

Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

Clerk to the Parish Council

Mrs S Endersby

Admin Assistant

Mrs E Cross

The Bounty
Godstone Green
Godstone, Surrey
RH9 8DY

Telephone/Fax: 01883 744209

MINUTES

of the Meeting of Godstone Parish Council held on
Monday 3 June 2019 at 7.30pm at St Stephens Church, South Godstone, RH9 8EY

Members: Cllrs, B Davis, M McLoughlin, S Farr, C White, R Johnson, C Farr, D Stone and J Farnaby
Apologies: Cllrs J Gardner,
In attendance: S Endersby (Clerk)
Open Forum: F Pavely, Councillor C Swann, A Rabbetts, S Haggerty

1. Questions from Members of the Public

1.1 S Haggerty, Godstone and Aiden, Outwood – Both members of the public complained about goldfish being used at the fair which had taken place on the green and spoke about how it is not appropriate in this day and age.

Godstone Parish Council acknowledge the concerns raised and it was reported by the Clerk that she had received several emails in relation to the matter repeating the same sentiment of unacceptability. It was noted that it is not illegal.

RESOLVED – Councillors unanimously agreed that the council write to the Fair to explain that in future it would be requested, and stated as one of the terms and conditions, that live animals such as fish must not be used as prizes for any of the stalls which form part of the fair held on Godstone green.

ACTION – 6/2019 – PF 1 – Clerk to write to the fair explaining the future requirements of no fish to be used as prizes on Godstone Green.

1.2 A Rabbetts, Godstone – Reported that Dr Glover is retiring from Pond Tail Surgery.

Godstone Parish Council acknowledged the information and stated that the matter does not fall within its remit, but noted the potential impact for the community.

2. Apologies and reasons for absence

2.1 Apologies were received from Councillor J Gardner due to being unwell.

RESOLVED – Councillors unanimously accepted the apologies from Councillor J Gardner and the meeting was deemed quorate.

3. Declarations of Interest

3.1 Planning Application 2019/736 – Councillor D Stone stated he knew the applicant.

4. County and District Councillors

4.1 District Councillor C Swann – Reported that she had attended her first official meeting at Tandridge District Council (TDC).

4.2 District Councillor C Farr – Reported an Incursion at Featherstone and that the site was now clear. TDC land is covered by Section 71.

5. Minutes of the previous meeting held on Monday 13 May 2019 and the Extraordinary meeting on 23 May 2019.

5.1 Councillors noted that due to the bank holiday delaying the Parish council Annual meeting and the Clerk being on Annual leave at the end of May the minutes of the Annual Parish Council meeting were not complete and would be presented at the next meeting. The minutes would be published in draft format as soon as practicable to comply with the statutory timescale requirements.

6. Neighbourhood Plan Committee

6.1 It was noted that a Neighbourhood Plan working group meeting had been arranged for 17 June 2019 to review and consider the points raised by the TDC Local Plan consultant.

6.2 A Rabbetts confirmed he has contacted A Cronin who is representing TDC.

6.3 It was reported that there was a point included in A Cronin's report in relation to the South Godstone Garden Community (Garden Village) not being recognised in the Godstone

Neighbourhood Plan. It was discussed and noted that there was general disagreement to this comment made by TDC and that the Godstone Parish Neighbourhood Plan purposefully does not include the South Godstone Garden Community.

6.4 It was noted that TDC have requested an estimation of the timeframe for the next stage of the Neighbourhood Plan which is estimated as Autumn 2019.

7. Motions proposed for discussion by Councillors and any business which the Chairman deems Urgent (*Standing orders 5.4*)

7.1 Open Space Charging and Community Events

- 7.1.1 Parish councillors considered if a definition for open space charging and community events be adopted in relation to 'not for profit' events in the context of charging events on its own land. (As proposed for consideration at the Parish council meeting in May 2019)
- 7.1.2 Proposed definition wording for consideration:

"Not for profit events will be classed as those where a significant proportion of the revenue generated through the event is directed to running the event again in the future and/or to local causes and/or local groups. This will be demonstrated by the submission, on request, of accounts for a previous event, or in the case of new events, through proposed cash flow. In making a decision as to whether an event is 'not for profit' the Council will take account of the scale of the event and its sustainability without a degree of commercialisation."

RESOLVED – Councillors unanimously agreed the wording, as stated in italics in 7.1.2 be adopted in relation to Open Space Charging and Community Events.

