



Minutes of the meeting of Oxted Parish Council held at Oxted Community Hall  
on Tuesday 12<sup>th</sup> April 2022 at 7:00pm

Cllr Peter Giles – Chairman  
Cllr Peter Damesick  
Cllr Liz Parker  
Cllr Barbara Harling  
Cllr Reg Hull  
Cllr Deb Shiner  
Cllr Alan Feesey  
Cllr Matt Sapsford

Mrs Maureen Gibbins  
Clerk & RFO to Oxted Parish Council

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Following the sad passing of Cllr Anne Rivers, a minute's silence was held at the beginning of the council meeting

## MINUTES

1. **Apologies for absence:** received and accepted apologies for absence from:  
Cllrs Katherine Saunders, Paul Whitehurst and Denize Wallace
2. **Declarations of Disclosable Pecuniary Interest: (1 min)** *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: District Cllr David Stamp** reported as follows:
  - School plantation, being dealt with by TDC planning department and cars are to be removed.
  - Strategy & Resources committee have considered the electoral commission proposal who are seeking a change in the way the elections operate. There will be a public consultation after the elections.
  - Community Services Committee have been addressing issues regarding the toilets on A25.
  - Licensing Committee are undertaking the regular reviewing of the procedures
  - Climate Change Group have discussed the provision of car charging points but are waiting until County makes a decision.
  - Surrey Environmental partnership are considering a deposit return scheme however plastic can only be recycled once although can subsequently be made into backpacks.
  - It was confirmed mixed recycling will continue however more information and guidance is required to be provided to residents.

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

- Kent Hatch Road being resurfaced in 3 stages.
- Crossing works by Limpsfield School is in progress
- Moorhouse Lane will be being done.

- Barrow Green Road is being resurfaced. Cllr McIntosh confirmed Southern Gravel has been approached for a contribution towards the works. The Quarry is being quite helpful and, permits depending, works will be undertaken at the end of July.
  - Waiting on Holland and Hurst Green Road; these will be completed however a timeline has not yet been confirmed.
  - Pleased to see Parish Council is going ahead with the funding for the design of the roundabout. Residents are pleased the Parish Council is getting the work done.
  - Lines have been refreshed on Ellice Road and Beatrice Road and this has slowed the traffic down.
  - Mini roundabouts in Hurst Green by St Agathas and by the Diamond pub paint to be refurbished.
  - Double yellow lines will be installed in Hurst Green.
  - Agreed to finish some edging work in Woodhurst Lane and to extend footpath.
  - Wolfs Hill will be cut back as much as possible by the Comms Gang once the contract has been confirmed. Other measures are also being explored.
4. **Minutes:** To approve the Full Council meeting Minutes held on 8<sup>th</sup> March 2022. The minutes were approved by the full council and signed by the chairman.
5. **Planning Committee:**
- i) Planning Committee approved the minutes of the Planning Committee meetings held on 08/03/22 and 29/03/22.
  - ii) Full Council received the minutes of the Planning Committee meeting held on 08/03/22 and 29/03/22.
6. **Burial Committee:**
- i) Burial Committee approved the minutes of the Burial Committee meeting held on 15/03/22.
  - ii) Full Council received the minutes of the Burial Committee meeting held on 15/03/22.
7. **CIL:** Cllr Damesick confirmed the funds have been transferred to Hurst Green Tennis Club and recognition of the funding will be provided once the project has been completed. Cllr Shiner, Feesey and Parker met with Cllr Langton to discuss the improvement of the area in front of the Pollards Oak shopping area. It was confirmed, in principle, this could be a suitable project for CIL funding however a detailed proposal is required. Cllr Damesick confirmed that Rev'd Canon Anna Eltringham raised the issue of funding for a project at St Johns which would introduce outreach work at the church.
8. **Finance:**
- i) Finance Working Group Report –Cllr Hull confirmed that was nothing to report as the next meeting is scheduled for 3<sup>rd</sup> May and a report will be presented to the council meeting on 10<sup>th</sup> May.
  - ii) To be advised of payments made since the last Council meeting:

Clerk Expenses	£ 33.38
Computer Solutions – printer ink	£ 69.99
New Ink Printing Company Ltd – Annual Reports	£ 155.00
Country Garden Services Ltd	£ 2,271.22
Clerk Salary & Office	£ 1,309.30
Clerk Expenses	£ 24.80
9. **CCTV** – Cllr Giles confirmed there has been no progress in the last month. Next stage is a follow up meeting with Runnymede, and this has not yet been arranged.

