



## OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at Oxted Community Hall  
on Tuesday 8<sup>th</sup> February 2022 at 7:00pm

Cllr Peter Giles – Chairman  
Cllr Peter Damesick  
Cllr Liz Parker  
Cllr Katherine Saunders  
Cllr Anne Rivers  
Cllr Reg Hull  
Cllr Alan Feeseey  
Cllr Deb Shiner  
Cllr Denize Wallace

District Cllr Catherine Sayer  
County Cllr Cameron McIntosh

Mrs Maureen Gibbins  
Clerk & RFO to Oxted Parish Council

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## MINUTES

1. **Apologies for absence:** received and accepted apologies for absence.  
Cllrs Paul Whitehurst, Barbara Harling and 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:**  
**The Manager of The Westway, Caterham attended the meeting -** The Manager highlighted the activities run at The Westway and left a programme of events for the councillors. The Manager wishes to see more synergy between the North and South of the M25 within the Tandridge area. A number of Learning Sessions are being implemented initially covering fire safety, first aid and parkinsons. The Chairman thanked the Manager for attending the meeting and addressing the council.

**District Cllr Sayer - reported as follows:**

- Cllr Jackie Wren, Cllr David Stamp and Cllr Catherine Sayer have received many enquiries regarding recent activity at the school plantation site at the top of Barrow Green Road. We would like to inform the Oxted Parish Council that

TDC has taken enforcement action which will hopefully stop any further problems. Also, the contractors there have been made aware of their responsibilities in terms of the trees with TPOs.

- Local Plan: On 21 January, TDC sent a response to the Inspector setting out 4 options for the way forward. Withdrawal of the plan was included but it was made clear that this option is not financially viable and would significantly increase the risk of speculative planning applications and appeals. The second option is to proceed with the existing Plan, the third is to proceed but with a 5-year review, and the fourth is a shortened plan period that places no reliance on the Garden Community. The full response is published on the TDC Local Plan page under "TED51". We were keen to give the Inspector as wide a spread of options as possible to maximise the chance that we can get a Local Plan of some kind in place. We are acutely aware of how important that is for the District, and particularly our District which is 94 per cent Green Belt. If we don't have a Local Plan, the District is likely to face a wave of inappropriate applications on Green Belt sites. And we will face the consequences of a much higher housing need figure. All Cllrs on the Planning Policy Committee agreed with this response except for 3 of the 4 Conservatives who wanted to include only option 2 - the original Plan. We are now awaiting the Inspector's reply.
- Chalkpit Quarry - Cllr Sayer met quarry representatives at TDC today, they are keen to go ahead with plan for housing - looking at consultation results and likely to reduce number of houses
- AONB/AGLV Consultation- a lot of responses, photos and descriptions were submitted, and the Natural England Consultant will consider all and subsequently visit all the sites prior to drafting of list of areas for further public consultation and result by March 2023. Decisions must be agreed by the Secretary of State.
- Budget - TDC has used a lot of its reserves and major savings have to be made. There has to be a review of the structure at TDC including slimming down staff numbers, renting out unused council office space. The Council is also working with neighbouring districts to share services. The proposed budget will be presented to full council on Thursday 10<sup>th</sup> March.

**County Cllr McIntosh** - reported as follows:

- Budget set today, raised council tax by 4.99%. to cover inflation, social care, and mental health care provision. 1% is allocated to mental health services.
- Three types of devolution have been highlighted in the current white paper.
- Highways -White line down Barrow Green Road and Station Road East, Bluehouse Lane and the zebra crossing. If councillors identify other areas requiring lining, they are requested to email CC McIntosh.
- CC McIntosh is pushing for the resurfacing Holland Road and Hurst Green Road to be completed in this financial year.
- Installing crossing outside Limpsfield school on 21<sup>st</sup> February.
- Master Park roundabout - 2 quotes on 2 different designs - being progressed by highways.
- Slurry dressing in Station Road East - April onwards (possibly summer)
- Part funding towards Woodhurst Lane works, cutting into the bank in some sections to improve the footpath.

