



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council to be held in the
Meeting Room, the Community Hall, Church Lane, Oxted
on Tuesday 14th January 2014 at 7.35pm

Mrs Karen Weightman (KW)
Mrs Liz Parker (LP)
Mrs Denize Wallace (DWa)
Mr David Weightman (DWe)
Mr Paul Whitehurst (PW)
Mr Stuart Paterson (SP)
Mr Martin Fisher (MF)
Mr Stephen Blunden (SB)
Mrs Barbara Harling (BH)
Mr Robert Wingate (RW)

Mrs Maureen Gibbins
Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:** to receive and accept apologies for absence.
Sue Hayward due to illness, Terry Dillon due to holiday

The Chairman welcomed Cllr Stephen Blunden to Oxted Parish Council.

Presentation from Katie Brennan from Surrey county council at superfast Surrey
BT ADSL wholesale checker. enquiries@superfast Surrey.com

2. **Declarations of Disclosable Pecuniary Interest:** *To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interests, and whether the member regards the interest to be prejudicial under the terms of the new Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question. Anyone with a prejudicial interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.*
There was none

3. **Public session:** *a period of up to, but no longer than 15 minutes, to hear questions or statements from members of the public. Individuals are allowed to speak for a maximum of 3 minutes.*

A member of the public was present and commented that Limpsfield Parish Council are unhappy that boxes are being placed for the Superfast Broadband without planning permission however the placement is a permitted development.

4. **Minutes:** The Minutes of the Full Council meeting held on 12th November 2013 were signed as an accurate record.

5. Queen's Diamond Jubilee Committee:

- i) Play equipment update – RW reported that the play equipment has been placed in the incorrect place and incorrect colour. RW and DWe met with the Chairman of Master Park Management Committee who, eventually confirmed that the equipment needs to be painted green and black with yellow circles on the openings. DWe will redo the paperwork for the planning application and it will be submitted to TDC by the Clerk; this will regularize the colour and position of the equipment. The painting must not be undertaken until the planning application is approved. **DWe CLERK**
It was agreed any questions pertaining to this issue must be directed to RW or the clerk.

6. Planning Committee:

- i) Planning Committee: Council approved the minutes of the Planning Committee meetings held on 26/11/13, 17/12/13 and 07/01/14.
ii) Full Council received the minutes of the Planning Committees 26/11/13, 17/12/13 and 07/01/14.

7. Burial Ground Committee:

- i) Burial Ground Committee: Council approved the minutes of the Burial Ground Committee meeting held on 07/01/14.
ii) Full Council received the minutes of the Planning Committees 07/01/14.

8. Finance

- i) Propose and approve the budget for the period 2014/2015. MF tabled 2 years of audited figures with comparison to budget. Current figures are low as unusually high expenditure on the burial ground due to storms together with a bye-election which was not budgeted. MF explained the situation regarding the income and expenditure. General discussion ensued regarding the possibility of additional unplanned expenditure in the burial ground and the likely income from the CIL. The CIL will not come in until effect until Autumn 2014 and depends on the development levels in Oxted.
Clerk will provide DWe with a breakdown of non routine expenditure in the burial ground. **CLERK**
- ii) Agree the precept for 2014/2015. It was agreed to increase the precept from £27k to £28k. 3.7% increase. Voted 5 for and 3 against. Chairman and MF abstained.
Clerk will notify TDC. **CLERK**

9. Chairman's announcements

- Youth equipment – TDC are in agreement to the seating being provided by the Parish Council once skateboard site completed.
- Parish Newsletter – The clerk circulated a draft copy. Councillors raised a few

