



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held in the Meeting Room, the Community Hall, Church Lane, Oxted on Tuesday 8th July 2014 at 7.35pm

Mrs Karen Weightman (KW)
Mr David Weightman (DWe)
Mr Martin Fisher (MF)
Mr Stuart Paterson (SP)
Mr Robert Wingate (RW)
Mr Terry Dillon (TD)

Mr Paul Whitehurst (PW)
Mrs Liz Parker (LP)
Mrs Sue Hayward (SH)
Mr Stephen Blunden (SB)
Mrs Barbara Harling (BH)

**Mrs Maureen Gibbins
Clerk to Oxted Parish Council**

MINUTES

- 1. Apologies for absence:** to receive and accept apologies for absence.
Denize Wallace – school prize giving
- 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.*
Mrs Barbara Harling declared an interest in the nomination for Trustee on Oxted United Charities.
- 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 resident in attendance at the meeting reported the hedge along station approach is encroaching on the footpath.
Action: Clerk to approach Network Rail to request the cutting back of the hedge.
- 4. Minutes:** The Minutes of the Annual Statutory meeting held on 13th May 2014 were agreed and signed .

Actions update:

Item 6: SCC say kerbs on roundabout are not dangerous. DWe to ask if Chief Executive of TDC will incorporate into updating Oxted.

Action: DWe to follow up

Clerk followed up the newsletter circulation and was assured that deliveries guaranteed all deliveries were completed. More vigorous checks to be undertaken when next newsletter is distributed.

Pollards Oak Notice board is being repaired.

TD reported that the Master Park notice board has been vandalized.

Action: Clerk to check and organize repair.

Item 7 iii): Letter was sent re Caterham on the Hill planning application but was out of time.

Item 8 iv): Master Park Accounts have been requested.

Item 10: Letters of thanks have been received from some of the Grant Aid recipients.

Item 11 i): Thanks were expressed to the Clerk for the reduction in the annual insurance premium.

v) Clerk applied for a road closure for Hurst Green however, prior to final submission to SCC, volunteers are required to monitor the ends of the roads.

Action: BH will provide the Clerk with names.

Poppies – Clerk and Chairman are still trying to obtain samples.

Thanks were expressed to Adam Green of ProGround who has sown poppy seeds in the burial ground at no cost to the Parish Council. Clerk has written a letter of thanks.

5. Planning Committee:

- i) Planning Committee: Council approved the minutes of the Planning Committee meetings held on 13/05/14, 03/06/14 and 24/06/14.
- ii) Full Council received the minutes of the Planning Committees 13/05/14, 03/06/14 and 24/06/14.
- iii) MF raised the issue of planning applications which are amended and whether they are re-circulated to the Parish Planning Committee. Check procedure for change of plans with TDC. **Clerk (Charlotte Parker)**
- iv) Draft Planning Procedure – the guidelines, which had been prepared by KW, DWa and the Clerk was tabled and explained by the Chairman. After discussion it was agreed to remove the 3 minute for Councillors in point 4; remove point 3 and alter point 2 stipulating that there may be one spokesperson for the application and one against.
Action: Clerk to update and recirculate to Councillors

6. Finance

- i) To agreed the cheque list. The cheque list was tabled. Proposed by TD and seconded by LP. All agreed.
- ii) The Accounts were tabled and briefly explained.

7. Chairman's announcements

- i) Old Oxted Bus Shelter – The general manager of The George public house has contacted the Clerk requesting permission to refurbish the bus shelter in Old Oxted. It was agreed that this is acceptable however colours must be in accordance with the village and if residents object the shelter will need to be repainted. The hanging baskets to be maintained, watered and managed at the risk of the manager of the George. It was further agreed that the arms on the bench are not to be removed
Action: Clerk to notify the General Manager of The George
- ii) World War 1 commemorations - Poppies. Ongoing
- iii) Oxted United Charities nomination - It was agreed to nominate Mrs Violet Lea to continue to serve as a Trustee.
- iv) Oxted Citizens Advice Bureau – It was agreed that Mr Paul Whitehurst will continue as the Parish representative. The AGM is being held on Thursday 10th July at the URC in Bluehouse Lane.
- v) Website – after discussion it was agreed the website will be updated by SH and the Clerk by September.

8. Highways

BH reported that Pollards Oak Road and Pollards Oak Crescent have been resurfaced however, although Hurstlands was due at the same time, due to the underneath surface being a different material, it is now scheduled to be done by the Autumn.

PW commented on the state of the Tandridge roundabout which is overgrown and reduces the driving view.

Action: Clerk to write to SCC and request the Tandridge Clerk to do the same.

9. Clerk's report: on actions taken since the last meeting. The report was tabled.

10. Correspondence: Surrey Clubs for Young People annual review; Heating Oil Club flyer; SLCC Clerk magazine.

11. TD raised the issue that Master Park is looking to raise funds to provide equipment for wheelchair users. Funding is being requested from Biffa and the Chairman of Master Park is requesting local organizations and individuals write to support the funding application. It was agreed that the Parish Council support this application.

Action: Clerk will write a letter of support.

12. Items for consideration at future meetings

None was raised.

Meeting closed at 20:47

13. Part 2 item – closed to the public

Councillors attendance at meetings - Regulations regarding attendance at full meetings. Councillors should attend all meetings unless there are mitigating circumstances for non attendance. If a Councillors misses 4 consecutive meetings they can be requested to stand down and in the circumstances a by-election or cooption would be implemented.

Congratulations were expressed to Liz Parker for election as Chairman of TDC.

Meeting closed at 2052

Date of the next meeting Tuesday 9th September 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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