



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 10th September 2019 at 7:30pm

Cllr Katherine Saunders
Cllr Liz Parker
Cllr Barbara Harling
Cllr Reg Hull
Cllr Alan Feesey
Cllr Deb Shiner
Cllr Peter Damesick
Cllr Peter Giles
Cllr Matt Sapsford
Cllr Paul Whitehurst
Cllr Denize Wallace

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:** received and accepted apologies for absence.
Cllr Anne Rivers
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:**
 - Louise Williams – Provided a Rural Housing Update and provided a brief overview of her role for the Parish Councillors. Issues addressed are local need; the requirement for older people to downsize; emerging households; older children still living at home. The aim is to provide affordable homes for purchase or rent. The Chairman thanked Louise for attending the meeting and encouraged Councillors to contact the Parish Clerk for the contact details should they have further questions for Louise.

5. **County Councillor report**

- a. Highways Funding – County Cllr McIntosh confirmed a list has been published of certain roads which are being resurfaced viz Chestnut Copse; Nunappleton Way, Dwelly Lane and Hoskins Road. The utility works on Bluehouse Lane finished however the contractors have not left the site in an acceptable condition and this will be rectified.- Surrey County Council Highways is to commence a Lane Rental system which permits the County Council to fine contractors when works overrun.
- b. The Council has submitted evidence for a blanket ban for parking on pavements thereby giving powers back to the local authority.
- c. Cllr McIntosh requested help with a scheme for resurfacing the routes between Oxted and Hurst Green. Hall Hill needs resurfacing however is not included in the current agreed scheme; the current estimate is £4500.
- d. The Chairman confirmed that the internet cable at Hurst Green School was reconnected by contractors paying 50% of the cost.
- e. The trees partly funded by the Parish Council need to be watered.
- f. Cllr Peter Giles thank Cllr McIntosh for the clearance of the path by Stoney Field It was confirmed that Countryside Access had cleared the footpath.

6. **Minutes:** The Minutes of the Full Council meeting held on 9th July 2019 were approved and signed as a true record by the Chairman.

7. **Planning Committee:**

- i) Planning Committee: Planning Committee approved the minutes of the Planning Committee meetings held on 16/07/19, 06/08/19 and 27/08/19.
 - ii) Full Council received the minutes of the Planning Committee meetings held on 16/07/19, 06/08/19 and 27/08/19.
 - iii) Planning Committee report – Cllr Wallace confirmed that 3 meetings had been held and the Committee had objected to 2 applications, details of which are in the minutes which have been previously circulated.
 - iv) Neighbourhood Plan – 4 Parish Councillors attended the briefing arranged by SSALC. Following discussion it was agreed that Cllrs Alan Feesey, Peter Giles, Reg Hull and Denize Wallace will undertake a scoping report and feed back to the November Parish Council meeting.
- Action: Cllrs Feesey, Giles, Hull and Wallace**

8. **Burial Committee:**

- i) Burial Ground: Burial Committee approved the minutes of the Burial Ground Committee meeting held on 23/07/19.
- ii) Full Council received the minutes of the Burial Ground Committee meeting held on 23/07/19.
- iii) Burial Ground Maintenance and Tender – The Clerk reported that out of the 9 contractors contacted only 1 completed tender have been received. Further tenders have been submitted to organisations suggested by the Parish Councillors. The Chairman will ascertain who the contractors are that have been appointed by Hurst Green School.

9. **Master Park Roundabout**

- i) Report from SCC Highways regarding metal oak tree on roundabout which had been previously circulated was discussed. Cllr Feesey explained his thoughts. It was agreed that for the interim it would be preferable for a minimalist but smart revamp.

- ii) County Cllr McIntosh, Cllr Feesey and SCC representative to meet and undertake an feasibility study.
- iii) Cllr Peter Giles confirmed that the manhole cover on the Master Park roundabout is for sewage pipe access.
- iv) Update regarding kerbing repairs – The kerbing is not currently on the Highways list and will be made safe but not replaced unless the Parish Council is willing to fund. Cllr McIntosh confirmed it would not be questioned if the Parish Council wished to have the light on the roundabout removed.

10. PR

- i) Communication with the residents – Cllr Hull spoke to the report which had been previously circulated. The Parish Council needs to focus on the website and communication with the public. The Clerk is happy with Route22 and it was agreed this relationship will continue
- ii) The Chairman requested photos from North and South of the Parish for uploading to the website.
Action: All
- iii) The Chairman confirmed the plaque for Hurst Green School has been ordered and the Clerk confirmed this is the position at Health Centre also.
- iv) BID liaison – Cllr Wallace confirmed that the BID are requesting a donation of £1500 towards the Christmas lights. Following discussion it was agreed that the Clerk will write to the BID Manager advising that the Council has declined the request.
Action: Clerk
- v) The Clerk will communicate with the BID Manager advising that Cllrs Liz Parker and Katherine Saunders wish to attend the BID Meetings
Action: Clerk

11. Finance

- i) Finance summary - forecast to be reviewed
- ii) CIL Projects – The Chairman confirmed that she would like to propose parking at Bushey Croft with CIL Funding. All Councillors were requested to submit a ‘wish list’ of projects for CIL Funding. The Clerk explained that all projects have to be approved by TDC.
Action: All
- iii) The cheque list was agreed – Proposed by Cllr Parker and Seconded by Cllr Whitehurst

12. Chairman’s announcements

- i) Remembrance Day – it was confirmed that Cllr Katherine Saunders will lay the Parish wreath at St John’s in Hurst Green and Cllr Denize Wallace agreed to lay the wreath at St Mary’s. The Clerk to order an additional wreath for the memorial in Old Oxted.
Action: Clerk
- ii) Prayers at council meetings – Cllr Liz Parker explained what is protocol at TDC. It was agreed that Councillors who wish to have prayers prior to the meeting will arrive at 1925 and the rest of the Council at 1930. The item will no longer be on the agenda.
- iii) Defibrillators – Cllr Wallace confirmed she has spoken with the manager at the Everyman Cinema who is in favour of funding a defibrillator
Action: Cllr Wallace to follow up
- iv) Refuse etc bins – Following the receipt of the email from TDC, all Councillors were requested to submit a list of suggested bin sites to the Clerk by 23rd September
Action: All
- v) The Chairman attended the Opening of the new doors at Hurst Green School
- vi) The Chairman also attended the Inauguration of Anna Eltringham

13. **Highways**

- i) East Surrey Transport update – Cllr Alan Feesey confirmed that there is £50k allocated to Oxted Station and Hurst Green Station independently for improvements. Improvements for Oxted Station include the toilets and assessment of the lighting in the underpass towards the underground car park. Hurst Green improvements include automatic sliding doors between the station and outside, canopy over the ticket machine, 3 more benches on the Victoria bound platform and a ramp for access and egress on the Uckfield platform for passengers who are disabled and those with wheeled accessories. There is not a lot of scope for Godstone station apart from building a new station in the middle of the community village.
- ii) Verge improvement update on quotes – the report which had been drafted by Cllr Alan Feesey, and had been previously circulated, was discussed. It was agreed that Cllr Feesey would obtain 3 quotes for the works and report back to the November Parish Council meeting.

Action: Cllr Feesey

14. **Clerk's report:** the report which had been previously circulated was noted

15. **Correspondence received:** Circulated as received

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

Community hall for meetings
Signage for Oxted
Neighbourhood plan
Silent soldiers

The meeting closed at 2210

Date of the next meeting Tuesday 12th November 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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