



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held in the
Meeting Room, the Community Hall, Church Lane, Oxted
on Tuesday 12th September 2017 at 7.30pm

Mrs Karen Weightman (KW)
Mr Paul Whitehurst (PW)
Mrs Beverley Connolly (BC)
Mrs Barbara Harling (BH)

Mrs Liz Parker (EP)
Mr Colin David (CD)
Mr David Weightman (DW)
Mr Martin Fisher (MF)

Mrs Maureen Gibbins
Clerk to Oxted Parish Council

MINUTES

1. Prayers were led by Cllr Karen Weightman
2. **Apologies for absence:** Receive and accepted apologies for absence.
Mrs Katherine Saunders, Mrs Claire Dillon, Mr Terry Dillon due to holiday and Mr Stephen Blunden due to a business commitment
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 prejudicial interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.* There was none declared
4. **Public session:** The Chairman closed the formal meeting. Five residents representing the Oxted Royal British Legion attended the meeting to raise their concern regarding the condition of the Master Park War memorial.

The Chairman reopened the meeting and updated the Councillors of the history regarding the maintenance and upkeep. Item 10(i) of the agenda was then brought forward.
5. **County Councillor Cameron McIntosh reported**
SCC Highways are cleaning the road signs on the A25 and cutting back foliage.
Met with EP regarding the street lighting in Mill Lane. SCC has logged the concern and will review the situation.
Met with DW and Sam Gyimah regarding the environment issues with the Chalk Pit Site.
General discussion ensued and it was agreed that the Environment Agency needs to have the issues highlighted and addressed.

The speed survey has been agreed however the invoice has not been received. CC McIntosh agreed to follow up. He will also follow up the request for an interactive speed sign on Greenhurst Lane in Hurst Green.

BC requested a speed warning sign on Rockfield Road which is a dangerous road and drivers don't consider the dangers.

6. **Minutes:** The Minutes of the Full Council meeting held on 11th July 2017 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 11/07/17, 08/08/17, 29/08/17.
- ii) Full Council received the minutes of the Planning Committee meetings held on 11/07/17, 08/08/17, 29/08/17.
- iii) BC enquired whether members attended the TDC committee meetings if a contentious application was being considered. KW confirmed that this has not been the case in recent years.
MF proposed the motion that if a contentious application arises a representative of the Parish Council Planning Committee would attend the meeting and represent the Parish Council; seconded by BC and all present were in favour.
- iv) Planning Committee report – 47 applications considered; 12 no comment; 7 leave to Arboriculturist; 10 leave to TDC Officers; 13 concerns and 5 objections – all of which are detailed in the planning committee minutes.
- v) Local Plan – The Garden Village Consultation response which had previously been circulated was discussed. It was agreed the response covers the important issues although it would be beneficial to include a reference to Wifi and broadband accessibility.
Action: KW/Clerk
- vi) MF updated the Parish Council on the situation with the Oxted Gas holder. A pre application meeting was held between St Williams and District Councillors. St Williams, Berkeley Homes and National Grid are all working together with the appropriate skill sets. CD raised the issue of the increased Parish Precept which was going to be used for infrastructure support however this has not been requested. It was agreed there are more issues for which this could be used.

8. **Burial Committee:**

- i) Burial Committee: Council approved the minutes of the Burial Committee meeting held on 25/07/17
- ii) Full Council received the minutes of the Burial Committee 25/07/17.

9. **Finance**

- i) To agree the cheque list. The cheque list which had been previously circulated was approved following proposal by KW and seconded by LP.
- ii) Financial Summary - The Financial Summary will be presented to the half year point at the November Parish Council meeting.
- iii) BDO end of year report – The annual return and certificate was approved and accepted by the Parish Council.
- iv) CIL agreements – The Clerk will maintain a spreadsheet of CIL income and the timetable by which monies must be utilized.

Action: Clerk

10. Chairman's announcements

- i) War memorial - following updating the Councillors of the history of the maintenance and upkeep, the residents were then informed of the progress the Clerk has been making with the War Memorial Trust since November 2016. The initial funding was only available for new memorials and not the repair and cleaning however once the rules changed the Clerk followed up to apply for funding. The War Memorial Trust appears to have all the information and photos they require to make a decision.
MF proposed that if a decision is not received by the November 2017 Parish Council meeting that the Parish Council fund the repair and cleaning. The proposal was agreed by all present.
- ii) Hurst Green Road Funding - The Clerk tabled the quote received from Surrey County Council Highways which totals £6041.25 + VAT. It was agreed the works need to be undertaken and the Parish Council agreed to fund the works.
Action: Clerk
- iii) Highways Grounds Maintenance - The Parish Council received an email from Paul Barton, Chief Community Services Officer at TDC regarding highways grounds maintenance which is no longer being undertaken by SCC. Following discussion it was agreed that the Parish Council is cautiously supportive of funding the sum of £2000 however a long-term solution must be found which includes economies of scale with one contractor undertaking the works. The funding provided by Oxted Parish Council must be limited to use in the Oxted area.
Action: Clerk to notify TDC
- iv) Speed monitoring - the invoice is awaited from SCC and is being followed up by the County Councillor.
- v) SSALC AGM is being held on 12 October at Dorking Halls.
- vi) Hurst green sign - The Clerk provided an update received from KS. Following discussion it was agreed 7:1 to dispose of the sign.

11. Highways

- i) East Surrey Transport update - The Clerk provided an update received from CD. The next meeting is being held on 13th September.

12. Clerk's report: on actions taken since the last meeting had been previously circulated. Thanks were expressed to the Clerk in completing the update of all the burial records.

13. Correspondence received: Circulated as received

14. Items for consideration at future meetings

Inclement weather
Parish Watch system
Special projects

The meeting closed at 21:08

Date of the next meeting Tuesday 14th November 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
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