal circumstances can make this problematic."</p> <p>The update is not particularly helpful but, I continue to pursue this issue.</p>	PP	25/10/24
12/10/24	Review of Polling Districts – Email circulated with cllrs	JT	25/10/24
13/10/24	<p>Clerk emailed Emily/Stuart SWT re communication on forthcoming projects as partnership with NPC. To arrange meeting date with Emily.</p> <p>The remaining work parties for this year I have scheduled in for Friday 8<sup>th</sup> November and Monday 16<sup>th</sup> December. We will be continuing with the scrub clearance above the main pond.</p> <p>Stuart <i>Anglers cleared area with Stuart attending – who arranged?</i></p>	JT	25/10/24  8/11/24
15/10/24	<p>Clerk to invite Gatwick Greenspace to meet with Cllrs and residents.</p> <p><i>Awaiting confirmation from cllrs</i></p>	JT	25/10/24
15/10/24	SCC Fix My Street added to November mag article Overhanging hedge on corner of Kingsland reported on site.	JT	15/10/24
25/10/24	Interim Audit with Andy Beams on 21 <sup>st</sup> November 10am	JT	
02/11/24	<p>Maribel Montford showed interest in allotment plot.</p> <p><i>Q asked preference of 1A 1B or 2B and either a whole or half plot. 2/11/24</i></p>	JT	
02/11/24	HMRC VAT 126 reclaim submitted for £666.16	JT	03/11/24
03/11/24	Man living in Glovers Wood – reported to MVDC via portal	JT	03/11/24
04/11/24	Clerk to check water meter readings at Allotments and submit	JT	

04/11/24	Arrange first aid session to include defibrillators for residents in New Year	JT & BK	
04/11/24	Update Zurich Insurers to include VAS sign as asset	JT	