

OXTED PARISH COUNCIL

Minutes of the Meeting held on Tuesday 13th September 2011 at 7.30pm in the Meeting Room, Community Hall, Church Lane, Oxted.

Present: Councillors: Mr A Deane (AD)
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) – *part meeting*
Mrs K Weightman (KW)
Mr R Wingate (RW) – *part meeting*

Parish Clerk: Mrs D Marshall
In attendance: 4 members of the public

Opening Prayers led by Mr M Fisher

Item		Action
1	<p><u>Apologies for absence</u> Apologies for absence were received and accepted from Mr P Whitehurst, who was on holiday, and Mr D Weightman who would be late due to another engagement. Mrs L Parker, the Vice-Chair, chaired the meeting in Mr Weightman's absence.</p>	
2	<p><u>Declarations of Interest</u> Item 9: Mrs S Hayward declared an interest in planning applications: TA1014 Foyle Farm, TA1078 Downs Way and TA/1070 Diamond Farm, as she knew the applicants.</p>	
3	<p><u>Minutes of the previous meeting</u> The minutes of the meeting held on 12th July 2011 had been circulated, and it was resolved: that the minutes be approved.</p>	
4	<p><u>Public Session</u> The Chairman adjourned the meeting to hear comments from members of the public. Mr Trevor Lawrence made a representation to the Parish Council regarding the planning application at Diamond Farm. <i>Mr Robert Wingate joined the meeting at this point.</i></p>	

	<p>Mr Tony Pinner and Mr Derek Dudley raised concerns with the Parish Council regarding the standard of maintenance at the Burial Ground, and the lack of care shown by the contractor. They also reported that grave stones had been damaged, and were marked with tyre marks, suggesting that the graves had been ridden over with ride-on mowers. The Clerk thanked them for their concern and for bringing these matters to the attention of the Parish Council, and reassured them that the matters would be investigated.</p>	
5	<p><u>Chairman's announcements</u></p> <p>The Chairman had nothing to report, but invited Mr Andrew Deane to address the council. Mr Deane informed the Parish Council that he had been offered a job in Australia, which he was considering, and that he would keep the Parish Council informed.</p>	
6	<p><u>Clerk's Report</u></p> <p>6.1 The Clerk reported that she had actioned the items identified at the July meeting, and any matters arising were covered on the agenda or under correspondence.</p> <p>6.2 (6.2) The Clerk received funding contributions from TDC and SCC for the pole for the proposed CCTV in Hurst Green, and raised a cheque over the summer break (see cheque list) so that the order could be placed.</p> <p>6.3 (6.3) The Clerk had received a quotation for sign writing from Ovenden signs, but still awaits the final quotation in order to make an application for funding. Clerk to chase up.</p> <p>6.4 (6.7) The Clerk was unable to establish who had instigated the lining at Hurst Green Railway Station, but following a number of complaints, the lining has since been removed.</p> <p>6.5 (6.8) The Clerk liaised with the Operations Manager of Southdown PSV, regarding recent instances of buses being obstructed by badly parked cars. Although he agreed that there had been occasions where this was the case, he felt that this happened from time to time, and wasn't an issue. The Clerk also raised the issue of a driver being seen urinating against a tree in Hurst Green. The Operations Manager agreed to have a word with his staff, and asked that if this reoccurs that he is notified as quickly as possible, with day and time, so that he may rectify the situation.</p> <p>6.6 (7.1) The Clerk collated the Councillors views on TDC's Climate Change Action Plan, and responded to the consultation before the deadline.</p> <p>6.7 (8.2) David Weightman did not receive a copy of the objection lodged by TDC before the deadline for the Kent Minerals & Waste Development Framework Consultation. The Clerk found that the deadline had been extended and made an objection on behalf of the Parish Council.</p> <p>6.8 (8.3) The Clerk advised Mr. Chris Berry that the Parish Council would like him to continue to stand as a nominative trustee for Oxted United Charities.</p> <p>6.9 (8.4) The Clerk advised St.Agatha's Hall Committee that the Parish Council had approved their request to use Grant Aid funds for rendering the building.</p> <p>6.10 The Clerk wished to advise Councillors that she had submitted a planning application on behalf of the Parish Council for the proposed new village sign for</p>	DM

