

OXTED PARISH COUNCIL

Minutes of the Meeting held on Tuesday 8th November 2011 at 7.30pm in the Meeting Room, Community Hall, Church Lane, Oxted.

Present: Councillors: Mr T Dillon (TD)
Mr M Fisher (MF)
Mrs B Harling (BH)
Mrs S Hayward (SH)
Mrs L Parker (LP)
Mr S Paterson (SP)
Mrs D Wallace (DW)
Mr D Weightman (DW)
Mrs K Weightman (KW)
Mr P Whitehurst (PW)
Mr R Wingate (RW)

Parish Clerk: Mrs D Marshall
In attendance: 1 member of the public, Catherine Sayer (OLRG), Councillor Gordon Keymer, Councillor Nick Skellett, Councillor David Hodge

Opening Prayers led by Mr R Wingate

Item		Action
1	<u>Apologies for absence</u> Apologies for absence were received and accepted from Mr A Deane.	
2	<u>Declarations of Interest</u> Mrs S Hayward declared an interest in planning application TA/2011/1309, 18 Holland Road, as the applicant is a personal friend. Mrs B Harling declared an interest in planning application TA/2011/1336, 18 Westlands Way, as the applicant is a personal friend.	
3	<u>Minutes of the previous meeting</u> The minutes of the meeting held on 11 th October 2011 had been circulated, and it was resolved: that the minutes be approved.	
5	<u>Oxted & Limpsfield Residents' Group:</u> Mr Weightman welcomed the Chair of Oxted & Limpsfield's Residents' Group (OLRG), Catherine Sayer, to the meeting and invited her to address the Council: Ms Sayer explained that the group was formed in 2008, as a response to the Core Strategy and the threat to the green belt. The group has over 900 members, with a committee of 12 who take the day to day decisions. Consultation of members is mainly undertaken by email. The group is not political. Mr and Mrs Al Fayed have been very generous in	

	<p>donating both planning experts and lawyers.</p> <p>OLRG concentrates mainly on planning issues, with the exception of canvassing against the proposed pay and display scheme. Central issues currently are protecting the greenbelt, the NPPF, and the lorries.</p> <p>Ms Sayer outlined the conditions OLRG are trying to have imposed at the Oxted Chalkpit Review in 2012: limit lorries to 20 per working day, avoid school time, minimum of 10 minute intervals, covered lorries, each lorry to visit the weighbridge, land owner to make good highway issues. OLRG are working with Woldingham Action Group, who seem supportive.</p> <p>Sandpit: a number of conditions have been suggested, including minimising lorry movements to 34. Killoughy have appealed, and a decision is awaited – Councillor Hodge commented that the appeal seems to have been successful.</p> <p>NPPF: OLRG met with the minister, through local MP Sam Gyimah, and are concerned that the document is not robust.</p> <p>Mr Fisher supported the main points being made by OLRG. He felt that the prime concern was to ensure a volume restriction is achieved for Chalkpit lorry movements. This is particularly important as the volumes moved and the number of lorry movements do not correlate – the traffic counter has counted up to 118 lorry movements a day. A restriction on lorry movements would be the easiest thing to police and control. He accepted that controlling the frequency of lorries is difficult to achieve when lorries are approaching from different contractors and different directions. Speed restrictions may help the situation, perhaps restricting <i>only</i> lorries to 20mph.</p> <p>Ms Sayer suggested that it would be good for OLRG and the Parish Council to remain in contact and to work more closely together in future. Mr Weightman thanked Ms Sayer for coming to the meeting, and for her overview.</p>	
<p>4</p>	<p><u>Public Session</u></p> <p>The Chairman adjourned the meeting to hear comments from members of the public.</p> <p>Councillor Hodge advised the Council that 97,000 tonnes had been brought into the Chalkpit site to-date, which realistically meant that operation would be unlikely to resume before January 2012. He commented that traffic issues are taken seriously and that he would try and remedy these issues. Two million tonnes can still come into the Chalkpit and chalk can still come out. Councillor Hodge committed to do all he could to fight the traffic movements. With regards to the Sandpit he commented that inspectors are not concerned about lorry movements. He expressed concern at the likely hood that lorries travelling in both directions along Barrow Green road would come across horse riders, as Mr Fisher outlined the dangers of them meeting at the bend in the road.</p> <p>Councillor Skellett commented that Surrey County Council would be seeking to restrict lorry movements when revising conditions, and would aim for a restriction of 20 or less per day. This will be finally determined next summer. There is a question over whether the 1997 consent, actually consents the actions we've seen – the view is that there has been a change of use. This would be difficult to enforce, but may be used as a lever. The applicant may seek a permit for a further 50,000</p>	

