



MINUTES OF THE PARISH COUNCIL MEETING HELD AT 6.00 P.M.  
ON THURSDAY 06 FEBRUARY 2020  
IN THE PARISH COUNCIL OFFICE, VILLAGE WAY, CRANLEIGH

Councillors

Cllr E Townsend\* (Chairman of the Council)  
Cllr J Betts  
Cllr R Burbridge\*  
Cllr R Cole\*  
Cllr S Jeacock\*  
Cllr D Nicholas  
Cllr H Nicholson\*  
Cllr N Sanctuary\*  
Cllr M Scully\*  
Cllr R Tyler\*  
Cllr G Worthington\*

PRESENT\*

ALSO PRESENT: Parish Clerk B Bell FSLCC, Mr John Bainbridge, Mr Robin Fawkner-Corbett CVHT, 8 members of the public.

1. APOLOGIES FOR ABSENCE

The apologies from Cllr J Betts (prior commitment) and D Nicholas (work commitment) were AGREED.

2. GUEST SPEAKER: Mr John Bainbridge and Mr Robin Fawkner-Corbett, Cranleigh Village Health Trust (VHT)

The Chairman welcomed the representatives from CVHT to the meeting.

Mr Bainbridge read a pre-prepared statement to the Council which he said would be posted on to CVHT's website, and the CVHT representatives left the meeting.

3. PUBLIC SESSION

- A member of the public wished to thank Cranleigh Parish Council for taking legal advice on the land transfer with CVHT.
- A member of the public said that the play park at Snoxhall Fields is looking poor, in particular one swing looks poor. The Clerk advised that the Council is working its way through its inspection report and the swing is due for replacement. The Chairman added that there is an exciting extension coming to the play park as soon as the weather conditions improve and the equipment can be installed.
- A member of the public asked what can be done about people parking in the lay-by outside Sainsburys. The Chairman said that she has asked in her Waverley Borough Council role for Waverley parking enforcement to visit Cranleigh more.

4. DECLARATIONS OF INTEREST

- Cllr E Townsend declared she is a Waverley Borough Councillor.
- Cllr R Cole declared he is a Waverley Borough Councillor.
- Cllr N Sanctuary declared an interest as Chairman of the Governors at Glebelands School.
- Cllr S Jeacock declared an interest in item 2 as a former neighbour.

5. CHAIRMAN'S REPORT - The Chairman had no report.

6. CLERK'S REPORT

The Council NOTED the Clerk's report:

- The Grounds Manager, Sexton and Clerk met with the drainage contractor in the cemetery this morning and await their drainage design, which will be ready for the March Council meeting.
- The Clerk had to call out the structural engineer urgently as a large bubble 2 x 1m has appeared in the stage floor and will impact on the scaffolding for completion of the rear wall work and ceiling lights. The structural engineer has also found a failed wall plate beneath the stage floor in the south eastern corner. Unfortunately, the entire stage will need replacement.
- The play area extension is booked in for early March, subject to ground conditions.
- The Council agreed to write a letter about the condition of Cranleigh roads, please can the Clerk have your examples by Monday.

7. CRANLEIGH CEMETERY

This item was considered in private and confidential session – reason: commercial in confidence.

Cllr R Burbridge left the meeting.

Leaf Vacuum

The Clerk reported that the Council had agreed the purchase of a cheaper leaf vacuum for the cemetery, but in consultation with the Sexton, the cheaper version is unsuitable for manoeuvring between the grave spaces. The Clerk had sought three quotations and received two for a Billy Goat leaf vacuum. The Council AGREED to purchase a Billy Goat leaf vacuum at a cost of £1,325 + VAT with a wander hose at £196 + VAT from ATS Machinery funded from the 2019/20 Capital Reserve.

Noticeboard

The Admin Clerk has requested a larger noticeboard for the Lych Gate for the Cemetery Rules and Regulations. The Clerk obtained a quotation for a replacement aluminium noticeboard with polypropylene screen at a cost of £721.88 + VAT. The Council AGREED for Cllrs M Scully and G Worthington to make an oak noticeboard with a maximum budget of £100 for materials and to bring this item back to the next meeting of Council.