	Hurst Green. 6.11 During the Summer break the Clerk received a further application for Oxted Sandpit for a time extension. The Clerk resubmitted the Parish Council's previous objections.	
7	<p><u>Proposed Landfill Site at Covers Farm, Westerham</u></p> <p>Westerham Parish Council, and local residents and businesses have been strongly objecting to the inclusion of this site in the Kent Minerals and Waste Plan. Westerham Parish Council have been assured by the site owners that the huge number of lorry movements would not be travelling through the streets of Westerham, but would approach the site from the A25 in the other direction ie through Oxted. A public meeting is being held on Monday 19th September, and the Chair, Mr David Weightman, agreed to attend representing Oxted Parish Council.</p>	DW
8	<p><u>Correspondence -appendix 1</u></p> <p>8.1 Councillors were advised of items of correspondence received, as detailed on the list of correspondence – appendix 1.</p> <p>8.2 Mrs Barbara Harling and Mrs Liz Parker agreed to represent the Parish Council at the TVSC network luncheon on the 29th September. Clerk to accept invitation.</p> <p>8.3 The Parish Council agreed that Mr Paul Whitehurst would continue to represent the Council on the CAB Management Committee. Clerk to advise.</p> <p>8.4 Mr David Weightman, Mrs Karen Weightman, Mrs Denize Wallace and Mr Martin Fisher all wished to accept the Royal British Legion's invitation to attend the Remembrance Day Parade and Service. Clerk to advise.</p> <p>8.5 The Clerk was asked to consider the Aggregates Recycling Joint Development Plan document for the Minerals and Waste Plan Consultation.</p> <p>8.6 Mr David Weightman, Mrs Karen Weightman, Mrs Liz Parker, Mrs Barbara Harling and Mrs Denize Wallace wished to accept the Chairman of the Council's invitation to the World's Biggest Coffee Morning. Clerk to advise.</p> <p><i>Mr David Weightman joined the meeting at this point.</i></p> <p>8.7 The Council was asked to make comments on the Draft Recommendations of the Electoral Review of Surrey. The Parish Council felt that removing Tandridge from the Oxted Division would split the local community, a view shared by Tandridge Parish Council. The Parish Council agreed to support Tandridge Parish Council's objection – Clerk to respond accordingly.</p> <p>8.8 A request for a £500 grant was received from Ridge Radio. The Clerk was asked to advise the Radio Station of the Grant Aid programme.</p> <p>8.9 The Parish Council agreed to accept the invitation to join the Surrey Police's Active Citizen Scheme – Clerk to action.</p> <p>8.10 Oxted & Limpsfield Resident's Association asked the Parish Council for comments on the draft National Planning Policy Framework. The Parish Council asked the Clerk to advise that they would be making their own response.</p>	<p>DM</p> <p>DM</p> <p>DM</p> <p>DM</p> <p>DM</p> <p>DM</p> <p>DM</p> <p>DM</p> <p>DM</p>
9	<u>Planning</u>	

APPLICATIONS ACKNOWLEDGED AS VALID

8th – 12th August 2011

Application Number

Case Officer

Mrs Sue Hayward declared a personal & prejudicial interest in the next item, as she knows the applicant, and is the Case Officer

APPLICATIONS ACKNOWLEDGED AS VALID

15-19 August 2011

Application Number

TA/2011/1078

Case Officer

Mrs S Field

Demolition of existing flat roof side element and garaging. Erection of two storey side extension to 34 Downs Way and erection of 1 x 2 bed and 1 x 3 bed attached dwellings with associated garages.

34 and Land Adj to 34 Downs Way, Oxted, RH8 0NZ

OBJECT: overdevelopment of site

Mrs Sue Hayward returned to the meeting.

Application Number

TA/2011/1091

Case Officer

Ms V Riddle

Demolition of workshop (Class B2). Erection of building serving as an office (Class B1).

Land rear of 15-17 High Street, Oxted

No comment, but express concern over any increase in traffic, and parking

Application Number

TA/2011/1092

Case Officer

Ms V Riddle

Demolition of workshop (Class B2). Erection of building serving as an office (Class B1) (Conservation Area Consent).