	<p>tonnes to start in January 2012 (an increase from 100,000 to 150,000). He also commented that the Environment Agency are the body to monitor what is going in and out of a site, and not the County Council, and that community actions and protests seem to be very significant when viewed in court.</p> <p>Councillor Keymer commented that under the Localism Bill if you have a Core Strategy in place, you are in a much stronger position. He also commented that the new housing figures are encouraging.</p> <p>Mr Fisher thanked Councillor Skellett for his support during the parking review, and Mr Paterson commented that he was very pleased that the proposal was comprehensive, and not peacemeal. Councillor Skellett suggested that comments/suggestions should not stop with the paper, but should continue. The Clerk also added her thanks to Councillor Skellett for his support in gaining and maintaining access to the burial ground.</p> <p>Mr Bristow advised the Parish Council that the hedgerow was overgrown and encroaching the footpath by the railings and roundabout at the junction of Bluehouse Lane/Station Road East.</p>	DM
6	<p><u>Chairman's announcements</u></p> <p>6.1 The Chair reported on his liaison with the Ramblers Association, the Surrey County Council footpaths officer, and the owner of Coltsford Mill, Hurst Green regarding footpath 106. Philippa Gates (SCC) had approved the suggested specification of works and this needed to be circulated to the land owner, the Ramblers Association and the Hurst Green Society for agreement before work can proceed.</p>	
7	<p><u>Clerk's Report</u></p> <p>7.1 The Clerk reported that she had actioned the items identified at the October meeting, and any matters arising were covered on the agenda or under correspondence:</p> <p>7.2 (6.7) The Clerk updated Councillors on the access issues at the Burial Ground. Following the October meeting the Clerk contacted Angie Austen, the local Police Inspector, and Nick Skellett, County Councillor, to seek assistance with the commuter parking issues. The police visited and assessed the site. Mr Skellett delivered traffic cones to the site personally, and arranged for a member of the highways team to visit and discuss future preventative measures. Mr Weightman placed no parking signs along the church boundary. The Clerk bagged all of the excess waste surrounding the bin, and arranged for an additional visit from BIFFA so that the bin has finally been emptied. Councillors welcomed the news that it is proposed to put further double yellow lining along the entrance of the access road, and around the burial ground entrance.</p> <p>7.3 (6.9) The Clerk advised Councillors that she had now exhausted all avenues of enquiry regarding the disappearance of the War Memorial panels in Old Oxted, having contacted SCC, TDC, the British Legion, the householder and neighbours, potential contractors etc. The Clerk suggested that an article in the local paper appealing for information may be helpful. The Parish Council resolved that the Clerk and Mr Fisher should write a press release.</p> <p>7.4 (7.5) The Clerk confirmed that none of the changes proposed under the 2013 Review of Parliamentary Constituencies in England seemed to affect the Oxted</p>	DM/MF

