Present: Mr M Fisher (MF) – part meeting
Mrs B Greenland (BG)
Mrs B Harling (BH)
Mrs S Hayward (SH)
Mrs T Park (TP)
Mrs L Parker (LP)
Mr J Rusby (JR)
Mr D Weightman (DW)
Mrs K Weightman (KW)

Parish Clerk: Mrs D Marshall
Minute taker: Mrs A Howells
In attendance: 1 members of the public

Opening Prayers led by Mr M Fisher

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. <strong>Apologies for absence</strong>&lt;br&gt;Apologies for absence were received and accepted, from Mr T Dillon, who was out of the country, Mr P Green, who was away on business, and Mr P Whitehouse, who was out of the country.</td>
<td></td>
</tr>
<tr>
<td>2. <strong>Declarations of Interest</strong>&lt;br&gt;2.1 Mrs K Weightman, Mrs B Harling and Mrs L Parker declared an interest in the admissions consultation, regarding Limpsfield School. Mrs Weightman read out a statement during public session, and left the room with Mrs Harling and Mrs Parker when the matter was discussed.&lt;br&gt;2.2 Mrs S Hayward declared an interest in Foyle Farm Planning Application as her husband has quoted for the works. Mrs Hayward left the room when this matter was discussed.</td>
<td></td>
</tr>
<tr>
<td>3. <strong>Minutes of the previous meeting</strong>&lt;br&gt;The minutes of the meeting held on 14th December 2010 had been circulated, and following an amendment that Mrs S Hayward was away on business and not sick, it was <strong>resolved</strong>: that the minutes be approved.</td>
<td></td>
</tr>
<tr>
<td>4. <strong>Public Session</strong>&lt;br&gt;The Chairman adjourned the meeting to hear comments from members of the public. There were none.</td>
<td></td>
</tr>
</tbody>
</table>
The Chairman read out a statement regarding Limpsfield School, that schools were funded by the number of pupils not the number of staff, 28 pupils in a class made a class financially viable. Neither St Marys or Holland Junior Schools had any plans to increase their PAN so where would extra children attend junior school? The increased PAN at Limpsfield would affect both Infant Schools in the Oxted PC area.

**Chairman’s announcements**

There were none.

**Clerk’s Report**

6.1 The Clerk reported that she had actioned the items identified at the December meeting, and any matters arising were covered on the agenda or under correspondence.

6.2 The Clerk reported to the meeting and Mr Bristow that the pedestrian finger posts were provided by joint funding from TDC and SCC therefore there was a lack of clarity about who would undertake the maintenance. TDC has stated that they were not responsible for signposting in Oxted and that it was the responsibility of SCC. The Clerk had reported that matter to SCC. Mr Bristow stated that he would raise the matter at the Tandridge Local Committee.

6.3 The Clerk reported to the meeting and Mr Bristow that the strip of land at the back of Master Park belonged to Master Park. SCC had a duty to maintain the public footway but did not own the land. The Public Rights of Way Office had agreed to look at the land and write to the Chairman of Master Park as it was offence to allow trees to over grow a footpath.

6.4 TDC were happy for the Hurst Green sign to be replaced but it would require planning permission if the sign was to be moved. The Clerk would request the Hurst Green Society for drawings if OPC were to put in the application. The sign was now obscured by the tree and needed to be moved, new daffodils would be replanted.

6.5 The clearance of debris from the area of Holland Lane in front of Coldshott was further discussed and it was agreed the Clerk would obtain quotes from three qualified tree surgeons.

*Mrs Harling, Mrs Parker and Mrs Weightman left the meeting.*

6.6 The Clerk reported that OPC were a consultee on the proposal to change the PAN at Limpsfield School and had contacted Hurst Green School and Downsway for their views. Both Schools had expressed concerns, Hurst Green had only 18 children in reception in September 2010, they had been assured that the increase of Limpsfield PAN would only be temporary. Downsway has stated that it could mean staff redundancies if they did not have enough children for two reception classes. Limpsfield were keen to increase their PAN and had the support of the Diocese. Following discussion it was agreed not to support the increased PAN at Limpsfield when other schools were below their PAN for reception classes.

*Mrs Harling, Mrs Parker and Mrs Weightman returned to the meeting.*

6.7 Coltsford Mill public footpath, the Clerk has spoken to the Mr Pearson of the Ramblers Association and the Public Rights of Way Officer who did not believe this footpath was a priority and had no safety concerns. Mr Pearson was not happy about waiting to resolve the matter until after the planning application had
been discussed.
6.8 The Clerk had spoken to Mr C Moore, TDC regarding Mr Fisher being a speaker at the Annual Parish Meeting and Mr Moore had confirmed that there was no conflict.
6.9 The beacon was still not working.

