**DOCKENFIELD PARISH COUNCIL**

**MEETING OF THE PARISH COUNCIL**

**Held on Tuesday 20th April 2021.**

**at 8.00pm**

**Via Zoom**

**MINUTES**

**Present:** Paul Wood Chairman

 Chris Sutton

 Richard Blackburn

 Ian McLean

 Clerk: Jessica Hobday

**In attendance:** Michael Rutherford – Planning Committee

 David Harmer SCC Councillor

**\*\* The Chairman expressed condolences to the Queen and her family for the passing of Prince Philip \*\***

**1. Apologies for absence:**  Jill Trout

**2. Members Disclosure of interests for items on the agenda**

* There were no disclosures of interest.

**3. Minutes of the previous meeting held on Tuesday 16th March 2021** having been circulated via email and were taken as read, approved by Richard Blackburn, seconded by Chris Sutton and it was **resolved** that due to our lack of an eSignature platform the minutes will be signed at the next available opportunity in person by the chairman.

**4. Matters arising.**

* There were no matters arising.

**5. Members of the Public wishing to speak.**

There were no members of public.

**6. Open Spaces Group**

* The Open Spaces group have met and considered the issue of Horsetail in Fritz’s Field. This has dramatically spread over the last few years.
* A method of reducing its impact is to cut it at this time of year.
* Harvey Ricketts has now cut the field and will be sending an invoice for £70 to the PC.

**7. Phone box**

* Paul Wood has been trying to contact the resident who has offered to do the work on the phone box.
* It was **resolved** to bring any updates to the next meeting.

**8. Surrey County Councillors Report**

* David Harmer updated the PC on SCC.
* SCC next meeting will be after the election.
* Bealeswood Lane is number 2 on the list for works. Once Tilford and Churt works have been finished it will be the next to be completed.
* Some preliminary works have been started on Bealeswood Lane.

**9. Waverley Borough Councillors Report**

* No WBC Councillor attended this meeting.

**10. Annual Parish Meeting**

* This is to be held via zoom on Tuesday 4th May 7pm
* It was **resolved** to keep the meeting short and discuss any urgent matters. But the meeting will be adjourned until later in the year.
* The Parish Council will arrange a residents meeting when they feel it is safe to do so.

**11. Planning**

* There were no planning applications.
* It was noted that the Meadowbrook application had been approved.
* A resident has expressed concern over the construction carpark at Dockenfield Farm. It was **resolved** to note when works are completed that this is returned to a field as of the conditions of planning approval. If not re-instated, then the Parish Council will contact WBC enforcement.

**12. DPC Website**

* The website is now live.
* The cost of the monthly charge for Weebly has come out slightly more due to not wanting adverts on the website. This is now £108.00 per annum.
* This was **approved** by the Parish Council.

**13. Approval of Draft Accounts and AGAR**

* The accounts were circulated by the RFO via email before the meeting.
* They will be attached and form part of these minutes.
* It was **resolved** that the accounts and AGAR can be sent to the internal auditor.

**14. Payment Approvals**

* DNL edition 284 £170.00 Treloar Trust (IKC)
* Surrey ALC Ltd Subs £153.29
* Microsoft Annual Sub for Clerk Computer £79.99 - J Hobday
* Weebly Pro Site Bundle Plan (Parish Website) £108.00 – Paul Wood
* All Payments were **Approved** by the Parish Council

**15. Next Meeting Date**

* Annual Parish Council Meeting and Annual Parish Assembly Tuesday 4th May 7pm Via Zoom.
* Parish Council Meeting Tuesday 15th June. 8pm Venue to be confirmed.
* Ian Mclean **actioned** the clerk to contact Anne Bott at Surrey ALC for an update on meeting procedures (hybrid)
* **Action** Clerk to contact Frensham PC about costings to hire there meeting space.

**Chairman**