



## 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> November 2017 at 7.30pm

Mrs Karen Weightman (KW)  
Mrs Claire Dillon (CD)  
Mr Terry Dillon (TD)  
Mrs Katherine Saunders (KS)  
Mrs Barbara Harling (BH)  
Mr Paul Whitehurst (PW)  
Mr David Weightman (DW)  
Mr Stephen Blunden (SB)

County Councillor Cameron McIntosh

Mrs Maureen Gibbins  
Clerk to Oxted Parish Council

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## MINUTES

1. Prayers were led by Cllr Karen Weightman
2. **Apologies for absence:** were received and accepted from .  
Cllrs Liz Parker due to illness, Colin David due to a family issue and Cllrs Martin Fisher and Beverley Connolly due to a TDC meeting 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:** There was no member of the public present.
5. **County Councillor report –** County Cllr McIntosh reported there is a survey and collection of signatures being undertaken regarding the possibility of a parking permit system being brought in on Beatrice Road and Amy Road. A take-up of 60% by residents is required for the system to be implemented.

SCC Highways has made the flooding issue on the A25 towards Westerham a priority for rectifying.

The issue of the street lighting in Mill Lane is being considered at a Panel meeting on Friday 17<sup>th</sup> November and a decision is expected by Monday 20<sup>th</sup> November.

Cllr McIntosh confirmed that Sarah Woolworth is chasing up the replacement of the bus shelter outside the Sainsbury shop and will be liaising with DW.

Cllr McIntosh will be following up with Sam Gyimah the Chalk Pit Site meeting once it is known.

Sponsorship from local businesses is being sought to enable the maintenance of the Oxted roundabouts which are looking very neglected. Discreet sponsorship signage would be acceptable. Cllr McIntosh is following this up.

A resident has requested that additional kerbing repair be undertaken in Hurst Green Road to coincide with the already scheduled works. A quotation is awaited from SCC Highways together with confirmation of the commencement date for the already approved works.

6. **Minutes:** The Minutes of the Full Council meeting held on 12<sup>th</sup> September 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 19/09/17; 10/10/17 and 31/10/17.
  - ii) Full Council received the minutes of the Planning Committee meetings held on 19/09/17; 10/10/17 and 31/10/17.
  - iii) Planning Committee report – 41 applications considered; 20 no comment; 6 leave to Arboriculturist; 10 leave to TDC Officers; 2 concerns and 3 objections – all of which are detailed in the planning committee minutes.
  
8. **Burial Committee:**
  - i) Burial Committee: Council approved the minutes of the Burial Committee meeting held on 26/09/17.
  - ii) Full Council received the minutes of the Burial Committee 26/09/17
  
9. **Finance**
  - i) To agree the cheque list. The cheque list which had been previously circulated was approved following proposal by PW and seconded by SB.
  - ii) Financial Summary – the financial summary which had been previously circulated was briefly explained by the Clerk. Receipts and Payments are in line with the budget. DW suggested the Clerk seek advice from the TDC Chief Finance Officer regarding an investment strategy.
  - iii) CIL agreements. The CIL spreadsheet which had been previously circulated was briefly discussed and the Clerk highlighted the dates by which time the funding is to be spent. The Clerk will follow up the agreed projects with the Oxted Health Centre and Hurst Green Sports Centre.
  
10. **Chairman's announcements**
  - i) War memorial – The Clerk applied for funding in 2015/16 and supplied the information and photos as requested. Following acknowledgement that the application was acceptable and would be considered more information was requested. However alongside the request for further information was the statement that even if a project was acceptable there is no guarantee that the funding will be made available. In view of the

caveats, the Parish Councillors agreed that funding would be made by the Parish Council to prevent the situation whereby funding from the War Memorials Trust did not materialize and the memorial was not cleaned and repaired in time for Armistice 2018. The Clerk will notify the preferred contractor and coordinate the time table for the works to be undertaken.

- ii) BH enquired why the Parish and District wreaths are not laid at the Hurst Green Memorial until after the church service. It was stressed that holding the service at the War Memorial created a risk and health and safety issue. KS suggested relocation of the Hurst Green memorial to alleviate the issue however BH confirmed this would not be acceptable.
- iii) Silent soldier – The Royal British Legion of Surrey is encouraging the siting of Silent Soldiers around the County. It was agreed that Councillors will consider a suitable site in Oxted and consider suggestions at the January Parish Council meeting.
- iv) The Chairman attended induction of Reverend Graham Dadd at the URC Church.

1. **Highways**

- i) East Surrey Transport update – CD reported that meetings have been cancelled due to rail strikes. A date is to be agreed for the next meeting.

2. **Clerk's report:** The report detailing actions taken was circulated prior to the meeting.

- i) DW is reviewing a notice board for siting outside the burial ground.
- ii) KS agreed to speak with the local resident regarding the old Hurst Green sign and advise that it is to be disposed off due to the non viability of repairing it. KS suggested that it may be possible for the metal works to be sold and the funding donated to a local charity.
- iii) Concern was expressed that TDC has used staples on the Parish Notice boards advising residents of the changes to parking at Ellice Road car park. The Clerk will advise Paul Barton accordingly.
- iv) Additional concern was expressed that parking in Oxted may become more of an issue as commuters may now use Ellice Road car park all day thereby leaving no space for local residents. It was agreed Councillors will monitor the situation and report to the January Parish Council meeting.

3. **Correspondence received:** Circulated as received

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

Inclement weather  
Parish Watch system  
Special projects

**The meeting closed at 8:50pm**

5. **Part 2 item – closed to the public**

Clerk's annual review

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**Date of the next meeting Tuesday 9<sup>th</sup> January 2018 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](http://www.oxted-pc.org.uk)

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