



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at Oxted Community Hall
on Tuesday 27th September 2022 at 6:30pm

Cllr Deb Shiner – Chairman
Cllr Liz Parker
Cllr Alan Feesey
Cllr Barbara Harling
Cllr Reg Hull
Cllr Paul Whitehurst
Cllr Peter Giles
Cllr Neil Rivers
Cllr Peter Damesick
Cllr Jean Inker (part time arrived at 7pm)

Mrs Maureen Gibbins
Clerk & RFO to Oxted Parish Council

Following the sad passing of HRH Queen Elizabeth II, a minute's silence was held at the beginning of the council meeting

MINUTES

1. **Apologies for absence:** received and accepted apologies for absence.
Cllrs Katherine Saunders and Denize Wallace
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:** There was no member of the public present.
4. **Minutes:** To approve the Minutes of Full Council meeting held on 12th July 2022.
Full Council approved the minutes of the meeting on 12th July, and they were signed by the Chairman.
5. **Planning Committee**
 - i) Planning Committee approved the minutes of the Planning Committee meetings held on 12/07/22, 02/08/22 and 23/08/22.
 - ii) Full Council received the minutes of the Planning Committee meetings held on 12/07/22, 02/08/22 and 23/08/22
6. **Burial Committee**
 - i) Burial Committee approved the minutes of the Burial Committee meeting held on 19/07/22.
 - ii) Full Council received the minutes of the Burial Committee meeting held on 19/07/22

- iii) The upgrading of the roundabout and installation of the new circular bench is currently on hold.

7. Finance

- i) Accounts update – Cllr Hull highlighted the issues raised in the paper which had been previously circulated. Burial income remains low and is an unknown quantity. The revised budget remains in situ. The election invoice is still awaited although it is known the cost is in the region of £8600.

The annual audit has been signed off; it was noted that a comment was made regarding the variance explanation which is being queried with the auditors.

- ii) To note payments approved and authorised

Clerk Expenses	£ 63.86
Master Park 2 nd 1/4 payment	£1,000.00
Country Garden Services	£2,271.22
Viking Direct (stationery items)	£ 151.09
That's A Moore – QPJ Music at David Gresham House	£ 200.00
East Surrey Transport Committee subscription (previous bank details provided were incorrect so payment refused)	£ 10.00
Zurich Insurance – Keyman Cover	£ 16.43
OCH – Hire of meeting room on 6/7/22	£ 14.00
St Marys Church – Grant Aid	£ 500.00
Surrey Fire & Rescue – Safe Drive Stay Alive – Grant Aid	£ 500.00
Oxted Hygiene Bank – Grant Aid	£ 350.00
The Oxted Players – Grant Aid	£ 350.00
Clerk Expenses	£ 72.78
JEM Home Services – installation of jubilee bench	£ 295.00
Country Garden Services	£2,271.22
Clerk Salary & Office	£1,338.91
Clerk Expenses	£ 86.96
Country Garden Services	£2,271.22
Clerk Salary & Office	£1,339.11
Computer Solutions (printer ink)	£ 33.12
Oxted District Community Responders (defib battery)	£ 170.00

8. CIL

Cllr Damesick, having previously circulated an update, explained the position for the benefit of the new councillors. An additional £3,500 of CIL income is due at the end of October 2022. Following discussion, it was agreed that Hurst Green Community Centre are not, currently, in a position to be considered for funding.

Play area equipment suppliers have been provided for Barnett Shaw play area and this will be progressed; there is a possibility of match funding from TDC plus there may be the opportunity to apply to Your Fund Surrey to also enable the fitness equipment to be installed. The Clerk is liaising with TDC Officer Ian Hudson regarding the procedure for obtaining designs and quotes.

Apart from the earmarked projects totalling circa £152k there is circa £80k for further projects to be considered of which one is the improvement to Pollards Oak Shopping precinct. The application for funds will be considered once the plans have been finalised and the public consultation concluded.

9. **CCTV**
Cllr Giles confirmed that a meeting has been held with Safer Runnymede. The cost to have a camera monitored per annum is £2,500. The Invitation to Tender is due to be published in October. The BID is keen to be involved as is TDC.
10. **Twinning with Ukraine**
The Clerk confirmed that this is currently proving to not being viable.
11. **Chairman's announcements: (DW)**
i) Standing Orders – Standing Order 18 relating to procurement has been amended.
ii) Civility & Respect Pledge – it was agreed this item will be considered at the next parish council meeting.
iii) Jubilee Bench – The Chairman confirmed that a resident has objected to the installation of the jubilee bench on the green at Nunappleton Way as it has encouraged antisocial behaviour. The Clerk confirmed that an invitation to the resident, via Cllr Black, to attend the meeting had been provided.
iv) Ukraine Support – In the absence of Cllr Wallace, there was no update available.
v) Telephone Box in Old Oxted – The Clerk confirmed that BT has confirmed the box is on the schedule for refurbishment.
vi) Mileage marker on A25 – The Clerk confirmed that it is anticipated that this will be repainted by highways.
vii) Gateway sign – following discussion it was agreed the installation of the Gateway Sign will be deferred until the new financial year in April 2023.
12. **East Surrey Transport Committee Update (AF)**
Minutes and reports circulated when received so all councillors are aware of the updates.
13. **South-East Community Rail Partnership (LP)**
i) Minutes and reports circulated when received so all councillors are aware of the updates.
ii) Disabled access at Hurst Green station continues to be under consideration.
iii) Cllr Parker confirmed that the Joint Lines AGM will be held on 30th September at the Eden Centre in Edenbridge.
14. **Actions Log for reference and update (1 min)**
15. **Items for consideration at future meetings (1 min)**
Neighbourhood Plan
Policies & Procedures
Conservation areas – Old Oxted, Broadham Green and Station Road West

Meeting closed at 19:54

Part 2

Clerk Review – Cllr Hull confirmed at Staffing meeting is being scheduled.

Meeting closed at 20:00

Date of the next meeting Tuesday 8th November 2022

Copies of Parish Council minutes are held by the Clerk and are available on the Parish Council website: www.oxted-pc.org.uk Mrs Maureen Gibbins, Parish Clerk, Phone 07510 226989