9

Finance
9.1 A list of cheques had been circulated and was approved – appendix 2 subject to a further cheque for £15 for typing the minutes.
9.2 Mr Fisher that although OPC costs would be higher next year as County and District Councils were not putting forward any increases he believed that OPC Precept should remain the same as last year. This was seconded by Mr Weightman and all agreed.

Mr Fisher left the meeting.

7

Correspondence – appendix 1
7.1 Copies of the Surrey Hills Society Newsletter.
7.2 South East Small Rural Towns Programme update.
7.3 Invitation from the British Legion to hold a Poppy Party.
7.4 Closure of Coldshott Play Area, Hurst Green. The Clerk had spoken to Mr S Hyder of TDC who had informed her that the life of a play ground was 25 years and they had kept this play area going for as long as possible but there were big safety issues. The play area will not be replaced. Hurst Green had 6 other play areas which was more than in other areas. Following discussion it was agreed to reply that Cllrs were sorry to note this but would hope that if funds became available then the play area could be reopened as it was in a central area.
7.5 Notification of proposed changes to Surrey Minerals Plan Core Strategy.
7.6 Surrey Fire and Rescue Service Consultation had sent an invitation to a Public Safety Plan briefing on Wednesday 9th February 10am – 1 pm at Reigate. Cllr D Weightman would attend. It was agreed that as the consultation deadline was before the next meeting, the Chairman, the Clerk and Mr Weightman would respond.

8

Planning

APPLICATIONS ACKNOWLEDGED AS VALID
13th – 17th December 2010

Application Number Case Officer
<table>
<thead>
<tr>
<th>Application Number</th>
<th>Case Officer</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TA/2010/1465</td>
<td>Mrs S Field</td>
<td>Erection of barn to provide feed &amp; hay store. Erection of covered area and horse exerciser. Holliway Meadow, Tanhouse Road, Oxted, RH8 9PE</td>
</tr>
<tr>
<td>TA/2010/1489</td>
<td>Ms A Song</td>
<td>Demolition of existing single storey garage and workshop. Erection of two storey rear extension. 7 Central Way, Oxted, RH8 0LS</td>
</tr>
</tbody>
</table>

**APPLICATIONS ACKNOWLEDGED AS VALID**

20th – 31st December 2010

<table>
<thead>
<tr>
<th>Application Number</th>
<th>Case Officer</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TA/2010/1500</td>
<td>Miss R. Burningham</td>
<td>Demolition of 121 Station Road East. Construction of three storey building comprising retail use at ground floor and two x 2 bed flats above. Construction of second floor extension to adjoining building to form one x 1 bed flat together with alterations to rear elevation and to car parking spaces to the rear. 121 - 127 Station Road East, Oxted, RH8 0QE. Would ask officers to ensure there is sufficient parking provision ie that additional new spaces are to be provided</td>
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</table>

**Applications acknowledged as valid**

03 January – 07 January 2011

<table>
<thead>
<tr>
<th>Application Number</th>
<th>Case Officer</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TA/2010/1520</td>
<td>Mr M. Briant</td>
<td></td>
</tr>
</tbody>
</table>
Erection of first floor side extension over garage, single storey and two storey extensions to rear elevation.
17 Gordons Way, Oxted, RH8 0LN
No comment

Mrs S Hayward declared a personal and prejudicial interest in the next item, as her husband had quoted for the works, and left the meeting.

Application Number: TA/2010/1469  Case Officer: Ms A Song
Demolition of conservatory to SE elevation, outhouse and porch to NW elevation, single storey section to NE elevation and two detached outbuildings. Erection of single storey extension to the NW elevation, single storey infill conservatory extension to SE elevation and L-shaped single storey extension to NE/SE elevations with cellar area under to link to detached garage. Reconstruction of barn to NE of farmhouse.
Internal and External alterations
Foyle Farm House, Merle Common Road, Oxted, RH8 9PN
Concerned over the size of the extension, but leave to officers for listed buildings advice

Application Number: TA/2010/1470  Case Officer: Ms A Song
Demolition of conservatory to SE elevation, outhouse and porch to NW elevation, single storey section to NE elevation and two detached outbuildings. Erection of single storey extension to the NW elevation, single storey infill conservatory extension to SE elevation and L-shaped single storey extension to NE/SE elevations with cellar area under to link to detached garage. Reconstruction of barn to NE of farmhouse. Internal and External alterations. (Listed Building Consent)
Foyle Farm House, Merle Common Road, Oxted, RH8 9PN
Leave to officers

Mrs S Hayward returned to the meeting.