Land rear of 15-17 High Street, Oxted

Leave to officers

Application Number

TA/2011/1041

Case Officer

Ms V Riddle

Change of use of part of ground floor from residential (Class C3) to dental surgery.

75-77 High Street, Oxted, RH8 9LN

OBJECT: lack of parking for patients

1 Bay Trees, Hurst Green, RH8 0BF

No comment

Mrs Sue Hayward declared a personal & prejudicial interest in the next item, as she knows the applicant, and left the meeting.

Application Number

Case Officer

TA/2011/1070

Mrs S Field

Change of use of former agricultural buildings to provide five business units classes B1 and B8, store, together with 12 parking spaces, yard and landscaping.
Diamond Farm, Holland Road, Hurst Green, Oxted, RH8 9BQ

OBJECT: encroaching on the greenbelt

Mrs Sue Hayward returned to the meeting.

**APPLICATIONS ACKNOWLEDGED AS VALID
22nd – 26th August 2011**

Application Number

TA/2011/1111

Erection of single storey rear extension and first floor side extension.
1 The Maltings, Oxted, RH8 9DZ

No comment

Case Officer

Mr Robin Evans

Application Number

TA/2011/1108

Demolition of garage. Erection of single storey extension to north-west elevation.
(Certificate of Lawfulness for a Proposed Development)
15 Gordons Way, Oxted, RH8 0LN

Leave to officers

Case Officer

Mr M. Briant

**APPLICATIONS ACKNOWLEDGED AS VALID
30th August – 2nd September 2011**

Application Number

TA/2011/1145

Erection of conservatory to rear elevation.
13 St Marys Close, Oxted, RH8 9LJ

No comment

Case Officer

Ms A Song

**APPLICATIONS ACKNOWLEDGED AS VALID
5th – 9th September 2011**

Application Number

Case Officer

	<p>Demolition of conservatory and front dormer window. Erection of two storey extension to north elevation incorporating balcony, two storey extensions to east and west elevations and dormer window to south elevation.</p> <p>Cobs Hatch, 24 Greenhurst Lane, Hurst Green, Oxted, RH8 0LB</p> <p>No comment</p>	
10	<p>Land Adjacent to 19, Beadles Lane</p> <p>10.1 The Parish Council was asked to consider whether the land adjacent to 19, Beadles Lane could be put to use for any community purpose. The land had already been considered for housing and was deemed unsuitable. The land is effectively land locked. Tandridge District Council had been approached by a resident, requesting to purchase the land. The Parish Council could not think of an appropriate use, but was concerned that the land was not sold to enable the resident to pursue a development, using his/her property to provide access – perhaps a lease could be considered. Clerk to respond.</p>	DM
11	<p><u>Finance</u></p> <p>11.1 A list of cheques had been circulated and was approved – appendix 2.</p>	
12	<p><u>Burial Ground and War Memorials</u></p> <p>12.1 Members of the public had attended the meeting, and were unhappy with the standard of maintenance at the Burial Ground. It was agreed that the problems needed to be investigated and monitored.</p> <p>12.2 Mr David Weightman wished to notify the owners of the cars parking outside the Burial Ground of the intention to place large stones on the verge to prevent future parking.</p> <p>12.3 Mrs B Harling raised the issue of maintenance in St. Mary’s Extension, and the Clerk asked if this could be addressed outside of the meeting, as it should be taken up with St.Mary’s.</p> <p>12.4 The forthcoming Remembrance Parades were discussed, and it was agreed that Mrs Denize Wallace and Mr Paul Whitehurst would lay the Parish Council wreaths.</p>	DM/DW/ DW
13	<p><u>Council property</u></p> <p>13.1 Mrs Karen Weightman reported that her notice board was still leaning, and had not been repaired – Clerk to chase.</p> <p>13.2 Mrs Barbara Harling reported that the cork was lifting on her notice board, and Mr David Weightman agreed to take a look at it.</p> <p>13.3 Mr Robert Wingate suggested to Council that it would be beneficial to have public information notices on the notice boards, such as crime stoppers and Surrey conciliation services. He agreed to obtain a supply of notices for each board.</p>	DM DW RW
14	<p><u>Parking and traffic matters</u></p>	

