



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at
Oxted Community Hall on Tuesday 12th October 2021 at 7:00pm

Cllr Peter Giles - Chairman

Cllr Liz Parker

Cllr Katherine Saunders

Cllr Peter Damesick

Cllr Paul Whitehurst

Cllr Deb Shiner

Cllr Reg Hull

Cllr Anne Rivers

Cllr Denize Wallace

County Cllr Cameron McIntosh

Mrs Maureen Gibbins

Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** received and accepted apologies for absence.
Cllr Alan Feeseey, Cllr Barbara Harling, Cllr Matt Sapsford
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: (including District & County reports)** In the absence of the District Councillor, Cllr Giles reported as follows:
 - The crematorium application has been approved following appeal.
 - Grant Thornton have completed their analysis and reported to Councillors.

County Cllr Cameron McIntosh - SCC has supported Tandridge on the turnaround of the financial situation.

Surrey has approved the new highways contract. There is a lot of focus on viability. Council is on track to be a net zero by 2030 and we want the County of Surrey to be net zero by 2050.

The economic growth strategy has been approved.

Ensuring right apprenticeship schemes are in place.

In the near future, the aim is to streamline the local government process and, in Cllr McIntosh's view, this could be around 5 years.

Bringing in county deal to take more infrastructure control and more control of CIL. Caterfield lane being resurfaced. Network rail contributing £50k to the road resurfacing works.

Next one is Hurst Green Road and Holland Road. Comms must be right as the work will involve road closure.

Questions – What is the status of the first county deal? In progress, the second county deal is an additional application.

New traffic lights at Limpsfield are working well.

What is happening to Wolfs Row? SGN advised they will be working in Wolfs Row, so resurfacing of has been rescheduled to after the SGN works. Resurface up to care home.

What is time frame for losing parish councils? – Cllr McIntosh's view is that within 5 years parish councils would cease to exist.

VAS on A25 – Cllr McIntosh has discussed this previously with the Parish Council along with the challenges of where this would be located on the highway, considering electricity supply and in light of this, it is unlikely to be a feasible option and SCC will not be taking it forward. Cllr McIntosh declined to provide traffic survey data.

VAS on Wolfs Hill is being installed next month.

4. **Minutes:** Full Council approved the minutes of the meeting held on 14th September 2021.

5. **Planning Committee:**

- i) Planning Committee approved the minutes of the Planning Committee meeting held on 14/09/21 and 05/10/21
- ii) Full Council received the minutes of the Planning Committee meeting held on 14/09/21 and 05/10/21
- iii) Cllr Damesick reported that due to the unavailability of three committee members for the meeting on 5th October, Cllr Wallace attended to ensure the meeting was quorate. Cllr Parker chaired the meeting.

6. **Burial Committee**

- i) Burial Committee approved the minutes of the Burial Committee meeting held on 20/07/21 and 21/09/21
- ii) Full Council received the minutes of the Burial Committee meeting held on 20/07/21 and 21/09/21
- iii) Communication from resident – The Council agreed the original decision communicated to the resident remains valid. The Clerk will draft a reply for approval by the councillors prior to sending to the resident
Action: Clerk
- iv) Working Party 6th November – it was agreed all remaining fences around burial plots will be removed during the working party. The Clerk confirmed follow-up letters have been sent to the owners of the relevant plots and not responses have been received.

7. **CIL**

Cllr Damesick reported a working group meeting was held on 27th September and the notes are in sharepoint. The last significant commitment of £25k was to The Barn Theatre. £167k still available with additional circa £90k still due. Two requests were received from Hurst Green Community Centre which were unclear and further clarification is being sought. £20k has been allocated to Master Park roundabout.

Cllr Giles reported on CCTV – proposal of 3 ANPR cameras on minor roads around Tandridge area –cost £21,270. OPC will pay for the cameras and police will pay for operation, maintenance, and installation.

Cllr Damesick confirmed an application has been invited from St Mary’s school to refurbish the swimming pool.