4. **Minutes:** To approve the Full Council meeting Minutes held on 11<sup>th</sup> January 2022.  
The council approved the minutes of the meeting held on Tuesday 11<sup>th</sup> January and they were signed by the Chairman.
5. **Planning Committee:**
- i) Planning Committee approved the minutes of the Planning Committee meeting held on 25/01/22.
  - ii) Full Council received the minutes of the Planning Committee meeting held on 25/01/22.
  - iii) Cllr Hull reported that classes have changed, and businesses don't always have to apply for change of use. Changing use orders was implemented by central government in 2021.
6. **Burial Committee:**
- i) Burial Committee will approve the minutes of the Burial Committee meeting held on 11/01/22 at the council meeting on 08/03/22
  - ii) Full Council will receive the minutes of the Burial Committee meeting held on 11/01/22 at the council meeting on 08/03/22.
  - iii) Article in the Observer was noted, and the response from a resident was acknowledged. It was agreed that no further action is being taken.
7. **CIL:**  
Cllr Damesick reported a new application for funding has been received from Hurst Green Tennis Club. Current CIL position is as follows:  
Available funds: £239,072  
Ringfenced for Master Park Roundabout: £17K  
Barnet Shaw play area: £35k  
CCTV approx.: £100k  
Cllr Sayer agreed to forward the criteria set by TDC.
8. **Finance:**
- i) To be advised of payments made since the last Council meeting:

Harlequin Building Contractors – Wolfs Wood Verges	£24,037.50
Clerk Salary & Office	£ 1,519.70
Clerk Expenses	£ 64.68
Oxted Community Centre – overrunning of room hire – 11/1/22	£ 14.00
Country Garden Service – maintenance	£ 1,250.62
Glasdon UK Ltd – bin for Church Lane	£ 511.21
Greenbarnes Ltd – notice board for Master Park & Hurstlands	£ 3,829.95
9. **CCTV – Invitation to tender.** Cllr Giles confirmed that more work needs to be undertaken to finalise the invitation to tender. Cllr Giles has followed up with Simon Evans (Surrey Police) regarding the installation of the 3 ANPR cameras funded by the Parish Council; it was confirmed one has been installed and others are to follow. A meeting will be held with Runnymede, Cllrs Giles and Hull and Simon Evans to understand the monitoring system and costs. A report regarding the CCTV consultation and responses will be provided for the RH8 magazine together with mention of the APA on Wednesday 16<sup>th</sup> March.
10. **Master Park Roundabout**  
Report from Surrey Officer Philippa Gates following her visit to the area. Two designs will be provided, one with a path width of 1.5m and the other with a path width of 1.8m. The Master Park Roundabout Working Group will follow up.
11. **Chairman's announcements:**

- i) Planting of trees in Oxted in conjunction with the BID/Queens Jubilee, it was agreed a meeting will be held to further this possible project.
- ii) Data Retention Policy –It was agreed this will be considered at the March Council meeting.
- iii) Grants up to £10,000 available to support groups to develop creative and cultural activities in 2022 and working with The Westway. The deadline for applications is the end of February 2022. Cllr Saunders obtained posters for displaying on the parish notice boards.
- iv) Queens Platinum jubilee/Trees – suggestions were as follows:
  - £70 of books for schools
  - Entertainment for care homes - £300 for 30-40 minutes for 2 sessions or £500 for 4 sessions.
  - Jubilee benches –the purchasing of 2 benches one each for Oxted South (junction of Nonappleton Way and Hurst Green Road) and Oxted North (location to be finalised) was discussed and will be finalised at the March Council meeting.

**Action: Clerk**

- Possible picnic in Master Park. It was agreed Cllrs Hull and Wallace are to draw up a plan and budget for presenting to the March Council meeting.

**Action: Cllrs Hull & Wallace**

- Planting trees to join the Queens jubilee canopy. Cllr Shiner will obtain costs and varieties of trees.

**Action: Cllr Shiner**

- v) Annual Parish Assembly -Wednesday 16<sup>th</sup> March 2022 at The York Rooms, St Johns Church. The Clerk confirmed invitations have been sent, grant recipients invited, the Speaker has been confirmed. Final arrangements will be confirmed at the March Council meeting.

**Action: Clerk**

**12. East Surrey Transport Committee Update**

Minutes and reports circulated when received so all councillors are aware of the updates. Access for all funding, which had been previously circulated was highlighted by Cllr Feesey. A response has been sent by Cllr Feesey requesting disabled access at Hurst Green station

**13. South East Community Rail Partnership**

Minutes and reports circulated when received so all councillors are aware of the updates. Cllr Parker confirmed she had not been aware of the recent meeting however had received the minutes. She will be attending the next meeting on 8<sup>th</sup> March. Cllr Parker confirmed that disabled access is being improved at East Grinstead Station.

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

No issues raised.

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

Neighbourhood Plan

Speedwatch

Policies & Procedures

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

**Meeting closed at 2110**

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**Date of the next meeting Tuesday 8<sup>th</sup> March 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](http://www.oxted-pc.org.uk) Mrs Maureen Gibbins, Parish Clerk, Phone 07510 226989