



Oxted Parish Council

Annual Parish Assembly

AT

THE YORK ROOMS

ST JOHN THE EVANGELIST, HURST GREEN

WEDNESDAY 16TH MARCH 2022, 7:30PM



CHAIRMAN'S REPORT

The Parish Council has had a busy year progressing many of its own projects and funding other organisations through Grant Aid and from the Community Infrastructure Levy (CIL) that we receive. Details of Grant Aid and CIL are in other parts of this Annual Report.

Wolfs Wood was widened by a small amount and the kerb strengthened to prevent future damage by large vehicles using this road. This project was first approved several years ago so was funded from our reserves.

A vehicle activated sign has been installed on Wolfs Hill to indicate that this stretch of road is shared by pedestrians and vehicles. District Councillor Chris Langton is working with County Councillor Cameron McIntosh to make further improvements to this road where feasible.

We have committed to make an annual donation to the Tandridge Befriending Scheme run by Tandridge Voluntary Action. The scheme aims to provide friendship to people who are feeling lonely or socially isolated.

In collaboration with Tandridge District Council, Oxted Business Improvement District (BID) and Limpsfield Parish Council we have started a project to implement CCTV in Oxted and Hurst Green as a deterrent to crime and anti-social behaviour. A prerequisite to such a project is public consultation. We were pleased to discover that 94% of respondents were in favour of such a project, an overwhelming level of support.

A first step of the CCTV project has been to work with Surrey Police on enhancing their network of ANPR (number plate recognition) cameras. This work is planned to be completed by the time you read this report.

We have contributed to Tandridge District Councils programme of replacing litter bins in Oxted.

The bus shelter in Broadham Green has been repaired and the wood treated.

We started a rolling programme of replacing Parish noticeboards with the first two notice boards to be replaced in Pollards Oak Road and Old Oxted. Replacement noticeboards have been ordered for Hurstlands and Master Park. These should be arriving soon.

The boundary of the local Area of Outstanding Natural Beauty (AONB) is being reviewed. Some evidence has been submitted in support of extending the Surrey Hills AONB boundary.

Some normality has returned to council meetings this year having started the year with virtual meetings, progressively moving to physical meetings. We are very grateful to Hurst Green School who allowed us to hold our socially distanced meetings in their school hall.

We have decided to keep our precept for 2022 / 2023 at the same rate as last year so as not to add to the burden of increasing inflation that we all face.

I wish to thank my fellow Councillors for their dedication and enthusiasm in supporting our Parish.

Cllr Peter Giles

BURIAL GROUND COMMITTEE REPORT

I would like to begin my report by thanking the burial ground committee who along with the Clerk give a huge amount of their time and commitment to the running of the burial ground. Whether it be volunteering for the locking up of the gates or giving up their Saturday mornings to help clear debris, they do so willingly and for the good of the community.

Currently our Clerk, Mrs Gibbins, is having to keep all our records manually, so we have recently initiated a project to implement a more efficient electronic system which hopefully will be less time consuming and bring us into the 21st Century.

We review the Burial Ground fees every year and again this year there is no increase to the fees.

I am pleased to report, work has been completed to extend the footpath from the roundabout to plots further along the burial ground which will allow easier access for wheelchair users.

Regular visitors will notice that we have sadly lost a couple of trees in the recent storms. For safety reasons we kept the main gates closed but I would like to remind everyone that we do have a pedestrian gate from the footpath to the left of the main gates.

As always, we are pleased to meet members of the public and would be delighted to hear of any comments or suggestions you may have for future projects

Cllr Denize Wallace

FINANCE WORKING GROUP REPORT

You will see from the other committee reports that we have continued to support local causes and in addition have invested in several other initiatives.

The Finance Working Group meet regularly to monitor our finances and report the latest status the full council.

This allows financial decisions to be made with full knowledge of our current financial position.

Alongside is our latest financial position. Because our financial year ends March 2022 it represents the actual expenditure to January 2022 and a forecast for the remainder of the year.

We currently have two sources of income.

The precept is the annual amount that Tandridge District Council collect on behalf of the Parish Council and equates to £9.83 for a band D property

The burial income represents monies received for burials and internments.

Each area is monitored separately against our budget.

We expect to end the year with a small surplus in each area.

