



## OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held in the Meeting Room, the Community Hall, Church Lane, Oxted on Tuesday 14<sup>th</sup> July 2015 at 7.35pm

Mrs Karen Weightman (KW)  
Mr Paul Whitehurst (PW)  
Mrs Liz Parker (LP)  
Mrs K Saunders (KS)  
Mrs B Harling (BH)  
Mr S Blunden (SB)  
Mr David Weightman (DW)

Mrs Maureen Gibbins  
Clerk to Oxted Parish Council

---

### MINUTES

- 1. Apologies for absence:** to receive and accept apologies for absence.  
Cllrs. Terry Dillon, Claire Dillon, Martin Fisher and Colin David due to business, meeting and 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 none present

The Chairman reported that the guidance on having prayers at the commencement of the meeting has changed. After discussion it was agreed that the first item on the agenda will be Prayers with the prayer leader listed; any councillor who wishes to leave the room for this item will be given the opportunity so to do.
- 4. Minutes:** The Minutes of Full Council meeting held on 12<sup>th</sup> May 2015 and the Extraordinary meeting held on 16<sup>th</sup> June 2015 were agreed as a true record and signed by the Chairman.

**5. Planning Committee:**

- i) Planning Committee: Council approved the minutes of the Planning Committee meetings held on 26/05/15, 16/06/15 and 07/07/15.
- ii) Full Council received the minutes of the Planning Committees 26/05/15, 16/06/15 and 07/07/15.
- iii) The minutes received by the councillors via email did not show the comments made by the committee.

**Action: Clerk to recirculate the minutes**

- iv) Planning Report regarding number of applications received
- v) 35 applications considered; 18 no comment; 7 left to TDC officers; 2 left to Arboriculturist; 4 objections and 4 concerns as detailed in the planning minutes.
- vi) The Chairman invited DW to provide a brief update on the Green Belt Methodology being undertaken. DW explained that TDC are gathering evidence for the new local plan which the Planning Department will be submitting to the Inspector during the middle of 2016. There is a number of evidence gathering exercises which need to be undertaken and one is the assessment of the green belt. There will be a map generated with 5 coloured areas depicting the quality of land however a poor piece of land does not mean that it will be released for housing. There is no technical reason for the review to go out to public consultation however once all the evidence has come together there will be a 10 week consultation period.

**6. Burial Ground Committee:**

- i) Burial Ground Committee: Full Council approved the minutes of the Burial Ground Committee meeting held on 19/05/15.
- ii) Full Council received the minutes of the Burial Ground Committee 19/05/15.

**7. Finance**

- i) To agree the cheque list which was tabled at the meeting. Proposed by DW and Seconded by LP. All agreed
- ii) Income and Expenditure spreadsheet to date was tabled and explained. Burial income is down, administration expenditure is up due to the full cost of the SALC subscription and annual insurance premium being included. Reserves of £36k

**8. Grant Aid**

To review and make decisions on the recommendations from the Grant Aid Working Group. Schedule had been previously circulated. Acceptance of all recommendations was Proposed by LP and Seconded by PW. All agreed

**Action: Clerk to notify applicants**

**9. Chairman's announcements**

- i) Royal British Legion letter – The Chairman received a letter from the Royal British Legion inviting attendees to the Remembrance Day Parade and Service on 8<sup>th</sup> November. KW and MF will attend and lay the wreath at St Mary's Oxted and SB will lay the wreath at St John's Hurst Green.

**Action: Clerk to respond and order 2 wreaths**

- ii) Transparency communication which had been previously circulated was discussed. It was agreed the clerk would send a copy on behalf of the Parish Council.
- iii) **Action: Clerk**

- iv) Bye Law for Holland Road/Mill Lane – The requirements of applying for a bye law were highlighted. It was agreed that the Clerk would contact SCC regarding having a ‘No Cycling and/or No Skateboarding’ sign erected first.

**Action: Clerk to contact SCC/TDC/Police and County Councillor**

**10. Highways**

- Councillors reported that there has been a number of accidents in the area viz: Pollards Hill, Church Way and Hurst Green Road.
- SB enquired as to the position with Wolfs Hill.  
**Action: Clerk to check**
- Hurstlands is still scheduled to be resurfaced in October.
- Gordons Way requires resurfacing.
- DW and the Clerk met with the police and County Councillor regarding the parking around the burial ground. Ownership of the land is being identified and solutions to the parking situation is being investigated.

- 11. Clerk’s report:** on actions taken since the last meeting had been previously circulated. No issues were raised.

**12. Correspondence received:**

Letter pertaining to the Remembrance Parade plus charity walk notices had been received.

**13. Items for consideration at future meetings**

- Inclement weather
- Parish Watch system – KS suggested that the Parish Council attends the Churches Together AGM on 4<sup>th</sup> November. It was agreed a document including emergency numbers and system in place for emergencies.  
**Action: DW & Clerk**
- Involvement with young people –  
**Action: Clerk to contact Oxted School to suggest involvement of the pupils**
- KS reported that Rotary has set up 2 youth groups Interact and Rotoract to cater for the youth who used to be involved with the scout movement. Details to be circulated to the Parish Councillors.  
**Action: KS & Clerk**
- KS enquired to the position for converting a bus stop into a bus shelter particularly at Williams Road in Hurst Green.  
**Action: Clerk to contact Scott Coughlan at TDC regarding the S106 money from Taylor Wimpy**
- KS has been asked by residents what is happening regarding the gasometer site.  
**Action: DW will enquire and report back.**

---

**Date of the next meeting Tuesday 8<sup>th</sup> 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](http://www.oxted-pc.org.uk)

Mrs Maureen Gibbins, Parish Clerk, Salmons, Salmons Lane, Whyteleafe, Surrey CR3 0HB

Phone 07510 226989