	<p>14.1 Mr Martin Fisher reported that he had argued against the road lining in Chichele Road, and was now very concerned that the knock-on effect this had caused with parking in Barrow Green Road was dangerous. The Headmistress at St. Mary's School has also expressed concern about safety issues. Councillors asked the Clerk to write to Nick Skellett, outlining the issues and asking for officers to undertake a site visit at 3.30pm.</p> <p>14.2 The wall in Brook Hill had been repaired, and the road re-opened.</p> <p>14.3 Overgrown vegetation reported in Holland Lane by the railway bridge.</p> <p>14.4 An additional salt bin located near 116, Wolfs Wood.</p> <p>14.5 A willow tree at the junction of Holland Road/Popes Lane obstructs the sight lines.</p>	<p>DM</p> <p>DM</p> <p>SH/DM</p>
15	<p><u>Matters for inclusion on future agenda</u> Nothing to report.</p>	
	<p>There being no further business to discuss, the Chairman closed the meeting at 9.20pm.</p>	

Correspondence - 13.9.11

Appendix 1

Information regularly received:

Hurst Green News - monthly

Surrey County Council – Agenda, minutes, Emergency Planning Journal
Tandridge Local Committee minutes and agenda
Tandridge District Council – Agenda and minutes, Planning details and dates of meetings
Surrey Community Action – newsletters
Limpsfield Parish Council – minutes and agenda
East Surrey Parishes liaison Group – minutes and agenda
East Surrey Rural Transport – newsletters
The Voice – Tandridge Voluntary Service Council
The Playing Field – Surrey County Playing Fields newsletter

For information:

1. Surrey Hills Society newsletter.
2. Thank you letters received from the following Grant Aid recipients: Oxted Band, Oxted CAB, Holland Junior School PTA.
3. Oxted Sandpit application for extension of time – the Clerk resubmitted the Parish Council’s previous objections.
4. Temporary road closure: Church Lane, 13th November for Remembrance Parade.
5. The 410 bus service is now running on a Sunday, with a 2 hourly service.
6. Notification of works to the Oxted Wastewater Treatment Works between August 2011 and December 2012.

For action:

1. TVSC Network Luncheon – Thursday 29th September, 12 noon, Hurst Green.
2. Oxted CAB ask whether the Parish Council would like to appoint a representative to sit on the CAB Management Committee.
3. Oxted British Legion Remembrance Day Parade invitation, Sunday 13th November, refreshments from 9.30am.
4. Aggregates Recycling Joint Development Plan Document for the Minerals and Waste Plan Consultation.
5. Invitation for Councillors to attend World’s Biggest Coffee Morning: Friday 30th September, TDC, 10am to 12 noon.
6. Electoral Review of Surrey: consider/make comment on the Draft Recommendations.
7. Request for a £500 grant from Ridge Radio.
8. Invitation to join the Surrey Police’s Active Citizen Scheme.
9. Public meeting in Westerham re the proposals for Covers Farm site: Monday 19th September.
10. Oxted & Limpsfield Resident’s Association have asked the Parish Council for comments on the draft National Planning Policy Framework for consultation – passed to the Planning Working Party
11. The Housing Enabling Officer at TDC asked the Parish Council on whether there could be any community use for land adj. To 19 Beadles Lane – passed to the Planning Working Party.

Appendix 2

CHEQUE LIST – 13.9.11

Cheque number	Amount	Payee
1852	£100.00	SKANSKA (Hurst Green CCTV pole)
1853	£740.00	Complete Landscapes (BG maintenance Aug)
1854	£102.46	HM Customs & Revenue (NI & Tax Sept)
1855	£775.57	D Marshall (Clerk's salary Sept.)
1856	£229.32	SCC (Sept. pension contribution)
1857	£86.12	D Marshall (Clerk's expenses)
1858	£363.17	BIFFA (Burial Ground Waste)
1859	£78.00	SLCC (Clerk Regional Conference)

Burials

588 Cunningham

G of R

None