



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held via the on-line TEAMS remote set-up on Tuesday 13th October 2020 at 7:00pm

Cllr Reg Hull - Chairman

Cllr Katherine Saunders

Cllr Barbara Harling

Cllr Peter Giles

Cllr Deb Shiner

Cllr Alan Feeseey

Cllr Liz Parker

Cllr Peter Whitehurst

Cllr Peter Damesick

Cllr Matt Sapsford

Cllr Denize Wallace

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:** received and accepted from:
Cllr Katherine Saunders and Anne Rivers

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:**
District Cllr Liz Parker reported on TDC district activities as follows:
 - Staff at TDC continue to work 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. Visits to TDC offices are only permissible where a prior appointment has been made, and a virtual meeting is not possible.
 - Unfortunately, the Bulky Waste Collections in September had to be cancelled. Cllr Parker will give an update regarding the December collections at the next meeting.
 - Cllr Parker am extremely pleased to report the completion and handover of: 19 sheltered one-bedroom flats at The Court, Warlingham; 9 three-bedroom houses, plus 1 two bedroom specially adapted bungalow for a severely disabled person and their carer at The Greenway, Hurst Green.
 - Staff in the Planning Department have been working extremely hard to process the number of applications submitted, with turn-around greatly improved, due to additional full-time staff now in place.
 - The proposed plan to turn Surrey into a Unitary Council has now been put on hold.

- The five Policy Committees at TDC (Community Services, Housing, Planning, Planning Policy and Strategy and Resources) now have a second Vice Chairman.
- A review of the Council's Constitution was debated and agreed at a full meeting in September, to bring it in line with the current practice of virtual meetings being held, due to the Covid-19 pandemic.
- 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 reported as follows:

- The County is keen to reform part of the local government system
- The vote at full council on 13th October was to move out of County Hall in Kingston and move to Woodhatch in Reigate by mid December 2020
- Highways are pushing ahead with the capital works projects
- The parking review is going ahead this year and resident's requests are being considered. Further restrictions are being considered for Station Road West.
- Cllr Hull commented on the parking on Station Road East in which cars appear to be parked all day. It was confirmed that these infringements can be reported on-line.

4. **Minutes:** Full Council approved the Minutes of the meeting held on 8th September 2020.

5. **Planning Committee:**

- Planning Committee: Planning Committee approved the minutes of the meetings held on 15/09/20 and 06/10/20.
- Full Council received the minutes of the Planning Committee meetings held on 15/09/20 and 06/10/20.

6. **Burial Committee:**

- Burial Committee: Burial Committee approved the minutes of the meeting held on 08/09/20.
- Full Council received the minutes of the Burial Committee meeting held on 08/09/20
- Working Party - the date agreed is 31st October from 10am until 12pm

7. **Wolfs Wood**

The reported drafted by Cllr Hull with input from the working group had been previously circulated. Cllr Damesick confirmed he was not aware of the history. Following discussion, it was agreed that a Working Group formed of Cllrs Hull and Giles, the Clerk and County Cllr McIntosh would meet via Teams or Zoom to provide clarity and an action plan. This would be reported back to Full Council.

Action: Clerk/Hull/McIntosh/Giles

The Clerk will check past minutes to confirm the situation regarding the monies which had been ringfenced. **Action: Clerk**

8. **Update re Notice Board replacement**

The report drafted by Cllr Shiner had been previously circulated. It was agreed the broken notice board in Old Oxted will be replaced with a notice board within the bus shelter. The blue plaque to be removed and fixed to the new notice board.

Action: Clerk to source notice board.

Cllr Sapsford suggested using the notice boards from Old Oxted and the burial ground at Pollards Oak Road and replacing one at the burial ground.

It was agreed to further investigate an open double-sided notice board for Pollards Oak Road.

Action: Cllrs Shiner/Parker/Wallace and Clerk

9. **Finance:**

- i) To approve invoices for payment – all payments were approved
 - SSALC Ltd – Working from home training £ 36.00
 - Clerk Salary, Office & Expenses £1,358.18
 - Master Park 3rd ¼ £1,000.00
 - Country Garden Services – maintenance £2,271.22
- ii) Working Group report including ½ year summary – The report drafted by Cllr Giles had been previously circulated. Cllr Giles expanded on the detail and confirmed a quarterly report will be provided going forwards. Cllr Whitehurst thank Cllr Giles for his work.
- iii) Budget 2021/22 – The Finance Working Group will provide the first draft for the November Council meeting.
- iv) Covid – 19 – The Clerk confirmed that an additional £1500 grant is available to provide support to the vulnerable during the current pandemic. The suggestion of vouchers from Morrisons was suggested. It was agreed the support needs to be provided to families. The Clerk will ascertain if vouchers are acceptable for purchasing. A report to be presented to the November Council meeting.

Action: Clerk

10. **Chairman’s announcements: -**

- i) Remembrance Day - Cllrs Hull, Whitehurst and Wallace will be laying wreaths on behalf of the Parish Council. Final arrangements are awaited.
- ii) Website Accessibility – The updating of the website for Web Content Accessibility Guidelines 2.1 is in progress

11. **East Surrey Transport Committee Update**

Minutes and reports circulated when received so all councillors are aware of the updates. Cllr Feese confirmed that a defibrillator is being installed at Hurst Green station plus a cover for the ticket machine.

12. **South East Community Rail Partnership**

Minutes and reports circulated when received so all councillors are aware of the updates. Cllr Parker reported that all benches at stations are being replaced and the old benches are available to anyone who requires one. Cllr Parker will forward the contact details to the Clerk.

Action: Clerk

13. **Clerk’s report: -** The report which had been previously circulated was acknowledged

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

Speed Watch	Morrisons Rep re community works
Visions and Aims	Progress with the roundabout
Neighbourhood Plan	

Meeting ended at 2020

Date of the next meeting Tuesday 10th November 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