	<p>area.</p> <p>7.5 (9) The Clerk had responded to TDC with Parish Council comments on the proposed Lighting Replacement Project, and explained the Parish Council's preference for Station Road West lighting to be consistent in style with the traditional lighting in Old Oxted.</p> <p>7.6 (10) The Clerk had advised Chris Berry, of Oxted United Charities, that the Parish Council had resolved for both Mary Sellar and Barbara Harling to return to office.</p> <p>7.7 (11) The Clerk had responded to the National Planning Policy Framework consultation, supporting the District Council response.</p> <p>7.8 The Clerk advised Councillors that she had managed to find a contractor to repair the notice board in Gordon's Way. The cost quoted would be £295 for replacement soft wood legs, including labour and fixing. Replacement oak posts would cost approximately an additional £100 each, with hard wood being somewhere in between. Councillors felt hard wood would be longer lasting, unless it was possible to fit the legs into metal inserts. The Clerk was asked to enquire and proceed with the work. Mrs Weightman asked whether it would be possible to have sundealer board fixed to the front of her board as fixing notices to the board was difficult.</p> <p>7.9 The Oxted Chamber of Commerce had approached the Parish Council about financial support for the Oxted Christmas Lights - under correspondence. The Chamber are endeavouring to raise the funding needed for a replacement programme. The cost of each years' annual running costs are met by the businesses in Oxted, and this is an additional cost. The Parish Council resolved to contribute £1,500 towards the replacement programme.</p> <p>The Clerk had also had discussions with the Chair of the Chamber of Commerce, Mr Paul Dashwood, regarding the provision and use of grit to keep Station Road East and West snow/ice free and the shops open, during bad weather. Mr Dashwood was keen to identify sites in each road, behind premises, that could be used for storing a lockable container of bagged grit/salt, and suggested that a meeting between the Chamber, the Parish Council and TDC would be useful. It was agreed that Mr Fisher and the Clerk would attend to see what could be achieved with all bodies working together. The Clerk suggested inviting the Chamber of Commerce to address the Parish Council, and Councillors asked the Clerk to invite the Chair to either the December/January meeting.</p>	<p>DM</p> <p>DM</p> <p>DM</p>
<p>8</p>	<p><u>Correspondence -appendix 1</u></p> <p>Councillors were advised of items of correspondence received, as detailed on the list of correspondence (appendix 1):</p> <p>For information:</p> <p>8.1 Notification of road closure for Oxted Chamber of Commerce late night shopping evening - 1st December.</p> <p>8.2 Notification of election costs - £5,593.18.</p> <p>8.3 Consultation on proposed shared site at Oxted Rail Station for Telefonica and Vodafone.</p> <p>8.4 Digital switchover community pack received.</p>	

	<p>8.5 Surrey Highways, bad weather posters received for the parish notice boards. For action: 8.6 Oxted Chamber of Commerce request for funding support for the replacement of Christmas lighting – refer to 7.9 8.7 Quote received to repair notice board in Gordon’s Way – refer to 7.8 8.8 Gatwick Master Plan consultation received. In the absence of Mr Deane, Mr Weightman agreed to consider the consultation and report back to the Parish Council. 8.9 TVSC network luncheon – Thursday 24th November. Mrs Harling, Mrs Parker and Mr Paterson wished to attend – Clerk to accept invitation. 8.10 Minerals and Waste Sites, Supplementary Options consultation.</p>	<p>DW DM</p>
<p>9</p>	<p><u>Planning</u></p> <p style="text-align: center;">APPLICATIONS ACKNOWLEDGED AS VALID 10th – 14th October 2011</p> <p><i>Mrs S Hayward declared a personal and prejudicial interest in the next item, as she knows the applicant, and left the meeting</i></p> <p><i>Application Number</i> <i>Case Officer</i></p>	

**APPLICATIONS ACKNOWLEDGED AS VALID
17th – 21st October 2011**

Application Number

TA/2011/1355

Erection of single storey extension to rear elevation.
64 Central Way, Oxted, RH8 0LY

No comment

Case Officer

Mr Robin Evans

**APPLICATIONS ACKNOWLEDGED AS VALID
31st October – 4 November 2011**

Application Number

TA/2011/1407

Erection of single storey extension to rear elevation. (Certificate of Lawfulness for Proposed development)

22 Peter Avenue, Oxted, RH8 9LG

Leave to officers

Case Officer

Mr M. Briant

Application Number

TA/2011/1386

Erection of brick built pizza oven (retrospective) and erection of brick built gas barbecue.