During the year we funded improvements to Wolfs Wood verges which were taken from reserves.

We are forecasting £26k of reserves at the year end.

Next year's budget has been prepared and agreed by the council. We have not increased the precept and expect to break even.

We also receive income from the District Council who charge developers for new developments This is known as the Community Infrastructure Levy CIL. Almost all of this has come from the re-development of the gas holder.

We can use these funds for community benefit.

Details of the expenditure and plans are shown in the CIL report.

Cllr Reg Hull

<u>NORMAL ACTIVITY</u>	
INCOME	
Precept	50,000
Interest	75
TOTAL INCOME	50,075
EXPENDITURE	
Administration	30,000
Grant Aid	8,000
Master Park	4,000
Notice Boards	3,700
Maintenance	500
Projects	3,000
TOTAL EXPENDITURE	49,200
NET INCOME	875

<u>BURIAL GROUND</u>	
Income	29,000
Expenditure	27,000
NET INCOME	2,000

<u>OVERALL</u>	
Normal	875
Burial Ground	2,000
NET INCOME	2,875

Community Infrastructure Levy (CIL)	
Income	90,979
Expenditure	144,533
NET EXPENDITURE	-53,554
<i>Balance remaining for future projects.</i>	236,572

CIL WORKING GROUP REPORT

COMMUNITY INFRASTRUCTURE LEVY: PARISH COUNCIL USE OF FUNDS

Oxted Parish Council is allocated a (small) share of the funds raised by the Community Infrastructure Levy (CIL) which is charged by Tandridge District Council on new developments in the area. The bulk of the CL funds recently received has come from the redevelopment of the Oxted gasholder site.

The Parish Council's key objective in the use of CIL funds is to optimise the overall community benefit within Oxted parish. The types of infrastructure that can be supported with CIL funds includes a broad range. The Parish Council's strategy gives priority to projects providing community benefits in the areas of: amenity, public realm and environmental improvements; enhanced use and community benefits of social and public facilities; safety; social welfare, education and health.

The Parish Council has recently provided CIL funding to the following projects

- £5,533 for a Vehicle Activated Sign (VAS) on Wolfs Hill, Hurst Green
- £90,000 towards the costs of the Master Park Pavilion development
- £25,000 towards the costs of the Barn Theatre extension project providing an enhanced foyer and new toilet facilities
- £6,000 to Hurst Green Infant School and Nursery for furniture and books for a new library.
- £21,000 for the installation of CCCTV with automatic number plate recognition cameras on roads around Oxted, as part a larger project implemented by Surrey Police.

The Parish Council has active plans for further projects for CIL funding. These include improvement of the roundabout on Church Lane and a major project to instal CCTV in Oxted town centre and Hurst Green. Other projects are under consideration.

Cllr Peter Damesick

PLANNING COMMITTEE REPORT

Oxsted Parish Council is a statutory consultee on planning applications in the Oxsted parish area. The Planning Committee of five Councillors meets on a three-weekly basis to review and consider planning applications. The Committee submits comments to Tandridge District Council, the authority responsible to granting or refusing planning permission.

The number of planning applications increased substantially over the past year compared with the previous twelve months when the impact of the pandemic and related restrictions was greater. There were 276 applications relating to properties in Oxsted parish during 2021 compared with 205 in 2020. The great majority of applications in Oxsted are for extensions or conversions of residential properties.

A change in planning regulations on property use classes which came to effect in 2020 has meant there have been fewer applications for changes of use in town centre properties as they are typically no longer required. Shops, cafes, restaurants and banks, for example, are now all with same Use Class Order E so changing from one of these uses to another is possible without the need for planning permission.

Cllr Peter Damesick

GRANT AID WORKING GROUP REPORT

Oxted Parish Council considered all applications received and ratified the decisions made by the Working Group at its June 2021 meeting. Applications from organisations that serve, in some way, the Parish of Oxted are invited annually to apply, the closing date is 1st May annually. The Council prefers to contribute to specific items rather than giving money to a 'general pot'.

The budget set for 2021/22 was £8,000.00 and 12 applicants requested a total of £10,645.60. The following received grants.

