



## OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at Hurst Green School  
on Tuesday 20<sup>th</sup> July 2021 at 7:00pm

Cllr Peter Giles - Chairman

Cllr Peter Damesick

Cllr Katherine Saunders

Cllr Paul Whitehurst

Cllr Reg Hull

Cllr Matt Sapsford

Cllr Deb Shiner

Cllr Alan Feesey

Cllr Denize Wallace

County Cllr Cameron McIntosh

District Cllr Chris Langton

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

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## MINUTES

1. **Apologies for absence:** received and accept apologies for absence from:  
Cllrs Liz Parker, Barbara Harling 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 Chris Langton** reported as follows:
  - With the new TDC Administration of OLRG / Independent Alliance, a full round of Committee meetings has now been held. There have been many aspects of TDC that local residents are unhappy with, and the Alliance now has the opportunity to influence effective changes and improvements.
  - TDC are urgently recruiting a new Chief Planning Officer. Additional resource to support Planning work is being sought from neighbouring councils. The Pre-Application service has been re-introduced for the homeowners.
  - It has recently come to light there is a £920K anomaly in the TDC budget resulting from a historical oversight of how pensions were treated in the accounts. There is now an independent audit on how this came about and why it has only recently been detected. It has now been decided which Committee will address the impact of the financial deficit and which will agree measures needed to address root causes and prevent any re-occurrence.

- On the Local Plan, the M25 J6 traffic forecast work is being completed. The Interim Report suggests there may be a way to support the housing need in the Local Plan but how to fund any J6 changes is unclear. In any case, it will be the independent HMG Inspector who will decide if the Local Plan is still deliverable and what other options there may be. TDC will then have to confirm if the plan is revised or a new one started. There were also other areas of the plan that the Inspector was not happy with (including the housing requirement calculation).
- After several serious problems, the new waste contract is now finally performing.
- CIL application process has now been approved by TDC.
- The government is still talking about Unitary Authorities, but it is being made clear that the local identities of east and west Surrey are quite different.

#### Hurst Green & Oxted

- ASB in Oxted and HG has been raised with Police and discussed at Committee. The Police report we requested highlighted a dedicated patrol car to tackle Tandridge ASB and the funding of CCTV installation in both Oxted & HG looks positive - thanks to you at PC.
- Residents are being consulted about the proposal for houses on the garage area in Wolf's Wood. There would also be demolition of some existing old properties.
- Residents will shortly be consulted about a possible limited housing development on part of the Warren Lane depot area.
- After Covid, we are re-starting discussion with the CCG and OHC on possible health service provision within HG
- Thanks to your PC funding, a VAS for Wolf's Hill will be installed by end August. We await the cause of the recent serious accident, but vegetation cutting is already being discussed with SCC.

#### **Questions to Cllr Langton**

Cllrs Hull and Wallace expressed concern that the £920k anomaly had not been identified by the external auditors. SCC Section 151 Officer identified the anomaly. Cllr Giles enquired whether the 2019 accounts have been signed off to which Cllr Langton confirmed they are due to be signed imminently.

#### **County Cllr Cameron McIntosh**

- TDC in position that SCC was in a few years ago. TDC has £11million budget. SCC almost £1billion – now balances the budget and provides the services to vulnerable people and provides the Your Fund Surrey.
- Your Fund bid – applications have been received from Hurst Green tennis club, 2 from Limpsfield Parish Council and 1 from the Barn Theatre.
- CC McIntosh encouraged the parish council to identify a particular cause or project over £25k which could be of benefit to the parish.
- Devolution and Unitary authority is on the governments agenda and the status of parish councils is likely to change.
- CIL to be debated and may not continue.
- A25 junction highways works are being undertaken on 23<sup>rd</sup> August.
- Further works scheduled for Caterfield Lane, Holland Road and Hurst Green Road