Cemetery Entry in to South and South East in Bloom

The Clerk advised that the Admin Clerk had prepared a table to compare the amount of work required to meet the requirements for entry of the cemetery in to the South and South East in Bloom competition. The Clerk advised that the Council would have to do a lot of work on the following items and does not have sufficient staff:

- Planting assessment
- Nature conservation area
- Water, soil re-use
- Recycling
- Art in the landscape
- Marketing – leaflets, guide books
- Presentation board

The Council acknowledged that further works may also be required in the cemetery as a result of the drainage survey and AGREED to defer entry into the competition this year.

9. SNOXHALL FIELDS

This item was considered in private and confidential session – reason: commercial in confidence.

Public Toilet

The Council has applied to Waverley Borough Council for £30,000 community facilities s106 funding to convert a redundant shower in the pavilion into a DDA Complaint public toilet. The Chairman and Clerk had met with the Waverley Borough Council Portfolio Holder to look at toilet provision around Snoxhall Fields. The Parish Council awaits a final outcome on the Council's s106 application.

The Clerk had advertised the project on Contracts Finder. There were five expressions of interest and three quotations received.

The Council AGREED to appoint contractor STC to convert the redundant shower room in the pavilion to a DDA compliant public toilet, subject to receipt of the s106 funding and satisfactory references.

Floodlights

The Clerk reported that four of the glass covers, and one bulb have been shot out in the floodlights at Snoxhall Fields. She advised that due to the cost of the three yearly electrical service due this spring and replacement bulb and glass covers, the Council should advance the replace of the light heads on the floodlights.

The Council AGREED for the Clerk to obtain three quotations for replacement floodlight heads and three electrical safety inspection. The Council suggested looking at telescopic floodlights.

10. CRANLEIGH YOUTH CENTRE

This item was considered in private and confidential session – reason: commercial in confidence.

The Clerk reported that there is a new long term hirer in Cranleigh Youth Centre. The Clerk has arranged for the ceiling to be repaired and re-decorated after a previous leak many years ago, and for the Youth Centre to have a deep clean including carpet cleaning. A skip has been brought in to deposit of rubbish from Council properties.

The Clerk has sought three quotations for the replacement of seven wooden windows with uPVC windows at the Youth Centre. The Council DELEGATED AUTHORITY to the Clerk to select the cheapest quotation and order the new windows to be funded from the Charity Reserve.

Cllr G Worthington left the meeting.

11. BERYL HARVEY ALLOTMENTS

This item was considered in private and confidential session – reason: commercial in confidence.

The Clerk advised that allotment holders have expressed concern about the car park area. They have voluntarily maintained the car park area over the last three years using wood chippings, but the Grounds Manager said that the car park has reached the stage where it requires intervention.

The Grounds Manager had sought a quotation for the provision of type 1 stone to be laid to the car park at a cost of £3,008 + VAT and to improve the woodland walk running in parallel with Knowle Lane at a cost of £640 + VAT.

The Council AGREED that provided the quotation includes compaction of the stone, and inclusion of the pathway from Snoxhall Fields to the allotments, then the Clerk has DELEGATED AUTHORITY to appoint Grasstex to undertake the work. The work will be funded from the remainder of the 2019/20 Capital Reserve and balance from the 2020/21 Capital Reserve.

12. COUNCIL OFFICE LIGHTING

This item was considered in private and confidential session – reason: commercial in confidence.

The Clerk advised that one of the six strip lights has failed and to support the Council’s commitment to climate change has sought a quotation to replace all six strip lights with LED lights at a cost of £640 + VAT.

The Council AGREED to appoint David J Long to replace the six strip lights to be funded from the 2019/20 Capital Reserve.

13. DATE OF NEXT MEETING

Parish Council Meeting Thursday 20 February 2020

The meeting closed at 7.07pm

Signature.....

Date.....