



## OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held in the Meeting Room,  
Oxted Community Hall, Church Lane, Oxted  
on Tuesday 9<sup>th</sup> January 2018 at 7.30pm

Mrs Karen Weightman (KW)  
Mr David Weightman (DW)  
Mrs Liz Parker (EP)  
Mr Paul Whitehurst (PW)  
Mrs Claire Dillon (CD)  
Mr Terry Dillon (TD)  
Mr Martin Fisher (MF)  
Mr Stephen Blunden (SB)  
Mrs Barbara Harling (BH)  
Mr Colin David (CDa)  
Mrs Katherine Saunders (KS)

County Councillor Cameron McIntosh

Mrs Maureen Gibbins  
Clerk to Oxted Parish Council

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## MINUTES

1. Prayers were led by Cllr Liz Parker
2. **Apologies for absence:** were received and accepted from.  
County Councillor Cameron McIntosh who would be late arriving and Mrs Beverley Connolly who had a prior 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 Councillor McIntosh reported that an Engineer from SCC had assessed the flooding situation outside the Morrison's shop entrance and the resolution of this has been approved as

a priority and will be resolved within a month. Tandridge roundabout and Tandridge Lane are also areas which require assessing for the flood issues.  
CC McIntosh and DW will meet to review the situation at Station Approach.

6. **Minutes:** The Minutes of the Full Council meeting held on 14<sup>th</sup> November 2017 were approved and signed as true record by the Chairman following correction of Hurst Green notice board to Hurst Green sign in Clerk's report 12 ii.
7. **Planning Committee:**
  - i) Planning Committee: Council approved the minutes of the Planning Committee meetings held on 21/11/17; 12/12/17 and 02/01/18.
  - ii) Full Council received the minutes of the Planning Committee meetings held on 21/11/17; 12/12/17 and 02/01/18.
  - iii) Planning Committee report - 40 applications considered; 23 no comments; 1 leave to Arboriculturist; 6 leave to TDC Officers; 7 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 28/11/17
  - ii) Full Council received the minutes of the Burial Committee 28/11/17
  - iii) Burial Ground notice board update - DW circulated a possible design of a notice board for the burial ground. It was agreed an aluminum construction is preferred. DW agreed to progress and work with the Clerk to obtain planning permission.
9. **Finance**
  - i) To agree the cheque list. There was no cheque list for approval.
  - ii) Financial Summary - the financial summary which had been previously circulated was explained by MF. The summary shows 9 months actual and the 12 month forecast. The CIL expenditure has been agreed and 15% of CIL income by the District Council is passed to the Parish.
  - iii) CIL Projects - The Parish Council has already allocated £10,000 to King Georges Field trim trail and £13,500 to an extra consulting room at the Oxted Health Centre. All received CIL money has to be spent with 5 years of receipt or it is returned to the District Council.
  - iv) MF met with the Chair of Governors from St Marys' school. Although SCC is funding the new classrooms for the merger of Downsview and St Marys' schools the proposal for a MUGA area is resulting from fund raising. DW proposed that £8,000 of CIL money is given to St Marys' school for the MUGA. The proposal was seconded by MF and agreed by all present. It was further agreed that KS will speak to the Chair of Hurst Green School and EP to the Children's Centre in Hurst Green to ascertain if they have any projects which require funding.  
It was further agreed that Oxted Parish Council will have Education, Health and Oxted Town Centre regeneration as key aspirations for supporting.
  - v) Special Projects: General discussion ensued pertaining to extra projects which the Parish Council could contribute to due to the cut in funding to the County and District however Parish Councils are not capped and have funding available:
    - Grass cutting of verges - £2,500
    - Parking enforcement - £2,500

- Wolfs Hill – speed survey, if one has not been undertaken within 5 years and, if agreed follow up with installation of a speed sign - £3,000
  - To stop parking on verges on Wolfs Hill – install solid wooden or concrete posts. County Cllr Cameron McIntosh is obtaining information to enable the Clerk to obtain quotes.
- vi) 2018/19 budget - £40k special items proposed MF proposed the 2018/19 budget and SB seconded the proposal. All present were in agreement.
- vii) 2018/19 Precept –keeping the precept at £50,000 and EP seconded the proposal. All present were in agreement.  
**Action: Clerk to notify TDC**
- viii) MF suggested that it may be beneficial to have representatives of the BID to speak at the March Parish Council meeting.

#### 10. Chairman's announcements

- i) Annual Parish Assembly – following discussion it was agreed that, as the Oxted Community Hall does not have availability for the Annual meeting in 2018 the Clerk will contact the United Reformed Church in Bluehouse Lane. The suggested date for the meeting was 10<sup>th</sup> or 17<sup>th</sup> April. It was further suggested that it would be a positive message to have Grant Aid recipients at the meeting with exhibitions plus a positive message relating to CIL income and funding projects.  
**Action: Clerk**
- ii) Silent Soldier - It was agreed that the Parish Council will purchase 4 Silent Soldiers for siting in North and South Oxted. Final locations will be confirmed. The Clerk will ascertain whether Oxted British Legion is purchasing one.  
**Action: Clerk**
- iii) Hurst Green Road Kerbing – the kerbing at a cost of £7,341 was completed. EP will draft an article for the Parish Newsletter and include photos which were taken.  
**Action: EP**
- iv) War Memorial - The Clerk confirmed the repair and cleaning is being undertaken in the Spring at a cost of £1,925 + VAT funded by the Parish Council.
- v) Ellice Road Parking update – It was confirmed that there are spaces available during the day now that residents, commuters and businesses have got used to the system. MF reported that some businesses are seeking to rent permanent spaces. It was further confirmed that car park is turning around the £100,000 loss on the car park to a £100,000 profit. The next meeting for reviewing the next phase and proposals is being held on 22<sup>nd</sup> January and all are invited to attend.
- vi) KS has reported to the Hurst Green resident that the old Hurst Green sign is not being refurbished by the Parish Council and is to be disposed of.
- vii) Newsletter – the next Parish Newsletter is due and all are requested to submit articles and photos to the Clerk by the 16<sup>th</sup> February.  
**Action: All/Clerk**

#### 11. Highways

- i) East Surrey Transport update – CD reported that the railways are still striking. The ticket office is frequently shut as not sufficient staff has been recruited. The next meeting is scheduled for 10<sup>th</sup> January. The minutes of the previous meeting have been circulated to all Parish Council members.

12. Clerk's report: the report was circulated prior to the meeting and there was nothing further to add.

13. **Correspondence received:** Circulated as received

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

Inclement weather -

Parish Watch system

Special projects - covered tonight and for further consideration at March 2018 meeting

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**Date of the next meeting Tuesday 13<sup>th</sup> March 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)

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

Phone 07510 226989