ACTION – 6/2019 – 1 – Clerk to include wording in information, such as the Terms & Conditions of use for Godstone Green and on the Website.

7.2 New standing committee - Land Management Committee to be known as the Greenspace Committee

- 7.2.1 Further to the unanimous decision of members at the Extraordinary meeting held on 23 May 2019, it was reported that it had been agreed that a Land Management Committee and Sub Committee be formed.
- 7.2.2 It was noted that a further challenge to the committee was presented to confirm its necessity and discussed. There was no change to the decision reached at the Extraordinary meeting.
- 7.2.3 It was discussed that the SSSI, was managed generally by Surrey Wildlife Trust, but that the Greenspaces Committee would cover any parish council responsibilities.
- 7.2.4 A number of matters had been detailed at the Extraordinary meeting as items referred for ratification or conclusion at the Parish council's next monthly meeting:
 - i. Greenspace Committee ToR - Consider the proposed Terms of Reference (ToR) and Powers of Delegation for the new Green Spaces committee as detailed in Appendix A.
 - a. The Clerk stated hesitation in relation to point 6.3 of the Greenspaces Committee proposed Terms of Reference being too broad, and stated her objective was to ensure that the Parish council are clear as to the specific meaning of this point and the area of scope that the committee should be working within, i.e. when is ratification required by the full parish council.
 - b. It was noted that 6.9 of the ToR was also specifically discussed.
 - c. Noting the clerk's concerns, it was noted that the committee ToR could be updated if necessary, to address areas where it is deemed that more clarity is required.

RESOLVED – Councillors unanimously agreed the ToR including, the Powers of Delegation which are stated within them, as detailed in Appendix A.

- ii. Greenspace Sub Committee ToR - Consider the proposed ToR and Powers of Delegation for the new Green Spaces Legal and Boundary Sub Committee as detailed in Appendix B.

the Terms of Reference (ToR) including, the Powers of Delegation which are stated within them, as detailed in Appendix A

- iii. Greenspace Committee Members
 - (a) Ratify the appointment of committee members

RESOLVED – Councillors unanimously agreed the following members appointment to the Greenspace Committee : Councillors D Stone, J Farnaby, M McLoughlin, C Farr and S Farr.

- (b) Ratify the appointment of non-elected members

RESOLVED – Councillors unanimously agreed that as per the agreed Terms of Reference, item 3, that parishioner Sharon Blackman be invited on to the committee as a non-elected member.

- iv. Greenspace Sub Committee Members - Ratify the appointment of Greenspace Legal and Boundary sub-committee members

RESOLVED – Councillors unanimously agreed that the Greenspace Sub Committee be formed of – Cllr B Davis, J Gardner, C Farr and M McLoughlin

- v. Greenspace Committee Chairman and Vice Chairman

RESOLVED – Councillors unanimously agreed to ratify the appointment proposed of Councillor C Farr be appointed Chairman and Councillor M McLoughlin be appointed Vice Chairman.

ACTION – 6/2019 – 2 – Clerk to update records and website as required in relation to the ToR, Powers of Delegation, contact the proposed non-elected member and liaise with the committee chairman to propose the first meeting date.

8. Tandridge District Local Plan and Garden Village

8.1 It was noted that the Inspection stage for the Local plan will take place from 8 October 2019 for 4 weeks/12 days.

9. Reports

9.1 Action taken – to be ratified (if any)

9.1.1 Appointment of contractor for Tree works recommended in the Arboriculture Survey.

It was noted that following Councillors C Farr and M McLoughlin preparing a shortlist an email had been circulated on 24 May 2019 in relation to the appointment of the Tree Surgeon to complete the works recommended by the Tree Survey.

RESOLVED – Councillors unanimously ratified the decision agreed by email in relation to the appointment of the Tree surgeon.

ACTION - 6/2019 – 3 – Clerk and Councillor M McLoughlin to meet contractor on Monday 17 June in advance of works starting.

9.2 Clerks Report

9.2.1 Fair

i. It was noted that the process for access on to the green and use of bollards could be improved upon for the Fair.

ii. It was reported that a number of emails had been received in relation to fish being used as prizes at the Fair as discussed during the public forum.

9.2.2 Path along green on west side of one-way system, which has been raised by the Preservation Society was discussed, noting puddles created on the path by bad weather. It was acknowledged that the Preservation society were prepared to contribute towards the cost of the work.

