



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council to be held via the on-line TEAMS remote set-up on Tuesday 14th July 2020 at 7:00pm

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

Mrs Maureen Gibbins
Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:**
There was none
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:** There was one member of the public present regarding the Master Park CIL proposal. The Councillors listened to the representative and asked questions. The Chairman thanked the representative for attending the meeting and confirmed the proposal is being considered later on the agenda and the Clerk will advise of the decision.

District Cllr Liz Parker Report - Staff at TDC have been working extremely hard to assist residents during the Covid-19 pandemic.

A large number have been working from home, but credit must be given to them for dealing with issues promptly.

Current restrictions prevent Members from having face-to-face contact. Therefore, all meetings are conducted using Zoom.

Residents have been particularly complimentary about Biffa's waste collection services. These have been running effectively, with very little (if any) disruption. Where the crews have been unable to collect waste due to blocked access, collections have been undertaken on the Saturday of the same week. Whilst on the subject of waste, I am pleased to report that TDC's recycling rate is 57.4%.

At a meeting of Community Services, concern was expressed by Members regarding fireworks and their effect on animals and vulnerable persons, who were frightened by the noise. The Council's website has now been updated to include laws regarding fireworks, plus tips for pet owners. This will continue to be reviewed and updated.

Staff in the Planning Department have been working extremely hard to process the number of applications submitted. Whilst there had been a shortage of staff, this has now been addressed with successful recruitments taking place.

With regard to our Council House building programme, unfortunately, there has been a delay with the conversion of 18 flats to 9 maisonettes, plus a 2-bedroom bungalow for a disabled person and their carer at The Greenway, Hurst Green. The reasons for the delay are the impact of Covid 19, plus delays in obtaining consent for highway works. Work is now running 8-10 weeks late and completion is now likely to take place in late Summer/early Autumn.

On 7th July Members attended a consultation and presentation, via Zoom, given by Ed Hammond, from the Centre for Public Scrutiny, who has been conducting a review of TDC's constitution and governance. He expressed the need for Officers and Members to work closely together. Training sessions are being arranged for the middle of July.

All Committee and Full Council meetings are filmed and can be viewed 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. These recordings are held for a period of 6 months.

County Cllr Cameron McIntosh - SCC is pushing ahead with capital works programme in regards of highways. Complete resurface of old Oxted High Street road and pavement is planned although the date is still awaited

Section of Tandridge Lane has had the surface dressed

Comms gang cutting back certain areas and Councillors are requested to notify Cllr McIntosh if areas are identified that require works.

County issues: the devolution white paper regarding a unitary authority is taking time. Active travel grant of £8.5 million to promote active travel has been allocated however it is not clear of the way forward for Tandridge. Cllr McIntosh will update councillors when more information is available.

4. **Minutes:** The Minutes of Full Council meeting held on 9th June 2020 were agreed and approved as a true record and signed by the the Chairman of the meeting.

5. **Planning Committee:**

- i) Planning Committee approved the minutes of the Planning Committee meeting held on 09/06/20 and 07/07/20.
- ii) Full Council received the minutes of the Planning Committee meeting held on 09/06/20 and 07/07/20
- iii) The Clerk will check Sharepoint to ensure Councillors can access the folders

6. **Grant Aid Working Group**

The schedule which had been previously circulated was discussed. It was proposed by Cllr Hull and seconded by Cllr Giles for the allocations to be made.

Clerk

The remaining sum of £1000 will be reviewed.

7. **CIL Update**

Proposal for consideration. Cllr Damesick updated the Council as follows:

- Wolfs Wood verges - The Clerk has written out seeking quotes for the proposed works. Working Group are minded to fund these works but do not agree to fund the additional parking spaces

- St Agatha's - applied to Grant Aid but the Grant Aid Working Group steered towards the CIL Working Group and the full proposal is awaited
- Master Park Pavilion project - the full proposal was submitted and has been considered by the CIL Working Group. It was proposed by Cllr Damesick and seconded by Cllr Giles that the Parish Council would commit £90k to the project. It was further agreed that should there be uncommitted funds available in the future the Parish Council could consider a further contribution.

It was agreed that Cllr Damesick and the Clerk will draft a letter to be sent to the Chairman of Master Park confirming the Parish Council's commitment.

8. Roundabout update

Proposal for consideration had been previously circulated. Cllr Feesey is obtaining quotes for the proposed works. If Councillors have any queries or suggestions, they should contact either Cllr Feesey, Shiner or Giles.

9. Finance:

- All invoices for payment were agreed. Proposed by Cllr Giles and seconded by Cllr Shiner
- Covid - 19 (TDC Grant) - following discussion it was agreed the grant should be applied for and split equally between TVA Befriending scheme and The Woodhurst Centre. Proposed by Cllr Wallace and seconded by Cllr Giles.
- The Councillors reviewed and approved the Annual Governance Statement and this was signed by the Chairman and the Clerk
- The Councillors reviewed and approved the Accounting Statements 2019/20 and the Chairman signed the Statements.
- Financial Regulations which had been previously circulated were approved and adopted by the Council.

10. Chairman's announcements:

- Vision Aims - Council and Committee Objectives; the Chairman thanked all Councillors for their feedback
- Asset Register - Cllr Shiner has compiled a schedule of all assets along with photographs. It was agreed to pass the onward works to a Working Group which will have Cllrs Shiner, Parker and Wallace serving on it. The Council will await recommendations from the Working Group pertaining to the replacement of notice boards.

11. East Surrey Transport Committee Update

Minutes circulated when received so all councillors are aware of the updates - nothing to report - next meeting is being on 14th July

12. Clerk's report:- the report which had been previously circulated raised no comments.

13. Items for consideration at future meetings - there was no items raised

Meeting closed at 20:20

Date of the next meeting Tuesday 8th September 2020 at 7.00pm

Copies of Parish Council minutes are held by the Clerk and are available on the Parish Council web-site: www.oxted-pc.org.uk Mrs Maureen Gibbins, Parish Clerk, Phone 07510 226989