- concerns and made some comments regarding content. Clerk requested that all additional comments and material be submitted to her by the end of January. **ALL**
- Salt Spreaders – Clerk apologized that she has not had the time to visit the shops in Pollard Oaks Road however this will be undertaken. **CLERK**
 - Clerk to ascertain from TDC how often and when the grit bins are filled. **CLERK**
 - Planter Maintenance – Clerk confirmed she has contacted Knights Garden Centre at Nags Hall regarding the maintenance however, to date, has not received a reply. It was agreed the Clerk to contact Woldingham Knights garden centre following confirmation from the Chairman. **KW/CLERK**
 - Terms of References - ongoing
 - Tandridge Chairman's Awards – following discussion it was agreed names to be suggested and submitted to the Clerk. Deadline is 21st February. **ALL**
 - Consultation on admission arrangements for Surrey's community and voluntary controlled schools for 2015. Reviewed map regarding Oxted school and all appears acceptable.
 - Annual Parish Assembly – 7th April – reports by 11th March
 Chairman – Mrs K Weightman
 Burial Ground – Mr D Weightman
 Finance – Mr M Fisher
 Planning – Mrs D Wallace
 Staffing – Mrs L Parker
 Grant Aid – Mrs K Weightman
 Liaison with Surrey Police – Mrs L Parker
 Oxted United Charities and Master Park Management Committee – Clerk confirmed she has contacted these two organizations.

10. Highways

- Potholes in Chichele Road has been reported
- Manhole cover in Church Lane has been reported
- Breakdown of road covering in Barrow Green Road which will worsen as the weather deteriorates.
- Wolfs Hill pedestrian access is dangerous, Rockfield Road is very dark and there is not a pavement. The Clerk to contact SCC regarding a possible one way system. **CLERK**
 BH reported that, she recalls, when Hazelwood Heights was developed money was available for a footpath to be installed.
- Clerk has not heard from the County Councillor regarding the salt bins at Mill Lane and Moorhouse School although LP has received a call for confirmation of exact location and these are now being installed.
- Clerk confirmed she has contacted PSV buses regarding the possibility of a bus stop in Warren Lane. There have been numerous telephone calls however no actual conversation with the company has been possible. A further letter to be sent with all correspondence to the Managing Director. **CLERK**
- It was agreed the Clerk should have access to and maintenance of the Parish website. Clerk to write to SH requesting the transfer of the website to the Parish laptop and all maintenance controls to be in place by the end of February 2014. **CLERK**
- Notice Boards – some of the notice boards require some additional repair which will be arranged. The notice regarding permissible notices is being redone.
- LP has been updating the notice board at King George V playing fields. It was agreed

that SB would take over updating this board.

- BH reported that the notice board at Hurstlands is not being updated.
- Clerk reported that the circular bench at Hurst Green is not owned or insured by Oxted Parish Council. A suggestion was made that funds may be raised by the Hurst Green Village Fair committee at their annual fair. Clerk agreed to contact TDC to ascertain whether they maintained the bench. **CLERK**
- The list of meeting dates was discussed and it was agreed to remove 26th August for planning committee and move 5th August on 1 week. **CLERK**

11. Clerk's report: on actions taken since the last meeting.
Circulated at meeting and attached
Clerk to notify SB of the roads he is responsible for. **CLERK**

12. Correspondence:

- Telecare Awareness Campaign
- Keto News
- Surrey Hills Society Views
- Surrey Hills AONB Management Plan Consultation papers – guidelines were circulated to all present and responses can be logged on-line. **ALL**
- Need to apply for a school place leaflet

13. Items for consideration at future meetings

- Grant application information to be circulated at March meeting.
- RW sought clarification regarding items for the agenda. It was confirmed that items can be included if received in adequate time for the statutory notice period of publication to be observed.

14. Finance

- (i) The cheque list was agreed as listed in appendix 2. Proposed by LP and Seconded by DWe. All were in favour
- (ii) Income & Expenditure (**to follow**) Figures were circulated.

PW expressed his thanks on behalf of the Councillors to the Chairman for her hospitality on 12th January; all present agreed.

MEETING ENDED AT 22:05

Date of the next meeting Tuesday 11th March 2014 at 7.35pm

Venue; The Meeting Room, The Community Hall, Church Lane, Oxted

Copies of Parish Council minutes are held by the Clerk and are available on the

Parish Council web-site: www.oxted-pc.org.uk

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