ACTION - 6/2019 – 4 – Clerk to investigate other quotes and the matter will be referred to the Greenspaces committee.

9.2.3 Quaife report – Preservation society have requested to see the Tree report.

ACTION - 6/2019 – 5 – Clerk to confirm sharing report with Quaife. Councillor M McLoughlin to liaise with parishioners.

9.2.4 Accident at the tennis club – It was noted that the tennis club do not have a key to the gate on to the green. Clerk spoke to members and no one has been in contact. It was noted that the Sports Association and the bowls club have a key and all groups share a club house.

9.2.5 Review of the Code of Conduct – Noted as outstanding.

9.2.6 Councillors Briefing & Awareness Update – Request for training considered

RESOLVED – Councillors unanimously agreed that 3 councillors attend the training at £70 + VAT per councillor.

9.2.7 Matters arising from the Annual Parish meeting – The police discussion was raised, and it was noted that the points raised and discussed had been confirmed in writing to PS L Whatley. Following the review of the reply from PS L Whatley councillors proposed responding to the letter.

It was noted that arrangements for training to use the speed gun can be made.

RESOLVED - Councillors unanimously agreed that a reply be drafted by Councillor B Davis and that it should be sent to the Chief Constable of Surrey and the local MP.

ACTION - 6/2019 – 6 – Clerk to send letter of response to police.

9.2.8 Playground equipment – It was noted that the Clerk was meeting a play equipment provider.

ACTION - 6/2019 – 7 – Clerk to liaise with Councillor D Stone – prepare a specification for the works to have a path across the green to the playground.

9.2.9 Consultation on Surrey County Councils Revised Statement of Community Involvement – comments on the revised Statement of Community Involvement from 7 May until 18 June 2019 was noted

9.2.10 Access via Glebe House for Tree works

ACTION - 6/2019 – 8 – Clerk to contact Glebe house to make the request and liaise on arrangements.

9.2.11 Air conditioning unit in the Bounty – Issue of it not working was noted.

ACTION - 6/2019 – 9 – Clerk to arrange for an engineer to visit.

9.2.12 Decorating the Bounty (door Frame) – noted.

9.3 Chairman's Report – (for noting) information only

9.3.1 It was noted that due to circumstances Councillor B Davis, as Vice Chairman, would cover the position of Chair as necessary.

ACTION - 6/2019 – 10 – Clerk to confirm SSALC have up to date information.

9.4 Reports (for noting) from representatives on outside bodies etc

9.4.1 Locality Team – It was report that a meeting with the Godstone Locality representative had taken place.

9.4.2 Lingfield Nursery – It was reported from the meeting that:

- i. The changes mean that SCC Highways require the entrance to be wider;
- ii. Councillors had no objection in principal to granting a wayleave, but want to ensure there is the appropriate formal agreement; and
- iii. The Nursery would be asked to cover the parish's legal costs.

ACTION - 6/2019 – 10a – Clerk to liaise with Councillor C Farr to send a meeting summary by email to the nursery.

9.4.3 GTR passenger benefit fund

ACTION - 6/2019 – 10b – Councillor C White to investigate and circulate information on the fund available.

10. Current Planning issues

10.1 Planning Applications to consider:

2019/706	64 Lagham Park, South Godstone, RH9 8EP	Rear extension addition	No Objection
2019/684	55 Hickmans Close, Godstone, RH9 8EB	orangery to rear of dwelling	No Objection
2019/736	Smokey Hollow, Eastbourne Rd, RH9 8EH	Subdivision of existing curtilage and conversion of outbuilding into 2 bed dwelling house with landscaping and associated works.	Objection - The Parish council feel that this application is inappropriate development in the green belt and would be concerned about what precedents it could set.
2019/875	The Hawthornes, Eastbourne Road, Blindley Heath, RH7 6JR	Single storey side extension, Porch, front extension to enlarge kitchen, garage conversion and associated works.	No Objection

10.2 Planning Applications – Retrospective, Tree Works or Certificate of Lawfulness for noting:

2019/713	46 Lagham Park, South Godstone, RH9 8ER	Proposed enlargement of existing family room and modification to existing garage (Application for a Certificate of Lawful Development for a Proposed Development)	Noted
2019/786/ TPO	14 The Priory, Godstone, RH9 8NL	T1: Thuja on right-hand side of rear garden crown lifted to 3m from ground level. Improve access to lawn	Noted
2019/758	Logham Farm, Tandridge Lane, Tandridge, RH8 9NS	Single storey welfare cabin for use by agricultural workers (Retrospective)	Comment - The Parish Council would like to comment that although the application is Retrospective, the Parish council would not want to see the cabin turned into habitable living space.

