

OXTED PARISH COUNCIL
QUEEN'S DIAMOND JUBILEE COMMITTEE

**Minutes of the Meeting held on Friday 7th September 2012 at 5.30pm in
Jack Farrell Room, Tandridge District Council Offices, Station Road East, Oxted**

Present: Councillors: Mrs D Wallace (DWa)
Mrs L Parker (LP)
Mr R Wingate (RW) - chair

In attendance: Mr D Johnson (DJ) – Locum Parish Clerk

Item		Action
1	<u>Apologies for absence</u> Not applicable.	
2	<u>Declarations of Disclosable Pecuniary Interest</u> No declarations of interest were made.	
3	<u>Public Session</u> No members of the public were present.	
4	<u>Repaired/Replacement Bench update</u> The Locum Clerk reported that the repaired bench is to be delivered to Coun. David Weightman's house on Monday 10 th September. It will be inspected by Mr R Parker (a retired joiner) to decide how robust it is before deciding where to locate it. <u>Either:</u> If strong enough, it will be placed in its original location on Hurst Green Road and a local firm to be asked to put in 4x anchor points. The Clerk to arrange quotes. <u>Or:</u> If deemed to be not strong enough, the Committee decided that it should be put in the Burial Ground as it is a less vulnerable location. The Burial Ground Committee will be asked to identify a suitable location. Also if it does not go back to its original location, then Full Council will be asked to consider the cost (£1200+) of a replacement stronger bench.	<u>MG</u> <u>BG Committee & Full Council</u>
5	<u>Play Equipment update</u> Liz Parker reported that she has put a call out to Steve Hider for an update on the order that has been placed with Wicksteed Leisure. She hopes to hear soon when the equipment is due to be installed.	<u>LP</u>
6	<u>Bulb-planting on Hurst Green Common finalising arrangements for 13th September</u> The Committee had met informally on 5 th September to draw up a plan for the Bulb-Planting on 13 th September. Holland School have confirmed their involvement and we are just awaiting word from Moor House School. TDC have confirmed that they have arranged to scarify the ground on Wednesday and councillors will be asked to attend at 1pm on Thursday to cut out the required number of holes. Each to be asked to bring their own bulb-planters. Liz Parker will announce this at Full Council on Tuesday. Denize Wallace will draw up a plan for the actual layout for the bulbs and after discussion, it was agreed that the planting be done via concentric circles. On the day itself, each pupil to plant 4 bulbs (2 at a time in neighbouring holes) and then	<u>DWa</u> <u>LP</u> <u>DWa</u>

	receive a token for a drink and a biscuit. The press are being invited along with the Hurst Green Society, 1 st Hurst Green Scouts and others to be there from 2pm. It is anticipated that the event will last an hour.	
7	<p><u>Review of the Budget</u></p> <p>The Locum Clerk circulated a copy of the updated QDJ budget (see attached). The cheque for the Rainbow Trust (donation in the name of Oxted Glee Choir) has been returned undelivered. Denize Wallace will obtain another address and let the Clerk know where to send it.</p> <p>Gift for Andrew Dore (up to £50) to be purchased by Sue Hayward and claimed back.</p> <p>Pitch Fees for the Bouncy Castle (£50) have not yet turned up; Denize Wallace will chase again.</p> <p>Once these last payments have been made, plus the cost of the Play Equipment, then the QDJ Budget can be closed and presented to Full Council for sign-off on 13th November 2012.</p>	<p><u>DWa/MG</u></p> <p><u>SH</u></p> <p><u>DWa</u></p> <p><u>MG</u></p>
8	<p><u>Press Release to summarise all of the QDJ activities</u></p> <p>If was agreed to do this once the Bulb-planting and the Play Equipment have been completed; it would also provide additional photo-opportunities. It was also agreed that Robert Wingate would draft the Press Release and councillors will gauge the interest of the Press in the meantime.</p>	<p><u>RW/QDJ</u> <u>Committee</u></p>
9	<p><u>Any Other Business</u></p> <p>None.</p>	
	<p>The date of the next meeting will be on Friday 26th October 2012 at 5.30 in the Jack Farrell Room, TDC (to be confirmed).</p> <p>There being no further business to discuss, the Chair closed the meeting at 6.35pm.</p>	