



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at Oxted Community Hall
on Tuesday 14th September 2021 at 7:00pm

Cllr Peter Giles – Chairman

Cllr Liz Parker

Cllr Paul Whitehurst

Cllr Denize Wallace

Cllr Deb Shiner

Cllr Anne Rivers

Cllr Alan Feeseey

Cllr Peter Damesick

Cllr Reg Hull

Mrs Maureen Gibbins

Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** received and accepted apologies from:
Cllr Katherine Saunders, Cllr Matt Sapsford, Cllr Barbara Harling
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: (15 min including District & County reports)** There was one member of the public in attendance in addition to District Cllr Wren and County Cllr McIntosh

District Cllr Jackie Wren reported as follows:

- Local Plan – TDC have sent a new letter to the inspector. Clerk will scan a copy of the letter to councillors. Councillors were encouraged to listen to 26th August Planning Policy Committee meeting.
- Dog Warden Service at TDC and Mole Valley, there is one in each area, one in Mole Valley retiring and not being replaced. Valgrays Border Collie & Animal Rescue will step in to cover dog warden for the Tandridge area.
- Green garden bin collection – Biffa working as hard as possible, have caught up and are recruiting. If disruption reoccurs refunds may be considered.
- Graffiti and rules around removal; removal can only be undertaken on property owned by TDC. Cllr Wren will provide a list of graffiti removal service providers. Rubbish bins are inadequate in Church Lane by footpath. Clerk will follow up that location and by the bus shelter.

- Anti social behaviour Oxted South and Oxted North – Cllr Wren is meeting with PCSO’s walking round and highlighting the areas. Always report issues to Cllr Wren in Oxted North and Cllr Shiner in Oxted South.

Questions to Cllr Wren – Cllr Hull enquired if there was any news on finances. Cllr Wren confirmed that a major investigation had been undertaken and action is required to put right.

County Cllr Cameron McIntosh reported as follows:

- Finances – Surrey has written to Secretary of State to go to County deal. First step towards devolution for County Authorities. Not quite a bid to Unitary Authority. Parish Councils will be phased out. It is fundamental for some reform to be undertaken in local government.
- Surrey taking in some Afghan refugees – TDC has currently taken in 2 families and should be doing more.
- Limpsfield traffic lights - Resurfacing of A25, now including Wolfs Row will take place overnight starting on 15th September. Replacement traffic lights on sensory system
- Caterfield lane to be resurfaced on 1st October. Will be talking to network rail to find out how much will be contributed by them
- Verges at Wolfs Wood - ongoing
- VAS post is up, and power is in, Westcotec to install sign.
- Master Park roundabout. Quote received and needed to progress

Questions to CC McIntosh – Cllr Parker raised the issue of a new sign for St Johns Church to help with highlighting the Crossing the Threshold group to reach out to the wider community particularly when the proposed café is open.

It is unknown what is happening with the Methodist Church

Cllr Shiner enquired as to the delay and issues with Wolfs Wood and was advised there was failure on behalf of SCC and confusion as to requirements. Permitting scheme takes 8 weeks but hoping to get down to 5.

4. **Minutes:** Full Council approved the Full Council meeting Minutes held on 20th July 2021.

5. **Planning Committee:**

- i) Planning Committee: approved the minutes of the Planning Committee meeting held on 03/08/21 and 24/08/21
- ii) Full Council received the minutes of the Planning Committee meeting held on 03/08/21 and 24/08/21

6. **Burial Committee:**

- i) Burial Committee: the minutes of the meeting on 20/07/21 will be approved at the next full council meeting following a change to wording.
- ii) Cllr Damesick raised the concern regarding the differential in fees which were due to be considered following the issues highlighted by a resident. Cllr Damesick will draft a paper regarding fees.

Action: Cllr Damesick

7. **Finance:**

- i) Wolfs Wood Verge – this has already been covered
- ii) Banking protocol – no update and will review at working group meeting
- iii) PL insurance – no update and will review at working group meeting.

Full Council was advised of payments made since the last Council meeting:

Country Garden Services Ltd	£2,271.22
East Surrey Transport Committee annual fee	£ 10.00
Clerk Expenses	£ 52.83
Computer Solutions – printer ink	£ 34.99
Clerk Salary & Office	£1,293.47
SLCC – 50% of fee for October 2020 virtual conference	£ 15.00
Mulberry & Co – training for Cllr Wallace	£ 60.00
Clarke & Strong Ltd – burial plot marker stakes	£ 126.02
Master Park – second ¼ donation	£ 1,000.00
Room hire at Oxted Community Hall to end October	£ 98.00

8. Master Park Roundabout

Cllr Wallace confirmed a site meeting had been held with SCC. A quote of £3k has been received for the design and feasibility study. Following discussion, it was agreed a CIL application to the Parish Council needs to be completed.

Action: Cllr Wallace

9. Chairman’s announcements:

i) Remembrance Day wreaths – The Clerk confirmed the wreaths have been ordered. Cllr Giles will lay the wreath at the Oxted War Memorial; Cllr Wallace in Old Oxted and Cllrs Parker and Whitehurst at St Johns Hurst Green. The Clerk agreed to order more lamp column poppies.

Action: Clerk

ii) Breach of Code of Conduct – moved to part 2 closed session.

iii) Bins – It is unknown who owns the bins outside Lorimers and thus TDC are unable to remove and replace them. It was agreed the bins in store to go at bus shelter and Church Lane foot path.

Action: Clerk

iv) CCTV – Cllr Giles confirmed he has met with the Crime Prevention Officer and reviewed the area. The consultant initially recommended to undertake the study exceeded the delegated authority funding. Scanguard representative is not a consultant however undertakes the review and assists with trials. A trial is being undertaken in conjunction with another parish council with CCTV poles which are already in situ in Oxted. Cllr Parker raised the issue of concerns in Hurst Green and Holland Road by the One Stop Convenience store.

The ongoing costs for the cameras, maintenance and communications needs to be ascertained. A bid will be made to the CIL Working Group for funding.

Action: Cllr Giles

v) Complaints Policy – Councillors to review the document and feedback comments. Policy to be adopted at October Council meeting subject to comments.

Action: All Councillors

vi) Appointment of Parish Representative to Hurst Green Community Centre – Cllr Alan Feesey agreed to be the representative. New declaration will be completed.

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**

Updated and previously circulated

13. **Items for consideration at future meetings (1 mins)**

Neighbourhood Plan

Speedwatch

Bus shelter at Broadham Green

Policies & Procedures

Liaison with Limpsfield Parish Council

Main meeting closed at 2020

Date of the next meeting Tuesday 12th October 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