2019/773	44 Ockleys Mead, Godstone, RH9 8AY	Conversion of roof space to habitable use to include a rear dormer, 2 front rooflights and conversion of roof from hip to gable end (Application for a Certificate of Lawful Development for a Proposed Development)	Noted
2019/597	Lynton, Eastbourne Road, Godstone, RH9 8EH	Conversion of roof space from storage area to habitable use including rear dormer and velux windows to front. (Application for a Certificate of Lawful Development for a Proposed Development)	Noted

10.3 Appeal

TA/2018/1461	8 Selbourne Square, Godstone, RH9 8AT	Erection of detached dwelling - Appeal
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10.3.1 The Appeal was noted, and the Parish councils' previous objections, and as previous comments will be taken into consideration, no further action was deemed necessary.

11. Finance Matters

11.1 Accounts for payment - to approve **MAY** accounts for payment

GPC Ref.	Business	Invoice	Invoice Date	Payment For	Net amount	VAT	Invoice Total
Direct Debits							
G566	British Gas	399264	16.05.2019	Electricity Bill	£35.83	£1.79	£37.62
G569	BT	VP49642670	17/05/2019	Telephone and Internet	79.36	15.87	£95.23
G575	NEST			May Pension contribution	133.47		133.47
Invoices for Payment							
G567	F A Bartlett	38308795-0	09.05.2019	Works at BH Common - Prune Poplar	£600	£120	£720.00
G568	F A Bartlett	38309168-0	07.05.2019	Works at BH Common - Cracked Willows	£1,280	£256	£1,536.00
G570	S Endersby			Expenses - Annual Parish meeting	17.79		17.79
G571-73	Salaries			May x 3 Employees	1834.21		1834.21
G574	HMRC			NI and Income Tax	300.12		300.12
G576	Surrey Wildlife Trust	13339	23.05.2019	Management of Blindley Heath	2170.03	434.01	2604.04
G577	Gardenwise Estate Management	05-6586	30/05/2019	Grass Cutting Contract	2030		2030
G578	Gardenwise Estate Management	05-723	30-May	Maintenance contract	918		918
Total Payments					£9,398.81	£827.67	£10,226.48

* Salaries paid in accordance with 7. Payment of Salaries of the Parish Council Financial Regulations.

RESOLVED - Councillors unanimously approved the payments listed totalling **£10,226.48** on payment of salaries and two councillors countersigned all invoices.

ACTION - 6/2019 - 10a - Clerk to arrange the payment of invoices.

11.2 Summary Financial Report to **APRIL** receive and review - It was noted that this would be provided at the next Parish council meeting due to workload of the Clerk to catch up on since Annual leave.

ACTION - 6/2019 - 11 - Clerk to prepare Financial Summary report for April and include items 11.3 in the summary.

11.3 Restricted Funds Summary, Designated Funds Summary and Virements - As above.

- 11.4 Annual Governance and Accountability Return (AGAR) – End of year External Audit
- 11.4.1 Report from the Finance Committee – It was reported that the committee had completed the Annual Governance Statement and the approved the appropriate resolution.
- 11.4.2 Review and approve Section 2 - Accounting Statements
- i. Confirm the Responsible Financial Officer (RFO) has signed and dated 'Section 2 - Accounting statements 2018/19' of the AGAR

RESOLVED – Councillors confirmed that the RFO) had signed and dated 'Section 2 - Accounting statements 2018/19' of the AGAR

- ii. Parish Council (the smaller authority) – Approval of the Accounting Statements - the smaller authority, in the following order:
- (a) Considered the Accounting Statements by the members meeting as a whole;
- (b) Considered the Accounting Statements for approval

RESOLVED – Councillors unanimously approved the Accounting statements 2018/19 as detailed in the AGAR.

(c) The Accounting Statements were signed and dated by Councillor B Davis as the person presiding at the meeting at which that approval is given.

