



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held in the
Meeting Room, the Community Hall, Church Lane, Oxted
on Tuesday 12th November 2019 at 7:30pm

Cllr Katherine Saunders –Chair

Cllr Liz Parker

Cllr Barbara Harling

Cllr Paul Whitehurst

Cllr Deb Shiner

Cllr Reg Hull

Cllr Peter Giles

Cllr Peter Damesick

Cllr Denize Wallace

Cllr Matt Sapsford

Cllr Alan Feesey

Cllr Anne Rivers

County Cllr Cameron McIntosh

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:**

There was no apologies received

2. **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

3. **Public session:** Two residents attended the meeting.

- i) The first resident attended the meeting to update the Councillors on 'Bringing Colour to Hurst Green' and the Creative Community. A number of suggestions were made by councillors regarding window boxes for people without a garden and residents in sheltered accommodation. The Parish Council is supportive of the initiative and encouraged the resident to keep the Clerk advised of progress.
- ii) The second resident outlined the requirements to make Hurst Green Community Centre more accessible to the disabled. A number of improvements are required. The resident was requested to obtain quotes for the works to be undertaken prior to the Parish Council being able to make a decision.

4. **County Councillor report**

County Cllr McIntosh updated the Councillors :

- a. The footpath by Wheatsheaf has been cut back. Cllr Wallace thanked County Cllr McIntosh for the speed at which the footpath was cut back
- b. A date is awaited for clearance of the underpass and further work is being undertaken to assess whether a new pump is needed
- c. The parking bay suspension has been lifted when St William complete work each day and at weekends
- d. Parking enforcement is being taken over by Sevenoaks Council which will give more control to TDC and control on how many parking enforcement officers are available. CC McIntosh reported that some parish councils have offered to top up parking provision.
- e. SGN signs have all been collected. It was agreed that the road signs had been inaccurate and confusing to drivers.
- f. The winter damage fund is covering the resurfacing and patching. The roads included are Chestnut Copse, Mill Lane, Woodhurst lane and Tandridge Lane.

5. **District Councillor Report**

As I am sure many of you know, Louise Round, Chief Executive of TDC has left the Council. Elaine Jackson is at present Acting Chief Executive.

We have also seen the departure of Piers Mason, Strategic Director of Place, who has resigned due to ill health.

I know some residents have been concerned regarding over-spend at TDC. Much of this is due to the hiring of agency staff, following initial problems of implementation of Customer First. However, TDC have now recruited some excellent staff and we are confident that things will continue to improve.

The Local Plan is before the Inspector and being examined by him. Unfortunately, there had to be a break in proceedings owing to a bereavement within his family.

The roll out of wheelie bins for general (landfill) waste is going well, and Councillors have volunteered to help man the phones to answer queries raised by members of the public. I am going to undertake this role on Thursday morning.

Whilst on the subject of waste, I am pleased to report that TDC's recycling rate is on target at 59.4%. This puts us as having the second highest percentage of recycling in the County.

With regard to our Council House building programme , three bungalows at Barnfield Way, Hurst Green are due for completion this month, whilst 10 homes at The Greenway, Hurst Green are due to be completed in March/April 2020.

All Committee and Full Council meetings are filmed and can be viewed on on TDC's web site. I recommend Councillors taking the time to watch them if possible, as they do give a good insight into the business of TDC.

6. **Minutes:** The minutes of the meeting held on 10th September 2019 were approved and signed by the Chair of the meeting following inclusion in 10i) of the suggestion by Cllr Hull of using Parish Council net for the Parish website AND the removal of the comment in Part 2 viz "Cllr Reg Hull expressed his anger and dissatisfaction"

7. **Planning Committee:**

- i) Planning Committee approved the minutes of the Planning Committee meetings held on 17/09/19, 08/10/19 and 29/10/19.
- ii) Full Council received the minutes of the Planning Committee meetings held on 17/09/19, 08/10/19 and 29/10/19.

- iii) Planning Committee report – Cllr Wallace had nothing to add to the minutes which had already been circulated. Cllr Wallace thanked the Clerk for obtaining the planning training slides from TDC.
- iv) Neighbourhood Plan – It was agreed that Cllrs. Feeseey, Giles, Hull and Wallace will feed back the report to the January Council meeting.
Action: Cllrs Feeseey, Giles, Hull and Wallace
- v) SCC Footpath consultation – Cllr Giles reported he had attended the public enquiry and spoke to the SCC Lead for the consultation. Cllr Giles will update the Council once more is known. All evidence pertaining to the footpaths is helpful and beneficial.
Action: Cllr Giles

8. Burial Committee:

- i) Burial Ground Committee approved the minutes of the Burial Ground Committee meeting held on 24/09/19
- ii) Full Council received the minutes of the Burial Ground Committee meeting held on 24/09/19
- iii) An extra bin is required for recycling – **Action: Clerk**
- iv) Concern was expressed that the burial ground car park is being used as an overflow for the church and this could affect mourners at a funeral
- v) Members of the burial ground committee met with Alex Jones

9. Master Park Roundabout

- i) Feasibility study – County Cllr McIntosh together with Cllrs Shiner, Feeseey and Wallace will meet with SCC Highways to discuss ideas for the roundabout and what is possible.

10. PR

- i) Communication with the residents. Cllr Hull confirmed there has not been a meeting since the last Council meeting. All were encouraged to provide photos of the Parish area and activities for inclusion on the website.
Action: ALL
- ii) BID liaison – Concern was expressed by Cllr Wallace that there had not been a Parish Council representative at the BID meeting on 8th October. Cllr Saunders confirmed she had not been available and Cllr Parker had requested confirmation of time and venue as neither had been finalised.
- iii) Cllr Wallace reported that 21st November was the late night shopping night for Oxted and encouraged all to attend.

11. Finance

- i) Finance Working Group update – Cllr Giles updated the Council on the first meeting of the Finance Working Group and explained the accounts summary and budget which had been previously circulated.
- ii) The Clerk is seeking a meeting with CCLA, an investment management bank used by Parish Councils, with a view to transferring some funds into an interest bearing account.
Action: Clerk
- iii) The budget was tabled and slight adjustment is required prior to it being tabled at the January Council meeting.
- iv) On-line banking is being progressed slowly and will be activated once the mandate is finally approved.
- v) The Clerk reported that the Parish Council received a clean audit report from PKF Littlejohn.
- vi) CIL Projects – Projects suggested were additional parking at Bushey Park, improvements to Hurst Green Community Centre.

vii) To agree the cheque list. The Cheque list which had been previously circulated was approved by all following proposal by Cllr Parker and seconded by Cllr Whitehurst.

12. Chairman's announcements

i) Community hall for meetings – Cllr Wallace proposed that Planning meetings move to TDC as she has been advised that a meeting room can be provided free of charge. The majority of Parish Councillors agreed.

Action: Clerk to contact TDC

ii) Signage for Oxted – it was agreed liaison is needed to be undertaken with the BID.

iii) Silent soldier. The Clerk reported that it is not possible for this to be repaired.

13. Highways

i) East Surrey Transport update – Cllr Feesey reported that the next meeting is being held on 13th November and an update will follow. Lingfield Parish Council has requested to join the group.

ii) Verge improvement update on quotes – this is ongoing

iii) Cllr Parker reported that she attends the Surrey & Sussex Community Rail Partnership and an update will be provided at the January Council meeting.

14. Clerk's report: on actions taken since the last meeting had been previously circulated

15. Correspondence received: Circulated as received

16. Items for consideration at future meetings

The meeting closed at 2210

Date of the next meeting Tuesday 14th January 2020 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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