Following discussion, it was agreed to ringfence £35k for the refurbishment of Barnet Shaw playground. The refurbishment is unable to go ahead until the transfer of ownership has been completed.

8. Finance

The Finance Working Group met on 6th October and reviewed the financial position at the end of September (Council ½ year). Cllr Hull advised that the bank reconciliation had been signed and talked through the finances at 6 months.

- i) It was noted that there remains £2k of Grant Aid funding. Cllr Damesick suggested it could be given to Hurst Green Community Centre to enable the outside area to be tarmacked.
- ii) Wolfs Wood Verge – being done on 15th November
- iii) New notice boards – The Council has already approved the purchase of new notice boards for Hurstlands and Master Park. The Clerk will proceed with ordering.
Action: Clerk
- iv) Banking protocol – Continue as at present but protocol and NALC financial regulations to be reviewed to ensure they are consistent – Update council when complete. Probably January meeting
- v) PL insurance - Proposal to next council meeting showing types of work at which we recommend that work to be done with smaller PL cover than our standard £10,000,000. This will allow more flexibility in our choice of contractor.

To be advised of payments made since the last Council meeting:

Clerk expenses	£ 103.50
JEM Home Services – installation of notice boards	£ 245.00
TVA annual membership subscription	£ 20.00
Computer Solutions – printer ink	£ 31.99
Clerk Salary & Office	£1,293.67
HMRC – PAYE & NI	£ 755.69
Country Garden Services – maintenance	£2,271.22

9. **Master Park Roundabout**

The CIL working group has agreed a limit of £20k for the project. A further meeting is required with Philippa Gates, SCC Highways Officer, to clarify the requirements prior to the design work. Once the design has been completed it must be presented to full council prior to the works going ahead. Cllr Wallace confirmed that the BID is funding the heritage lamp.

10. Chairman’s announcements

- i) CCTV – Cllr Giles confirmed that prior to implementation of CCTV a public consultation needs to be undertaken. General discussion ensued regarding process, regulation and operation for which a consultant will be required. It was agreed TDC should be the system operator rather than the Parish Council.
- ii) Liaison with Limpsfield Parish Council – The Clerk confirmed a meeting has been held with the Clerk at Limpsfield Parish Council. The PC does not have available funding for CCTV as receives limited CIL monies. The Limpsfield Clerk also confirmed that there is available space in the burial ground in Limpsfield and hence financial support to Oxted Parish Council is also not available.

- iii) Complaints Policy – It was resolved to adopt, the previously circulated Complaints Policy, subject to the revisions which had been agreed.
- iv) VAS A25 West Hill – Cllr Giles suggested a Speedwatch survey to gain the data required.
11. **East Surrey Transport Committee Update**
Minutes and reports circulated when received so all councillors are aware of the updates. In the absence of Cllr Feeseey, Cllr Shiner reported there is now a defibrillator installed at Hurst Green Station.
12. **South East Community Rail Partnership**
AGM postponed to 22nd February. One project is to completely refurbish Eridge Station with a lift for disabled access. Minutes and reports circulated when received so all councillors are aware of the updates.
13. **Actions Log for reference and update**
RH8 magazine is a new publication which has recently been launched in Oxted. The Clerk confirmed that parish councils are granted a free entry and the deadline for submission is 10th of the month. It was agreed an article needs to be drafted for the December edition.
Grit bins Brassey/Uvedale and St Clair are in Limpsfield and need to be passed to the Parish council for maintenance.
Bins for Church Lane footpath and the bus shelter to be followed up by the Clerk
Action: Clerk
14. **Items for consideration at future meetings**
Neighbourhood Plan
Speedwatch
Bus shelter at Broadham Green – Clerk to obtain quotes for repair and/or replacement.
Policies - CCTV
Queens Platinum Jubilee
Gatwick plan to extend and second runway – planning committee to consider and draft a parish response.

Main meeting closed at 21:10

Date of the next meeting Tuesday 9th November 2021 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