- iii. Councillors noted that the Clerk would ensure that:
- a. The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return is published by 10 June;
- b. Publish the "Notice" along with the certified AGAR (Sections 1, 2 & 3) before 30 September, which must include publication on the smaller authority's website;
- c. Copies of the AGAR will be available for purchase by any person on payment of a reasonable sum; and
- d. Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication.

12. Greens, Commons and Land - To receive updates, inspection reports from Members' areas of responsibility and consider any recommendations:

- 12.1 Inspection Reports – No urgent matters reported.
- 12.2 Allotments - No urgent matters reported.
- 12.3 Godstone, South Godstone and Godstone Green, to include but not
- 12.3.1 Consider the future of the village car park project
- a. It was noted that Councillor B Davis will be working to help move the project along again.
- b. It was noted that Ashill have a planning application in the area behind the car park

RESOLVED – Councillors unanimously agreed that Councillor B Davis speak with the developers in relation to the development's proximity to the car park.

- 12.3.2 Condition of areas of the grass on Godstone Green and the cricket square – It was noted that any work to improve the grass on the green would need the impact of heavy vehicles going on to the green being taken in to account.

RESOLVED – Councillors unanimously agreed that the posts around the cricket square be removed indefinitely, until cricket resumes on the green.

ACTION - 6/2019 – 12 – Clerk to liaise with the cricket club.

- 12.3.3 The condition of the path up to the church was raised as being reported to the Clerk. It was acknowledged that the agreement when St Nicholas church yard was closed and passed to the Parish council, that the parish council was responsible for maintenance and not improvements.

ACTION - 6/2019 – 13 – Path at the Church to be considered further after the Clerk liaising with the church to investigate what they are prepared to pay towards the path. Path can be included in the specification for various works being prepared.

- 12.3.4 South Godstone Horse Trough

ACTION - 6/2019 – 14 – Clerk to liaise with Councillor J Farnaby and the parish contractor for the horse trough to be replanted.

- 12.4 Hilly Fields
- 12.5 Blindley Heath
- 12.5.1 Grazier letter – Noted that this had been sent. It was reported that the cattle will be going on the land late due to work to cultivate butterflies.
- 12.5.2 SSSI – It was noted that unauthorised cutting back of the SSSI is still happening.

ACTION - 6/2019 – 15 – Clerk to prepare an application to Natural England for a low-level fence to protect the area.

12.5.3 Mirror – Ref: email about SCC policy on mirrors – information on mirrors noted.

ACTION - 6/2019 – 16 – Clerk to prepare a notice stating no permission was granted for the mirror and it will be removed in 1 months' time if it is not taken down.

12.5.4 Grass at St Johns Church – It was noted comments in relation to the state of the grass at St John's churchyard given to the Clerk. It was noted that St John's church yard is not the responsibility of the Parish council.

ACTION - 6/2019 – 16a – Councillor S Farr to liaise with the parishioner who had raised the issue.

12.6 Tilburstow Hill Common

13. Burial Grounds

13.1 Burial Ground Regulations – Councillors considered the following proposed update to the regulations: *"Update regulations to state the number of ashes that can be interred and the requirement to state location of ashes – top left, top right, middle left, middle right, bottom left, bottom right whilst facing the headstone at the top of the plot."*

RESOLVED – Councillors unanimously agreed the proposed change to the burial ground regulations.

ACTION - 6/2019 – 17 – Clerk to update the burial ground regulations.

13.2 Applications for Exclusive Rights of Burial

13.3 Applications for consent to erect Memorials, reported by the Clerk:

13.3.1 Memorial HART approved

13.4 War Memorials and Postengate Farm Memorial Site

ACTION - 6/2019 – 18 – Councillor M McLoughlin to prepare information for the board at the memorial site.

14. Correspondence

- i. Good Neighbour Scheme Launch
 - It was noted that Cllrs B Davis, J Farnaby and C White attended.
- ii. Surrey ALC Bulletin 21-2019
- iii. Press release: New Chairman elected for 2019-2020
- iv. RE: Godstone Tree Works - Godstone Green and Burial Ground - Confirmation of work
- v. FW: Open Space, Park and Green Infrastructure Strategy
- vi. Surrey ALC Weekly Bulletin 21-2019
- vii. SES Water's new water saving campaign Every Drop Counts Tandridge
 - It was noted that the Parish council would wish to just be kept informed.
- viii. Reference: ME-669834 - Surrey Highways: Tandridge Parking Review 2019
 - It was noted no comments.
- ix. Caterham & District Local History Centre AGM Tuesday 4th June

15. Matters for reporting or inclusion on future agendas

- 15.1 Height restrictions for car parks in the parish to be considered, noting damage to some car parks being caused by large vehicles.
- 15.2 The next meeting of the Parish Council will be held at 7.30 pm on Monday 1 July 2019 at St Stephens Church, South Godstone.

