



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 November 2016 at 7.30pm

PRESENT

Mrs Liz Parker (LP)
Mrs Karen Weightman (KW)
Mrs Barbara Harling (BH)
Mr Paul Whitehurst (PW)
Mr Colin David (CD)
Mrs Katherine Saunders (KS)
Mrs Beverley Connolly (BC)
Mr Terry Dillon (TD)
Mr Stephen Blunden (SB)
Mrs Claire Dillon (CDi)
Mr Martin Fisher (MF)
Mr David Weightman arrived at 20:25 after planning presentation

Mrs Maureen Gibbins
Clerk to Oxted Parish Council

MINUTES

1. **Prayers were led by Cllr Karen Weightman**
2. **Apologies for absence:** to receive and accept apologies for absence.
No apologies were received apart from Mr David Weightman, due to a personal commitment would be arriving late.
3. **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 interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting. There was none*

4. **Public session:** There was 19 residents in attendance at the meeting including the owners of The Haycutter. A presentation pertaining to The Haycutter proposed planning application was made which included changes to the original plan to accommodate objections from residents and the Parish Council.
- A resident raised the issue of the number of disabled parking spaces, being only 3, in the car park and was assured this would be looked into. The attendees were assured that, as far as is possible, local people would be employed and paid the minimum wage or more. The name of The Haycutter will remain and any drainage issues will be addressed.
- Concern was expressed regarding the number of vehicles on Tanhouse Lane and it was confirmed the sight line will be improved. The Parish Council will contact County Councillor Skellett regarding the possible siting of 'sleeping policemen' to slow down traffic. The other option is vehicle activated speed signs.
- Action: Clerk**

A resident attended the meeting to raise the issue of The George public house in Old Oxted which has raised concerns with local residents as it has been offered to developers for residential occupation. After discussion it was agreed that the Parish Council will submit an application to record the property as an Asset of Community Value. It was agreed that the Parish Council will advertise that the application is being submitted as it provides a level of protection and is a deterrent to developers.

Action: Clerk

The Chairman thanked the owners for the presentation and the public for attending the meeting.

5. **County Councillor report**
- County Councillor Skellett reported that the milestone on the A25 has been replaced and re secured in its original spot.
 - The Parking review is out for consultation and Cllr Skellett encouraged the Parish Councillors to look at the review carefully and comment as required.
 - The County Council has made a decision to reduce the lighting times between midnight and 0500 of street lights in February. Cllr Skellett objected to this proposal as the saving is relatively small. Cllr Skellett will notify list of roads concerned once available.
 - There are still issues pertaining to the Oxted Sandpit and therefore still has not gone to committee. They are close to agreement regarding the sand martins habitat.
 - Chalk Pit Quarry will go to committee in the New Year. Environmental tests are being undertaken and residents are cooperating with vibration tests. As many tests as possible need to be completed prior to going to committee.
 - Surrey Highways and the Planning Officer are in the process of finalizing a report pertaining to the Moorhouse development. The Highways report is an important factor in the decision.
 - Resurfacing of Homepark starts on 22nd November and letters are being delivered to residents.

