

# OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held in the  
Meeting Room, the Community Hall, Church Lane, Oxted  
on Tuesday 9<sup>th</sup> September 2014 at 7.35pm

Mrs Karen Weightman (KW)  
Mr Paul Whitehurst (PW)  
Mrs Liz Parker (LP)  
Mrs Sue Hayward (SH)  
Mr David Weightman (DWe)  
Mr Martin Fisher (MF)  
Mrs Barbara Harling (BH)  
Mrs Denize Wallace (DWa)  
Mr Robert Wingate (RW)

Mrs Maureen Gibbins  
Clerk to Oxted Parish Council

## MINUTES

- 1. Apologies for absence:** to receive and accept apologies for absence.  
Stuart Paterson on holiday, Terry Dillon on holiday, Stephen Blunden travel delays
- 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 and raised concern regarding the approach to Ellice Road car park from Amy Road where the footpath slopes towards the road making it unsteady for people to walk along.  
**Actions update:** Clerk contacted Network Rail regarding the cutting back of the hedge and this is in hand.  
The repair of the Master Park notice board is being undertaken.  
**Action: Clerk to contact TDC regarding the footpath at Ellice Road car park.**
- 4. Minutes:** The Minutes of the Parish Council meeting held on 8<sup>th</sup> July 2014 were agreed and signed.
- 5. Planning Committee:**  
i) Planning Committee: Council approved the minutes of the Planning Committee meetings held on 15/07/14 and 12/08/14.  
ii) Full Council received the minutes of the Planning Committees 15/07/14 and 12/08/14.

6. Burial Ground Committee:

- i) Burial Ground Committee: Council approved the minutes of the Burial Ground Committee meeting held on 22/07/14.
- ii) Full Council received the minutes of the Burial Ground Committee 22/07/14.
- iii) Burial Ground Working Party – 13<sup>th</sup> September. The Chairman invited all to attend the Burial Ground Working Party on 13<sup>th</sup> September from 0930. BH apologized that she will not be able to attend as she will be away.

7. Finance

- i) The cheque list was tabled. Proposed by MF and seconded by LP. All agreed.

8. Chairman's announcements

- i) Website – SH confirmed updating the website has not been maintained however, she cannot find some of the minutes and other documents.  
**Action: SH and the Clerk will liaise and resolve.**
- ii) Chamber of Commerce request - a request was received from the Oxted Chamber of Commerce for a contribution towards the Christmas Festival. Following discussion it was agreed to donate £1000 specifically towards the Christmas lights and public recognition of this donation to be made. Any future request for funding to be made at the time of Grant Aid in May. Proposed MF and seconded by BH. DWa against, all others in favour.  
**Action: Clerk to notify Chamber of Commerce of decision and send the Grant Aid forms for 2015**
- iii) Remembrance Day services – It was agreed PW will attend St Johns in Hurst Green and KW will attend St Marys.  
**Action: Clerk to order 2 wreaths from the British Legion**
- iv) Road Closure – TDC has granted a temporary road closure for the Hurst Green Remembrance Day service. Following discussion it was agreed that there is insufficient funding for barriers and road furniture, risk assessment together with lack of knowledge of individuals and training of the same. The decision was taken that TDC should be notified that the temporary road closure is not required. BH thanked the Clerk for the work undertaken.  
**Action: Clerk to notify TDC that the temporary road closure is not longer needed.**
- v) Air Ambulance – a request for funding has been received. It was agreed this should be considered with Grant Aid.  
**Action: Clerk to send Grant Aid forms to the Air Ambulance Charity**

9. Highways

Oxted North - It was noted that Barrow Green Road, Chichele Road, Amy Road, Godstone Road and Ellice Road have all been resurfaced. MF requested the Clerk to contact SCC regarding the 3 resurfacings of Barrow Green Road in Spring 2013, Summer 2013 and Summer 2014. MF enquired whether the Parish Council was consulted on work to be undertaken on the highways and it was confirmed that this does not occur.

**Action: Clerk to contact SCC.**

Oxted South – Hurstlands will be resurfaced by April 2015

BH confirmed she has been in contact with SCC since 16<sup>th</sup> July regarding the street and courtesy lighting in the area and all now appears to be in order. A list of completed and outstanding issues was handed to the Clerk.

- 10.** **Clerk's report:** on actions taken since the last meeting.  
Clerk corrected her report regarding attendance at one planning meeting and circulation of 2 sets of minutes.  
The Clerk is monitoring the situation pertaining to the drains in the burial ground. The taps have been treated with WD40 to make them easier to use.
- 11.** **Correspondence:** the correspondence list had been circulated and relevant documents distributed to Councillors. All correspondence and publications were available for Councillors to view.
- 12.** **Items for consideration at future meetings**
- a.** MF raised the issue of defibrillators. The Clerk mentioned that she was aware that some are available for siting in locations in the area. Sites suggested OCH, Aggies and the Community Centre in Hurst Green.
  - b.** Annual Parish Assembly
  - c.** Newsletter

**For information:**

PW reported the CAB chairman and treasurer have changed. CAB is appreciative of the funding provided by OPC. New opening times are to be publicized.

**Action: Clerk to publicise on OPC website.**

**Main meeting ended 20:30pm**

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**Date of the next meeting Tuesday 11<sup>th</sup> November 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](http://www.oxted-pc.org.uk)

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