- VAS at Wolfs Hill is being installed.
  - Master Park Roundabout meeting on 27<sup>th</sup> July with highways.
  - Gateway Sign – Following discussion the parish council voted 6:3 against funding the sign.
  - Installing a VAS on Westhill is not possible as SCC does not own the verge, there is no power supply and the survey information, which is being obtained from the highways safety team, indicates it is not required.
4. **Minutes:** To approve the Full Council approved the Minutes of the meeting held on 22<sup>nd</sup> June 2021. Cllr Hull proposed; Cllr Shiner seconded and all present agreed.
5. **Planning Committee:**
- i) Planning Committee approved the minutes of the Planning Committee meeting held on 22/06/21 and 13/07/21.
  - ii) Full Council received the minutes of the Planning Committee meeting held on 22/06/21 and 13/07/21.
  - iii) Cllr Damesick highlighted the issues being encountered with the parish council being notified of applications and, some notifications being sent to an old email address. An additional problem is with comments not being uploaded to the planning portal. The Clerk is now notifying the statutory email address and the relevant planning officer.
6. **Finance:**
- i) Working Group update – Cllr Hull reported that he is now chair of the working group. There is an old cheque which requires cancelling. It was agreed the working group will meet quarterly. The bank accounts are in a healthy position.
  - ii) Wolfs Wood Verge – It was agreed these works will be financed from general reserves rather than from CIL. £290k of CIL reserves and £46k in general reserves which leaves sufficient working capital. Cllr Giles confirmed he has attended several meetings with a combination of highways officers, and Harlequin contractors. Cllr Giles will ascertain the kerb design. Harlequin are ready to commence as soon as all the licences have been issued and, once known, a letter drop will be undertaken to local residents. It was agreed the existing footpath does not need to be top surfaced.  
**Action: Cllr Giles/Clerk/Cllrs Shiner/Feeseey**
  - iii) Banking protocol – to be followed up at next Working Group meeting
  - iv) PL insurance – to be followed up at next Working Group meeting

The Councillors noted the payments made since the last Council meeting:

Hurst Green Community Association	£ 337.50
Stocksigns – burial ground sign	£ 81.95
Clerk Expenses	£ 35.01
Clerk Salary & Office	£1,293.67
ICCM – annual membership fee	£ 95.00
HMRC – PAYE & NI	£ 755.69
ICO – data protection fee	£ 40.00
Country Garden Services – maintenance of burial ground	£2,271.22
Clerk Expenses	£ 42.00

7. **Master Park Roundabout**

Cllr Wallace reported that it appears the works cannot be undertaken until April 2022. A site meeting is being held with highways on 27<sup>th</sup> July to review the design and progress the project.

8. **Chairman's announcements:**

- i) Gateway Sign – as stated in the County Councillors report, the parish council is not in favour and voted against funding this project.
- ii) Meeting Venue – The Clerk will review Oxted Community Hall, United Reformed Church, Oxted Library and Hurst Green School.  
**Action: Clerk**
- iii) Remembrance Day Parade – Cllrs Giles and Wallace confirmed they will attend the parade which is being held on 14<sup>th</sup> November. Cllr Sapsford highlighted that the memorial in Old Oxted requires cleaning. Cllr Shiner reported that the Hurst Green memorial requires some maintenance.  
The Clerk will order the poppy wreaths for Remembrance Day.  
**Action: Clerk**
- iv) CCTV – the report which had been previously circulated was discussed. Cllr Hull suggested the project may be a possibility for funding from Your Fund Surry. Following discussion, it was agreed that the working group comprising of Cllr Giles, Hull, Damesick and Parker. The Council gave delegated authority to the Working Group to commission a report at an estimated cost of £2,000.
- v) Litter pick 25<sup>th</sup> July – it was agreed to postpone this event in view of the weather forecast for the day. The Clerk will update the Facebook posting.  
**Action: Clerk**

9. **Standing Orders & Financial Regulations**

For annual review. The Financial Regulations were updated to ensure expenditure levels are £7500 throughout instead of £5000. Standing Orders had not changed. Financial Regulations and Standing Orders were adopted by all present.

10. **East Surrey Transport Committee Update**

Minutes and reports circulated when received so all councillors are aware of the updates.

11. **South East Community Rail Partnership**

Minutes and reports circulated when received so all councillors are aware of the updates.

12. **Actions Log for reference and update**

Available to view in sharepoint. The Clerk will check the schedule of new bins, and which have been installed and those that are awaited.

**Action: Clerk**

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

Neighbourhood Plan  
Speedwatch  
Bus shelter at Broadham Green  
Policies & Procedures  
Complaints procedure - September meeting.  
Liaison with Limpsfield Parish Council  
Breach of code of conduct – September meeting

**Meeting closed at 2045**

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**Date of the next meeting Tuesday 14<sup>th</sup> September 2021 at 7.00pm – To be confirmed.**