



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council to be held in the
Meeting Room, the Community Hall, Church Lane, Oxted
on Tuesday 13th November 2018 at 7.30pm

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

County Cllr Cameron McIntosh

Mrs Maureen Gibbins
Clerk to Oxted Parish Council

MINUTES

1. Prayers were led by Cllr Paul Whitehurst
2. **Apologies for absence:** to receive and accept apologies for absence.
There was none received
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 Cllr David Hodge has resigned as the Leader of Surrey County Council.
- The number of movements agreed for the Chalk Pit site was reduced from 156 to 112; there are to be no movements during school drop off times and all highway damage must be repaired. Providing Southern Gravel do not go to appeal and a judicial review is not sought by a political party the new rulings are effective within 5 months. An appeal can be called anytime within 6 months.
- MF confirmed that the Parish Council agreed to the funding of a traffic counter; CC McIntosh agreed to follow this up.
- The verges outside Hurst Green School are having trees planted rather than bollards. Some of the trees are being donated by Knights Garden Centre with the remainder being funded by the Parish Council. The school children will be involved with the planting.
- The grit bin outside Sainsbury in Oxted is broken; CC McIntosh is funding the replacement from his Highways Allowance.
- CC McIntosh is meeting with the contractors regarding the broken internet cable at Hurst Green School on Thursday 22nd November.
- The Vehicle Activated Sign for Barrow Green Road has been ordered and installation is awaited.
- The consultation pertaining to the Children's centres was raised and CC McIntosh confirmed he has requested an additional drop in session in Hurst Green or Oxted. General discussion ensued and it was agreed all Councillors should submit their comments to the Clerk by 10th December to enable a Parish Council response to be submitted. It was agreed all Councillors could submit their own response to the consultation too.

Action: All Councillors

6. **Minutes:** The Minutes of the Full Council meeting held on 11th September 2018 were approved and signed as a true record by the Chairman of the meeting.

7. **Planning Committee:**

- i) Planning Committee: Council approved the minutes of the Planning Committee meetings held on 11/09/18, 02/10/18 and 23/10/18.
- ii) Full Council received the minutes of the Planning Committee meetings held on 11/09/18, 02/10/18 and 23/10/18.
- iii) Planning Committee report – Cllr. Karen Weightman reported as follows: 37 applications considered; 13 no comments, 5 leave to Arboriculturist; 7 leave to TDC Officers; 7 concerns; 2 objections; 1 could not view application as it was not on the TDC website; 2 not to sell as separate dwelling – all of which are detailed in the planning committee minutes.
- iv) Cllr. Karen Weightman reported that TDC are no longer going to be producing printed copies of the planning applications. It was resolved and agreed that Cllr. David Weightman can source a projector to the price limit of £300.

8. **Burial Committee:**

- i) Cllr. Liz Parker thanked the members who attended the Burial Ground Working party and commented that the burial ground was in good order.
- ii) Burial Committee: Council approved the minutes of the Burial Committee meeting held on 18/09/18.
- iii) Full Council received the minutes of the Burial Committee meeting held on 18/09/18.

- iv) Review of works to be undertaken at the burial ground. The Schedule which had been circulated was discussed. It was resolved and agreed that £5k of expenditure been approved for the burial ground works. A metal pedestrian gate matching the vehicle access gate was agreed.
- v) DW will staple the wire fencing to the perimeter fence.

9. **Finance**

- i) The cheque list, which had been previously circulated was proposed for approval by KW and seconded by SB. All present were in agreement.
- ii) CIL Projects - MF reported that due to unforeseen constraints the progression of the additional consulting room at the Oxted Health Centre was not possible. MF and the Clerk met with Dr Hill and the request was made to use the allocated funds to improve the toilet facilities in the practice however an additional £1500 was required. It was proposed and agreed to provide the additional funding. The Chairman and Cllr Fisher will present the cheque.
- iii) Hurst Green school - The Chairman reported that a quote has been received from Hurst Green School for the installation of a new entrance to the school for the pupils. The expenditure of £10000 was agreed in principle however the situation regarding any planning permission was raised. DW is happy to help with the process if required.
Action: KS to liaise with the school

10. **Chairman's announcements**

- i) Remembrance Service - The Chairman reported that there had been a good attendance at all services in the Parish by Councillors, uniformed groups, Land girls, Military, Shire horses and local residents. Wreaths were laid at the Oxted Memorial, St John's Church and the Hurst Green Memorial. The wreaths from St John's church will be moved to the Hurst Green Memorial in due course.
DW highlighted that timings must be made more formal and that proper protocol must be followed as the event is not political.
TD enquired why the Parish Council did not provide poppies on lamp columns as was done in many areas. The Chairman highlighted that the Parish Council funded 4 Silent Soldiers which are a longer standing reminder of the end of the conflict. The Clerk also mentioned that the RBL had underestimated the demand for the lamp column poppies and had not been able to meet all requests.
- ii) Parish Newsletter - The Chairman reminded Councillors that the next copy of the Parish newsletter is due out in March 2019 however the Clerk requires material from all Councillors by the end of December 2018. Articles pertaining to the Gas Holder, Trim Trail, Vergers, Vehicle Activated Sign, Trees at Hurst Green School, Chalk Pit site; Silent Soldiers and all projects in which the Parish Council has been involved with.
Action: All
- iii) The Chairman informed all that the opening of the Trim Trail is scheduled for 11am on Saturday 24th November.
- iv) Safe Drive Stay Alive Event - The Chairman attended this event on 1st November and reported on what a moving event it was and how beneficial to pupils learning to drive or having just passed their driving test. There were presentations from police, fire officers, nurses and family members who had suffered a loss due to a driving incident caused by tiredness, drunk drivers or dangerous driving.
- v) Chairman's pre Christmas reception will be held from 1200-1400 on Sunday 9th December
- vi) The Chairman attended the opening of the Men in Sheds In Hurst Green

11. **Highways**

- i) East Surrey Transport minutes had been circulated. The Clerk corrected the organisation representation by CD to OPC instead of Oxted Residents Association.
- ii) The membership invoice is due to be paid and the Clerk apologized it had not been done as she had mislaid the original invoice.

12. **Clerk's report:** on actions taken since the last meeting had been previously circulated. In addition the repair to the notice board in Hurst Green had been organized and supervised.

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

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

- Inclement weather
- Parish Watch system
- Special projects
- Budget

The main meeting ended at 9:08. The Clerk left the meeting

15. **Part 2 item - closed to the public**
Clerk's annual review and appraisal

Date of the next meeting Tuesday 8th January 2019 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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