Part 2 – No matters raised.

----- Meeting ended at 10.00pm -----

Chairman

Date

Appendix A
Land Management – Greenspaces Committee (Standing Committee)

Terms of Reference and Powers of Delegation

1. Is a standing committee
2. That the quorum required be 3 councillors
3. Committee members may include one or more non-elected residents of the Parish
4. It is proposed to initially hold monthly meetings for the first 3 months after formation to set out the work of the committee
5. In any council year to hold a minimum of 4 meetings
6. On behalf of the full Council the Finance Committee will:
 - 6.1 Manage all of the land owned or under the control of Godstone Parish Council (GPC)
 - 6.2 Investigate the use of any land that may be considered unauthorised and to propose remediation required to the Full Parish Council
 - 6.3 That management decisions agreed, and if required ratified by GPC, are correctly instigated and completed to the satisfaction of the full parish council
 - 6.4 Discuss with residents and interested parties to ensure GPC ownership of the land is not impaired in anyway. Any discussion to be reported in writing to the clerk for noting
 - 6.5 Consider, suggest and agree any proposals for the separation of land to prevent unauthorised usage with fencing, hedging or other method as required or deemed appropriate
 - 6.6 As a result, from either a tree survey or a reported problem to look at timely remedial work together with any other work highlighted as a long-term project
 - 6.7 Review GPC owned land adjoining any public highway with a long-term possibility of Bunding, or any other measure thought appropriate to prevent fly tipping, illegal access or unwanted activity, whilst ensuring legal footpaths and bridleways are correctly maintained and marked, ensuring they may be used safely.
 - 6.8 Every second year, starting in 2020, prior to the APM to visually review the condition of all trees whose crown covers a public area or highway, and should there be a concern to arrange for an individual survey or works to be carried out.
 - 6.9 Have a committee budget for any one council month of £750.00 or maximum of £10,000 in any one financial year in order that minor works may be instigated quickly following email agreement by at least three committee members and via the clerk
 - 6.10 Maintain a continuous single list (keeping historical data) by having the date, location, a description including work carried out, those items requiring completion or any awaiting investigation or reporting.
7. The committee are to provide a written report to the full council of each meeting held
8. The committee will pass responsibility of any legal or possibly legal disputes or action to the Greenspace sub-committee
9. Annually prior to the Annual Parish Meeting ensure that the Parish council appoints the committee members, chair and vice-chair at the Annual Parish Council meeting
10. Members of the Public and press are permitted to attend for the full meeting and may make representations, answer questions and give evidence during the first 15 minutes only, this period may be extended at discretion of the Chairman.
11. The Clerk should ensure that timely agenda publication takes place
12. All other details as per standing order Section 4. Committees and sub committees

Signed Date 2019
Chairman of the Parish Council

At the Extraordinary meeting of
the full Parish council held on 23 May 2019 the following members were appointed to the committee:

Cllrs C Farr, D Stone, M McLoughlin, J Farnaby and S Farr.

At the Extraordinary meeting of the full Parish council held on 23 May 2019 the following members were appointed as Chairman and Vice Chairman of the committee:

Cllr C Farr – Chairman

Cllr M McLoughlin – Vice Chairman

Appendix B
Land Management – Greenspaces Legal and Boundary Sub Committee
Terms of Reference and Powers of Delegation

The legal and boundary Greenspace committee shall :-

- 1) Consist of a minimum of 3 councillors
- 2) Be quorate providing 2 members are present
- 3) Primarily deal with legal and boundary aspects and other matters passed on from the Greenspace committee
- 4) To ratify permissions and wayleaves
- 5) To provide a written report when appropriate to the full council monthly meeting
- 6) To hold the necessary number of meetings in any council year to deal with all matters passed from the Greenspace committee

Signed Date 2019
Chairman of the Parish Council

At the Extraordinary meeting of the full Parish council held on 23 May 2019 the following members were appointed to the committee:

Cllrs C Farr, B Davis, M McLoughlin, J Gardner.