**10. Notice boards – Oxted Station and Londis in Hurst Green**

Cllr Shiner reported a couple more notice boards need replacing; one by Oxted Station and the other in Hurst Green by the Londis. Clerk obtained quotes and samples. It was agreed both boards will be 50/50 again with one side opening. Clarification on opening aperture to be ascertained.

**Action: Clerk/Cllr Shiner.**

Cllr Sapsford raised the issue of the OPC identity on the old notice board by the Thai Pad. The Clerk will follow this up again.

**Action: Clerk**

**11. Master Park Roundabout**

Cllr Giles reported that Cllr McIntosh has committed to fund reset the kerbing around the edge. The Funding of the Design work was agreed and, although no fixed timescale, it is planned for the current financial year. The Parish Council will not be sure of cost for the works until design completed and quotes received.

**12. Queens Platinum Jubilee**

**Picnic in the park**

- Cup & Saucer ride and coconut shy booked, and deposit paid
- DJ booked and deposit paid
- Contract for Master Park to be signed, returned and deposit paid

**Bench**

- The Clerk confirmed she has now received confirmation that planning permission is not required. The bench will be ordered and delivered to the address of Cllr Parker awaiting installation.

**Action: Clerk**

**Trees** – following discussion it was agreed:

- 2 x Cyprus trees @ £136 each
- 1 x Copper beech @ £48
- All will be planted in the burial ground. The Clerk will liaise with the maintenance team. Queen Platinum Jubilee plaques to be installed by the trees.

**Action: Cllr Shiner/Clerk**

**Entertainment**

- The Clerk confirmed that Cllr Saunders has confirmed the booking however is awaiting confirmation of dates. It was agreed the entertainment will be held at David Gresham House.

**Action: Cllr Saunders**

**13. Chairman's announcements:**

- i) Planting of trees in Oxted in conjunction with the BID – Cllr Giles confirmed that there has been no progress since the last meeting.
- ii) Data Retention Policy – The Clerk confirmed there was nothing to report.
- iii) Annual Parish Assembly – The Chairman confirmed there had been a good turnout and positive feedback received.
- iv) Grant Aid – Following discussion it was agreed that Cllr Damesick will, in conjunction with the Clerk, set up a Teams meeting with Cllrs Parker, Feesey and Wallace for early May. Cllr Giles will provide an indication of the areas to be reviewed.

**Action: Cllrs Damesick, Giles/Clerk**

- v) Ukraine Support – Cllr Giles confirmed that Cllr Wallace is, on behalf of the Parish Council, purchasing food supplies which are in greater demand than medical aid at present. Cllr Parker highlighted the items which are listed as being required at present.

- vi) Cllr Giles confirmed that all responsibilities which were covered by Cllr Anne Rivers will be covered by other councillors until the May meeting when all responsibilities are reallocated. The Clerk confirmed that the legal duty of advertising the casual vacancy can be delayed until after the funeral.
14. **East Surrey Transport Committee**  
Cllr Feesey confirmed all minutes and reports are circulated when received so all councillors are aware of the updates.
15. **South East Community Rail Partnership**  
i) Minutes and reports circulated when received so all councillors are aware of the updates. Cllr Parker confirmed the next meeting is scheduled for 14<sup>th</sup> June. Improvements at Crowborough station have been completed.  
ii) Disabled access at Hurst Green station is for further consideration at the next meeting on 14<sup>th</sup> June.
16. **Actions Log for reference and update**  
The action log, which had been previously circulated, had been updated through the agenda
17. **Items for consideration at future meetings**  
Neighbourhood Plan  
Policies & Procedures  
**Conservation areas - Old Oxted, Broadham Green and Station Road West - The Clerk will check this area with the Limpsfield Parish Clerk.**

Meeting closed at 2055

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**Date of the next meeting Tuesday 10<sup>th</sup> May 2022 at 6.00pm**

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