



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held in the Meeting Room, the Community Hall, Church Lane, Oxted on Tuesday 13th January 2015 at 7.35pm

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

Mrs Maureen Gibbins
Clerk to Oxted Parish Council

MINUTES

- 1. Apologies for absence:** to receive and accept apologies for absence.
Councillors T Dillon (holiday), S Hayward (work commitment) and M Fisher (holiday)
- 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.*
There was no member of public present
- 4. Minutes:** The Minutes of the Parish Council meeting held on 11th November 2014 were agreed and signed as a true copy.
Updates: Memorial upkeep – Clerk spoke with personnel at ProGround who apologized for the oversight and guaranteed that the memorial will be included on the regular maintenance visits.
Action: Clerk to remind prior to Remembrance Parade
Minute book - ongoing.

Action: Clerk to speak to Trevor Leggo at SSALC

Notice Boards – DWa has organized the repair of the damaged notice boards.

Action: DWa also offered to arrange the installation of the blue notice plaques on the notice boards.

Street Light in Church Lane – the street light is now working

5. Planning Committee:

- i) Planning Committee: Full Council approved the minutes of the Planning Committee meetings held on 18/11/14, 9/12/14 and 30/12/14.
- ii) Full Council received the minutes of the Planning Committees 18/11/14, 9/12/14 and 30/12/14.

6. Burial Ground Committee:

- i) Burial Ground Committee: Full Council approved the minutes of the Burial Ground Committee meeting held on 16/12/14.
- ii) Full Council received the minutes of the Burial Ground Committee 16/12/14.
- iii) Parking has become a bigger problem since the Community team has cleared the shrubbery from the roadway leading to the community hall and thereby encouraging parking. Discussions are in progress with County Councillor Nick Skellett and Surrey Engineers regarding the parking issue and the possibility of extending the double yellow lines.
Action: DWe following up
- iv) Clerk has reported a Nissan Micra car, which appears to have been discarded in the burial ground. The local police are investigating
- v) BH reported that a wooden frame has been left behind the bins.
Action: Clerk to investigate.
- vi) Memorial balanced on plot. Clerk wrote to JB Shakespeare regarding this memorial and stipulated it has be removed from the burial ground by 16th January.
Action: Clerk to monitor.
- vii) Burial Fee. A local resident is unhappy with the parish boundary and level of fee for burials and will be writing to complain.
Action: Clerk to respond and liaise with DWe

7. Finance

- i) The cheque list was agreed by all. Proposed by LP and seconded by PW
- ii) ½ year accounts (previously circulated).
- iii) 2015/16 Budget. All approved the 2014/15 budget be carried forward to 2015/16 with the addition of £4000 to allow for the forthcoming elections.
- iv) 2015 Precept. It was proposed by DWe and seconded by PW that the precept for 2015/16 remain at £28,000. All present unanimously agreed.

8. Chairman's announcements

- i) Website. Following discussion it was agreed the Clerk would liaise with the web designer and process some of the comments raised by councillors.
Action: Clerk to liaise and communicate with councillors when the website is ready for demonstration.
Domain cheque. It was agreed that a letter be sent with the cheque confirming that this agreement should be terminated and not renewed following this renewal.
Action: Clerk to send letter and cheque.

Action; Clerk to identify the address on the invoice which was not recognized by any councillor present.

- ii) Seating in skate board park. The seating has arrived and, following a site visit on 19th January, the installation will be undertaken by TDC. It is planned that the installation is completed prior to the end of LP's term of office as Chairman of TDC.

Action: Clerk to liaise and coordinate.

- iii) Annual Parish Assembly. Clerk confirmed that the York Rooms have been booked for Tuesday 21st April from 6:30pm. Rob Luck has confirmed his availability to speak and Clerk is awaiting a response from Dr McGilligan. The suggestion was made that if Dr McGilligan is not available a speaker from Crossroads would be approached. Final arrangements will be confirmed at the next Parish Council meeting.

Action: Clerk to continue to liaise and coordinate together with collation of committee reports.

- iv) Newsletter – After discussion it was agreed that articles pertaining to assets owned by the Parish Council could be photographed and included (bus shelters, notice boards, benches, curvy seat) together with items funded such as the sewing machine, interactive screens and the gardening project. Articles on pot holes, burial ground and grant aid have been received. DWa agreed to submit a piece on the notice boards; MF is writing an article pertaining to the finances. Contributions, in addition to Grant Aid include the Oxted Christmas lights and Master Park where the Parish Council fund the removal of the refuse.

Additional suggestions were 'Be a good neighbour' – clear drives, bread/milk; ring a parish councillor for help.

- v) Inclement Weather. After discussion it was agreed that, although, flooding is not a problem that Oxted has to deal with however the Parish Council needs to consider what it can do if a situation arises and needs to show resilience until the emergency services arrive. It was agreed a neighbourhood watch type system should be set up.

Action: For discussion at future meetings.

9. Highways

BH gave the Clerk a list of issues reported.

Hurstlands is being resurfaced on 2nd or 3rd February 2015

Storm drains in Pollards Wood Road are overflowing. DWe reported that Silkham Road is also bad and he will deal with via an engineer.

SB confirmed that although the hedges in Wolfs Hill have been trimmed it has not solved the problem of the dangers of the road. **Action: Clerk to follow up with SCC**

SB enquired as to who is responsible for the clearance of rubbish in Wolfs Hill. **Action: Clerk to contact Scott Coughlan at TDC for advice**

BH reported that the grit bin at northern end of the slip road into Coldshott is broken. **Action: Clerk to report and request replacement.**

10. Clerk's report: on actions taken since the last meeting.

Clerk had previously circulated the reported but added that all meeting rooms have been booked at OCH until April 2016.

Chairman reported that an issue arose at the Planning meeting on 30th December as the OCH had been deadlocked. This is being dealt with.

11. Correspondence: as listed in Appendix 1

The correspondence list, which had been previously circulated was highlighted and correspondence was available for Councillors to view.

12. Items for consideration at future meetings

Annual Parish Assembly
Neighbourhood Watch system
Newsletter
Website

Meeting closed at 8:55

Thanks were expressed to the Chairman for hosting the pre Christmas drinks.

Date of the next meeting Tuesday 10th March 2015 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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