Application Number: TA/2010/1482  Case Officer: Mr M. Briant
Erection of rear conservatory.
44 Barnfield Way, Hurst Green, RH8 9QF
No comment
<table>
<thead>
<tr>
<th>10</th>
<th><strong>Annual Parish Assembly</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>10.1 Following discussion it was agreed that reports would be emailed to the Clerk by 8th March.</td>
<td></td>
</tr>
<tr>
<td>10.2 The rota of duties was agreed and Cllrs would need to arrive by 6.30pm. Mr Rusby gave his apologies as he was on Annual Leave.</td>
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</table>

<table>
<thead>
<tr>
<th>11</th>
<th><strong>Burial Ground and War Memorials</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>11.1 Mr D Weightman reported that the contractor had attended the Burial Grounds most weeks.</td>
<td></td>
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<tr>
<td>11.2 Mr Weightman reported that minor stone repairs were needed to the memorial in Master Park.</td>
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<tr>
<td>11.3 Mr Weightman and Mrs Hayward reported that there had been no progress with Mrs Hayward inspecting the Old Oxted War Memorial in order to provide a quote for the works – permission for access was awaited from the cottage owners.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>12</th>
<th><strong>Council property</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Nothing to report.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>13</th>
<th><strong>Parking and traffic matters</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>13.1 Mrs Parker reported that there had been a problem with a resident undertaking motor repair works from a private residence, on the highway, in Pollards Oak Crescent - the Police were progressing the matter.</td>
<td></td>
</tr>
<tr>
<td>13.2 Mrs Parker reported deep potholes in Popes Lane and severe flooding from the field belonging to Perryfields Farm.</td>
<td></td>
</tr>
<tr>
<td>13.3 The potholes on the A25 between the traffic lights and Snatts Hill had reappeared.</td>
<td></td>
</tr>
<tr>
<td>13.4 Mrs Hayward asked about parking charges in Oxted; Mr Weightman explained that SCC were looking at bringing in charges for on street parking but it was not known if this included Oxted. TDC was responsible for off street parking only.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>14</th>
<th><strong>Matters for inclusion on future agenda</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>14.1 Coldshott clearance</td>
<td></td>
</tr>
<tr>
<td>14.2 Crossovers outside the Community Hall and in Station Road East.</td>
<td></td>
</tr>
</tbody>
</table>
There being no further business to discuss, the Chairman closed the meeting at 9.45pm.

Appendix 1

Correspondence – 11.1.11
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 Rail Forum
Surrey Community Action – newsletters
Local Councils Advisory Council – 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
Master Park newsletters
The Playing Field – Surrey County Playing Fields newsletter

For information:

2. South East Small Rural Towns Programme update.
3. Invitation from the British Legion to hold a Poppy Party.
5. Notification of proposed changes to Surrey Minerals Plan Core Strategy.

For action:

1. An invitation to a Public Safety Plan briefing – Wednesday 9th February 10am-1pm, Reigate.
2. Surrey Fire and Rescue Service Consultation – 4th March deadline.
<table>
<thead>
<tr>
<th>Cheque number</th>
<th>Amount</th>
<th>Payee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1786</td>
<td>£427.00</td>
<td>Complete Landscapes (December)</td>
</tr>
<tr>
<td>1787</td>
<td>£778.07</td>
<td>D Marshall (Clerk’s salary January)</td>
</tr>
<tr>
<td>1788</td>
<td>£170.48</td>
<td>HM Customs &amp; Revenue (NI &amp; Tax)</td>
</tr>
<tr>
<td>1789</td>
<td>£40.60</td>
<td>D Marshall (Clerk’s expenses)</td>
</tr>
<tr>
<td>1790</td>
<td>£15.00</td>
<td>D Marshall (Typing expenses)</td>
</tr>
</tbody>
</table>

**Burials**

763    Dickenson

**G or R**

None

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**PARISH ASSEMBLY ROTA**

To:  All Councillors
6.30pm  Arrive and start setting up All Councillors

7pm  All Councillors (if possible) to help set out tables and chairs, and set out glasses for refreshments.

- KW to provide a tablecloth and decorations for the top table where Councillors will be seated. KW will also supply biscuits and crisps.
- LP to provide water jug and glasses for speakers.
- MF to supply wine and glasses.
- BH to provide fruit juice and sparkling water.
- TP, SH and BG to provide milk, tea and coffee.
- DM to provide name badges.

7.30pm  Two Councillors to greet VIPs (PW and LP).

All Councillors to look out for guests.

Two Councillors to pour wine and soft drinks (TD and PG).

TP, SH, BG and BH to prepare and serve tea and coffee, and biscuits.

10pm  All to help clear away.

Many thanks.