



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held in the
Meeting Room, the Community Hall, Church Lane, Oxted
on Tuesday 10th July 2018 at 7.30pm

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

County Council McIntosh

Mrs Maureen Gibbins
Clerk to Oxted Parish Council

MINUTES

1. Prayers were led by Cllr Barbara Harling
2. **Apologies for absence:** received and accepted apologies for absence from.
Mrs Karen Weightman, Mrs Beverley Connolly and Mrs Katherine Saunders
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 in attendance.

5. **County Councillor report**

- Internet Cable repair at Hurst Green School – CC McIntosh is liaising with the bursar at Hurst Green School, Burleys and SCC regarding the cut cable. CC McIntosh will keep the Parish Council informed of progress.
- Pedestrian Signs – Wolfs Hill – CC McIntosh confirmed there are pedestrian signs on Wolfs Hill although they are obscured by foliage. The foliage is being cut back and the signs lowered and cleaned.
- It was proposed by DW and seconded by MF that 2 new yellow backed pedestrian signs at a cost of £350 each be erected. All Councillors present were in favour.
- Chalk Pit and Quarry Site – CC McIntosh is meeting with the manager on Thursday 12th July. Discussion ensued regarding the history of the site and agreed movement of vehicles. The incident which was incurred by the Clerk was also raised and CC McIntosh will raise this at the meeting on Thursday. It was proposed and agreed that a speed limit of 30mph should be implemented on Barrow Green Road. It was further agreed that CC McIntosh will ascertain the cost of having a counter installed on Barrow Green Road for the period of at least 1 year. CC McIntosh will keep the Parish Council informed of progress.
- A highways report has listed the roads which are being resurfaced and/or repaired. The first roads being done are Church Lane and Popes Lane. The second round of works to be circulated. Hoskins Road has been listed as a priority.

6. **Minutes:** The Minutes of Full Council meeting held on 8th May 2018 were approved and signed as a true record by the Chairman.
The Chairman requested that members of the Parish Council return their completed Declaration of Interest forms to the Clerk.

7. **Planning Committee:**

- i) Planning Committee: Council approved the minutes of the Planning Committee meetings held on 08/05/18, 29/05/18 and 19/06/18.
- ii) Full Council received the minutes of the Planning Committee meetings held on 08/05/18, 29/05/18 and 19/06/18 .
- iii) Planning Committee report – In the absence of Karen Weightman the Chairman reported as follows: 33 applications considered; 11 no comments; 5 leave to Arboriculturist; 6 leave to TDC Officers; 9 concerns and 2 objections – all of which are detailed in the planning committee minutes.
- iv) DW reported on concern regarding the planning application for St Mary's School and handed the relevant documentation to CC McIntosh to follow up.
- v) CDa expressed concern that there appears to be an unofficial children's nursery being run between Popes Lane and Gibbs Brook Lane in Stock Kitts Cottages.
Action: Clerk to follow up

8. **Burial Committee:**

- i) Burial Committee: Council approved the minutes of the Burial Committee meeting held on 22/05/18.
- ii) Full Council received the minutes of the Burial Committee meeting held on 22/05/18

9. Finance

- i) To agree the cheque list. It was proposed by MF and seconded by SB that the cheque list be approved and paid.
- ii) CIL Projects - MF explained the hold-up with the payment of the agreed CIL funding to the health centre.
Action: Clerk to write to the health centre
- iii) Grant Aid applications for ratification - The Chairman expressed thanks to the Working Party for the work undertaken. The proposals, which had been previously circulated, was briefly discussed. It was proposed by DW and seconded by PW that the recommendations be approved. All were in favour.
- iv) Asset of Community Value - a local resident has requested that the George landmark pub becomes listed as an asset of community value. A long discussion ensued. It was agreed that the Clerk will further discuss with KS.
- v) Financial Regulations - The financial regulations, which had been previously circulated, were adopted following insertion of the relevant point from the standing orders. Proposed by SB and seconded by DW. All were in favour.

10. Chairman's announcements

The Chairman thank all those who turned up to do the litter pick in Hurst Green

- i) Silent Soldiers - Locations have been confirmed as Meadowlands, St Agathas and on the verge by the A25 in Old Oxted.
- ii) Grit bins - The sites of Rockfield Road and St Clair Close have been approved and the Clerk is awaiting the licences.
- iii) Local Hero Awards - LP recommended a local Hurst Green resident who is involved with the planters and gardening works. All Councillors agreed and LP will provide the relevant information to the Clerk for submission.
Action: LP/Clerk
- iv) GDPR - The Council agreed the fee of £80 for the sacks of documents which need shredding.
- v) It was agreed that when the Council moves to Sharepoint, subject to cost, the Councillors will all receive training.
- vi) Grass cutting -Following discussion it was agreed that subject to a cap of £3k proposed by CD and seconded by BH that the Parish Council agrees in principle to contribute to the grass cutting service. All were in favour.
- vii) Review of Standing Orders -The Standing Orders which had been previously circulated were adopted on 10th July.
- viii)Data Protection Policy - The Clerk confirmed that this document is awaited.

11. Highways

- i) Verge improvements - CC McIntosh reported that the works which have been completed have been done to a high standard. The issue of the completed works which had not been previously approved was discussed and it was agreed the Parish Council would fund this too. The invoice outstanding of £5134.50 will be settled. A revised quote for the area o/s 51 Wolfs Wood is awaited.
- ii) East Surrey Transport update - CD reported the next meeting is scheduled to be held in a fortnight. An interim timetable is being revealed.

12. **Clerk's report:** on actions taken since the last meeting was tabled having been previously circulated. It was agreed the Clerk will follow up with Kevin Black the photos following the photo shoot at Hurst Green School.
13. **Correspondence received:** Circulated as received
14. **Items for consideration at future meetings**
 - Inclement weather
 - Parish Watch system
 - Special projects
 - Items for newsletter - silent soldiers, litter pick

Close meeting at 9:22

Date of the next meeting Tuesday 11th September 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

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