



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at Oxted Community Hall
on Tuesday 9th November 2021 at 7:00pm

Cllr Peter Giles – Chairman

Cllr Liz Parker

Cllr Katherine Saunders

Cllr Peter Damesick

Cllr Matt Sapsford

Cllr Denize Wallace

Cllr Anne Rivers

Cllr Paul Whitehurst

Cllr Barbara Harling

County Cllr Cameron McIntosh

Mrs Maureen Gibbins

Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** received and accepted apologies for absence.
Cllrs Deb Shiner, Alan Feesey and Reg Hull
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:** A representative from Opus Xenta Burial records keeping provided a presentation of their software.

County Cllr Cameron McIntosh – reported as follows:

Caterfield Lane has been resurfaced with a £55k contribution from Network Rail.

It is planned to have Holland Road in Hurst Green resurfaced next and is anticipated that this may be undertaken in April 2022.

Barrow Green Road is also to be scheduled for resurfacing.

Tandridge approved CIL funding of £75k for a crossing outside Limpsfield school; the total project costs £231k.

Barnett Shaw area is in need of repair, and this is being considered by SCC.

4. **Minutes:** Full Council approved Minutes held on 12th October 2021.

5. **Planning Committee:**

- i) Planning Committee: approved the minutes of the Planning Committee meeting held on 26/10/21
- ii) Full Council received the minutes of the Planning Committee meeting held on 26/10/21
- iii) Initial draft to Gatwick Consultation – Cllr Damesick updated the Council on the points raised by the Planning Committee in respect of the Gatwick Consultation. It was agreed that a submission to the consultation would be made by Cllr Damesick on behalf of the Parish Council.

Action: Cllr Damesick

6. **CIL: (5 mins) (PD)**

Cllr Damesick reported the final CIL receipt of circa £90k from the Gas Holder has been received. There is circa £257k CIL Funds available although £35k has been ringfenced for the refurbishment of Barnett Shaw play area. £21k has been approved for the police cameras however there could be, potentially, a larger commitment for the CCTV project. Hurst Green Community Centre has submitted a request for funds towards the major refurbishment of the building. Following discussion, it was agreed to invite a representative to the January 2022 council meeting to clarify queries raised.

Action: Clerk

7. **Finance: (5 mins) (RH)**

- i) External audit report – to be reviewed by the Finance Working Group
- ii) PL Insurance – Cllr Hull is preparing a matrix
- iii) Council noted payments which have been made since the last Council meeting. The Finance Working Group is considering the process for authorisation and payment.

Hurst Green Community Centre – Grant Aid	£ 2,000.00
The Barn Theatre – CIL Funding	£25,000.00
Oxted Community Centre – Room hire	£ 224.00
Hurst Green School – hall hire for council meeting	£ 58.00
Clerk expenses	£ 68.81
Clerk Salary & Office	£ 1,293.47
Country Garden Services – maintenance	£ 2,115.02
RBL Poppy Appeal – 3 wreaths & 50 street poppies	£ 205.50
Master Park – 3 rd contribution	£ 1,000.00
Route 22 Ltd – Domain Renewal	£ 36.00
Surrey County Council – design works for Master Park	£ 3,000.00
PKF Littlejohn – external audit fee	£ 720.00
- iv) Full Council approved the payment of the invoice of £21k for the police cameras should it be required prior to the January Council meeting.

8. **Master Park Roundabout**

Cllr Wallace and Giles will liaise with County Cllr McIntosh regarding a Teams meeting with Highways Officer Philippa Gates.

Action: Cllrs Wallace/Giles

9. **Chairman's announcements: -**

- i) CCTV – Limsfield Parish Council has agreed in principle that they would like to collaborate with OPC's CCTV. Limsfield PC is happy to join the OPC public consultation. It was agreed the consultation could be publicised via RH8 magazine, Hurst Green News, Parish website, Facebook, local supermarket. The questionnaire would also be accessible via survey monkey. The cut-off for the consultation would be 7th January 2022.

- ii) RH8 magazine – the draft article which had been circulated prior to the meeting was reviewed. It was agreed to revise the article prior to the Clerk submitting to the editor.
Action: Clerk/Cllr Giles
- iii) Planting of trees in Oxted in conjunction with the BID – It was agreed the Clerk will review in conjunction with the BID, SCC and the treescape project for locations and types of trees. Cllr Damesick also suggested a few trees in the burial ground would have a positive impact.
Action: Clerk

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.

Cllr Parker reported that the access at East Grinstead Station has been improved. Following concerns raised regarding rail timetables, Cllr Parker agreed to request this item be included on the next SECRP agenda.

Action: Cllr Parker

12. Actions Log for reference and update

Actions were noted

The Clerk confirmed that the Broadham Green Bus shelter is being repaired and treated. It was requested that the Old Oxted bus shelter also be treated.

A closer liaison between Limpsfield PC and Oxted PC is being nurtured.

13. Items for consideration at future meetings

Neighbourhood Plan

Speedwatch

Policies & Procedures

Queens Platinum jubilee

Conservation areas – Old Oxted, Broadham Green and Station Road West

Meeting closed at 2115

Date of the next meeting Tuesday 11th January 2022 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