St Mary's Oxted	£ 500.00
Oxted & District Citizens Advice	£ 400.00
Hurst Green Community Association	£ 337.50
Oxted Patients Access Group	£ 337.50
Oxted Hygiene Bank	£ 500.00
Godstone Bowling Club	£ 337.50
The Woodhouse Centre	£1,170.00
Make a Scene (Oxted Young Persons Theatre)	£ 580.00
Kings Church	£ 337.50
Creative Community	£1,500.00
Hurst Green Community Centre	£2,000.00

Cllr Liz Parker

OXTED UNITED CHARITIES

Registered No: 200056

Oxted United Charities 2021/2022

Registered No: 200056

The Charity provides help to the poor, sick and elderly in the Ancient Parish of Oxted, that is Oxted and Hurst Green. Our main source of income is the Henry Smith Charity, although small amounts are received from a number of other charities.

Throughout the past year we have continued to assist the poor, sick and elderly in the Parish by making grants to individuals and families and issuing vouchers for goods.

We commenced the year with a cash balance of £7521.07. As at the date of this report we have received income of £3217.76 and made payments of £4416.61, the account balance at 25.2.2022 being therefore £6212.22. By our financial end-of-year (28.2 2022) we expect further income of £107.62 and it is possible that we may have further expenditure. We issued 43 Christmas Vouchers to people in Oxted and Hurst Green, and to-date, have helped 6 families in need, and assisted Hurst Green School in setting up a new library in order to assist disadvantaged children. We should note that our income this year is lower than usual owing to a delay in receiving the annual grant from the Henry Smith charity. We did however receive a cheque for £2500 from Oxted and Limpsfield Age Concern as a result of the winding up of that charity.

This has been another difficult year, but we have been able to give a number of grants whilst observing all regulations. We have continued to liaise with other local charities and organisations. In particular we have received from and given help to the St Silvans Area Charity in making two grants.

The Chairman and the Clerk would like to thank their fellow Trustees for all their hard work during the year. Additionally, we thank the retail outlets in Oxted and Hurst Green for their courtesy in accepting our vouchers and dealing with them so efficiently. Donations and bequests to the Charity are always gratefully received.

Trustees: The Rev'd Prof. Mary Seller – Chair (715675)

Mrs Margaret Bamford (714852),

Mrs Barbara Harling (723034)

Mrs Sheila Steele (712527)

Mrs Tricia Whyte (370204)

Mr Chris Berry - Clerk (818549)

C.J. Berry - 25th February 2022

MASTER PARK MANAGEMENT COMMITTEE

Stewardship Review for the Year 2021

On behalf of the Master Park Trustees, and before mentioning anything else, I would like to (again) say how: *Grateful and Appreciative* we are with the incredibly generous CIL donation that Oxted Parish Councillors awarded to Master Park towards the building of a new pavilion for the community.

This £90,000 was the first donation we received and was so important for many reasons, not least for putting us in a position to encourage others to donate (including Tandridge District Council).

Some of this has now been used for instructing architects to give us final drawings ready for tender.

Our New Pavilion - The current building is un-fit for purpose to meet the demands of both the community and sports clubs combined and so, with this in mind, we have designed a multi-use facility.

We have created a café within the new design which will be the main Hub of the Park and will be used by Pavilion users as well as the general public visiting the Park.

We also have designed disabled and abled bodied public toilets (with baby-changing facilities) and all areas will be wheelchair accessible.

The new building will have Community Rooms in addition to meeting the sporting requirements for the Football, Cricket and other sports clubs.

NEW - We have now applied to the Surrey County Council's "Your Fund" which was set up to give donations to local charities and good causes within the Tandridge area.

We have requested £1 million from this fund and are cautiously hopeful that this will be successful. It was certainly helped by almost 25% of community households registering their support on the SCC website, an incredible ratio, which again, we are grateful for.

We will then still need to raise another £300,000 from the local community and business but we feel this is "do-able"

Our timeline is to start building in October 2022 and to hopefully finish late summer 2023 to celebrate the 100th Anniversary of Master Park.

What has become *glaringly apparent* during the last 2 difficult years is just what a **VITAL ROLE** the Park has played for peoples' health whether it be physical, mental or emotional and how *lucky* we ALL are to have this beautiful green space in the *Heart of the Community* this is, surely, something that is worth working hard for!

Pammy McNaughton - Chairman