Woodhurst Cottage, Quarry Road, Oxted, RH8 9HF

No comment, but concern over impact on neighbours

Case Officer

Mr W Spencer

Application Number

TA/2011/1396/TCA

Fell 1 Conifer

The Old Cottage, Broadham Green Road, Oxted RH8 9PF

Leave to arboriculturist

Case Officer

Mr J Mitchener

Mr Dillon advised Councillors that he had noticed a flashing sign above the porch of Mortons the Padlock in Station Road West, and he couldn't recall seeing a planning application for the sign. The Clerk was asked to seek advice from the planning department at TDC.

DM

10.1 A cheque list had been circulated (appendix 2) and was approved:

Cheque number	Amount	Payee
1866	£ 102.26	HM Customs & Revenue (NI & Tax Nov)
1867	£ 775.77	D Marshall (Clerk's salary Nov)
1868	£ 229.32	SCC (Nov pension contribution)
1869	£ 70.39	D Marshall (Clerk's expenses)
1870	£ 672.00	Complete Landscapes (BG maintenance Oct)
1871	£ 55.34	BIFFA Waste (BG - additional empty)
1872	£2000.00	Master Park (2 nd & 3 rd quarter grant)
1873	£ 342.00	BDO LLP (External Audit)

11

Burial Ground and War Memorials

11.1 Mr Dillon commented that the War Memorial in Oxted didn't get cleaned prior to Remembrance Sunday this year.

11.2 Mr Fisher raised concern over the performance of the Burial Ground contractor in recent months. This was discussed, and various causes for concern were aired: untidiness, grass cuttings left on graves, missed visits and the accuracy of a recent invoice. The Clerk had received complaints about the lack of grass cutting during the month.

11.3 Mr Weightman was asked to clarify what the contract states regarding the quality of the service to be provided, which he did by reading from his copy; as the contractual requirements are general in nature, reference to the contract to try to enforce service improvement was not pursued.

11.4 Recent notification from the contractor stating that the company name had been changed, along with telephone numbers, was discussed. Mr Weightman explained the reasons for taking such action, by referring to an email from the contractor to all his customers, sent on 6th November.

11.5 When doubts about the wisdom of continuing the contract were expressed, Mr Weightman said he would resign as Burial Ground Officer and as Chair of the Council if the Council decided to vote on whether to give notice to terminate the contract.

11.6 Mr Weightman was unhappy that the Clerk had circulated an email from the contractor to Councillors without referring to him.

11.7 The Clerk defended her action in copying an email to councillors on 7th November she had sent Mr Weightman, in which she expressed her concern about the de facto change of trading name without notice and the risk that Oxted Parish Council would face if the contractor's public liability insurance was no longer valid.

11.8 An offer from a member of the public present (Mr R Bristow) to depart was accepted.

11.9 Mr Fisher proposed that a warning letter be sent to the contractor, detailing the Parish Council's causes for concern and referring to previous verbal warnings. As no councillor apart from Mr Weightman spoke against this proposal, it was agreed. The Clerk was asked to send a letter to the contractor.

DM

12	<p><u>Council property</u> 12.1 Mrs Parker advised councillors that her notice board had been vandalised – the oak leaf motif had been chiselled from the board. The Clerk was asked to source a quote for repair.</p>	DM
13	<p><u>Parking and traffic matters</u> 13.1 It was noted that all of the pot holes in Silkham Road had now been filled in. 13.2 The Parish Council felt that Mr Skellett’s draft proposals on the parking review were comprehensive, and the Clerk was asked to write to the Local Committee to advise that they have the Parish Council’s full support.</p>	DM
14	<p><u>Commemoration of the Queen’s Diamond Jubilee</u> 14.1 Mr Wingate suggested that a Working Party should be formed to discuss and consider options for celebrating the Queen’s Diamond Jubilee. This was agreed and a Working Party formed: Mr Wingate, Mrs Wallace, Mrs Hayward and Mrs Parker. Mr Wingate to arrange a meeting and report back to the next Parish Council meeting.</p>	RW
15	<p><u>Matters for inclusion on future agenda</u> 15.1 Consideration of Grant Aid procedures</p>	
	<p>There being no further business to discuss, the Chairman closed the meeting at 10.12pm.</p>	