- MF reported that the Highways Officer has been consulting with residents of St Mary's Close regarding parking issues.
6. **Minutes:** The Minutes of the Full Council meeting held on 12th July were approved and signed as a true record by the Chairman.
7. **Planning Committee:**
- i) Planning Committee: Council approved the minutes of the Planning Committee meetings held on 20/09/16, 11/10/16 and 01/11/16.
 - ii) Full Council received the minutes of the Planning Committee meetings held on 20/09/16, 11/10/16 and 01/11/16.
 - iii) Planning Committee report -47 applications considered; 21 no comment; 8 left to Arboriculturist; 9 leave to TDC officers; 3 concerns and 6 objections – all of which are detailed in the planning committee minutes.
 - iv) Hurst Green sign – The sign has been removed and is currently stored in KS garage. BH and KS reported that they have received adverse comments regarding the removal of the sign. It was agreed that the reason for the removal will be reported in the Hurst Green news and the next Parish Council newsletter together with on the Parish website.
 - v) KW attended the local plan briefing at TDC. The Parish Council needs to consider the sites in Oxted plus comment on the proposed settlement sites in South Godstone and Blindley Heath. It was agreed that following the planning committee meeting on 22nd November Councillors will consider the Local Plan. An extra Parish Council meeting will be held, once again following a planning committee meeting, on 13th December to enable the Full Council to ratify the comments for submission to TDC.
Action: All
 - vi) CIL – Now that approximately £6k has been received the Clerk can begin the process of applying for planning permission for the bus shelter and footpath in Hurst Green.
Action: Clerk
 - vii) Following the Clerk's non response from the junior schools in Oxted North and Oxted South regarding projects for funding via CIL income, it was agreed that MF would write for Oxted North and LP for Oxted South. MF oxted north; LP for oxted south re schools. **Action: MF/LP**
8. **Burial Committee:**
- i) Burial Committee: Council approved the minutes of the Burial Committee meeting held on 27/09/16.
 - ii) Full Council received the minutes of the Burial Committee 27/09/16
 - iii) Burial Ground fees (**schedule attached**). The current schedule which had been previously circulated was discussed. It was proposed to increase the fees by 5%. The Clerk will circulate a revised schedule. **Action: Clerk**
 - iv) Burial Ground Working Party. Due to the none availability of the Clerk and some Councillors on the 19th November, the date of 17th December from 0930 was

agreed as the revised date. It was further agreed that the bird boxes which have been made by the youngsters at the Mighty Oaks Youth Club will be erected.

9. Finance

- i) To agree the cheque list. The Cheque list was tabled and approval of the items was proposed by PW and seconded by MF
- ii) Financial Summary having been previously circulated was briefly expanded upon. Income in the burial ground has been above budget and there has been no untoward expenditure. The burial ground fencing work commences week commencing 21 November. MF requested Councillors to consider special projects for consideration at future meetings.
- iii) Pension enrolment – The thanks of the Council were conveyed to the husband of KS for his help and assistance in setting up the pension provision for the Parish Council. The Council has written to the employee notifying them of their enrolment. MF explained that all employees have to be opted in prior to opting out if that is their wish.

10. Chairman's announcements

- i) Flytipping – The Clerk has not received a reply to the letter regarding the CRC and flytipping from SCC.letter written to Scc regarding the charges on the crc
- ii) Remembrance Attendance - KW and PW are laying wreaths on behalf of the Parish Council. LP and MF are laying wreaths on behalf of the District Council. - st Mary's and St. John's
- iii) 40th Anniversary of Hurst Green Community Centre on 15th October. LP attended the celebrations which were opened by Sam Gyimah MP. BH opened the Harling Room and LP opened the Perry Kitchen. There was a variety of events during the afternoon and evening. BH was presented with a plaque by the community.
- iv) Annual Parish Assembly – It was agreed this will be booked for Tuesday 23 May 2017 at the York rooms, St Johns Church in Hurst Green. LP suggested Police Commissioner David Munro. Clerk to book.
As the Burial Committee meeting is scheduled for the same evening it will be held at the York Rooms. Clerk to change OCH booking
Action: Clerk

11. Highways

It was confirmed that Home Park is being resurfaced week commencing 21 November.

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

The report which had been previously circulated was accepted.

13. Correspondence received: The Clerk circulates correspondence on receipt.

14. Items for consideration at future meetings

Inclement weather
Parish Watch system

Neighbourhood Plan - what would be added by doing a plan.
Hurst green sign
Special projects

CDi reported she would be attending the East Surrey transport meeting and requested input from Councillors. Comments were submitted and will be raised by CDi.

BH raised the issue of the Scout hut in Hurst Green. After discussion it was agreed that the Clerk will write to Scout HQ and enquire what their intentions are for the building with the Council providing an alternative plan. It was reinforced that investigations can take up to 5 years to resolve.

Action: Clerk

SB and LP attended the meeting of the Local Committee in relation to Wolfs Hill. SCC are reviewing alternatives to hatching the area. SB and LP were reassured with the discussions.

TD raised the situation regarding the Master Park roundabout. It was agreed the paving issues need resolving and it was further agreed that volunteers cannot undertake planting on the roundabout with the Parish Councils agreement.

LP reminded the Councillors of her invitation to Christmas drinks at 1230 on 11th December.

The meeting closed at 21:46

Date of the next meeting Tuesday 10th January 2017 at 7.30pm

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

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

Phone 07510 226989