



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council to be held at
Oxted Community Hall on Tuesday 10th January 2023 at 6:30pm

Cllr Deb Shiner - Chairman

Cllr Liz Parker

Cllr Katherine Saunders

Cllr Paul Whitehurst

Cllr Peter Giles

Cllr Denize Wallace

Cllr Peter Damesick

Cllr Alan Feesey

Cllr Neil Rivers

Cllr Jean Inker

Mrs Maureen Gibbins

Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** to receive and accept apologies for absence.
Cllrs Reg Hull and 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 were none declared.*
3. **Public session:** Jayne Godden-Miller who is a Volunteer Trustee with Tandridge Voluntary Action (TVA) is working with the Befriending scheme. Thanks were extended to the Parish Council for the funding it provides towards the scheme. The scheme has between 175 - 180 Befrienders and Befriendees and within Oxted there are 36 Befriendees and 46 Befrienders. The Co-ordinator carefully matches people together as there has to be a connection and common interest. TVA are keen to promote the scheme and requested that posters are displayed on the Parish notice boards and promoted in the Parish newsletter. The total cost of running the scheme is between £23k to £25k per annum. Funding is sought from Parish Councils, County and District and from the health sector.
The Chairman thanked Jayne Godden-Miller for attending and updating the Councillors.
4. **Minutes:** To approve the Minutes of Full Council meeting held on 8th November 2022.
The minutes were approved and signed by the Chairman of the meeting.

5. **Planning Committee:**

- i) Planning Committee approved the minutes of the Planning Committee meetings held on 15/11/22 and 03/01/23.
- ii) Full Council received the minutes of the Planning Committee meetings held on 15/11/22 and 03/01/23.

6. **Burial Committee:**

- i) Burial Committee approved the minutes of the Burial Committee meeting held on 22/11/22.
- ii) Full Council received the minutes of the Burial Committee meeting held on 22/11/22.

7. **Finance (RH)**

- i) **Accounts update** – Cllr Giles expanded on the figures which had been previously circulated and reported that it is now anticipated that burial income will exceed the expenditure. The Council resolved to roll forward the £1k of Grant Aid Funding into Reserves.
- ii) **2023/24 Budget Proposal** – Cllr Giles explained the rationale to the figures within the budget which had been previously circulated and revised, following the previous council meeting. It was agreed the Council needs to show a balanced budget and following discussion it was resolved to increase the precept by 5%. The budget was proposed and accepted subject to minor adjustments as agreed.
- iii) **2023/24 Precept proposal** – It was proposed to increase the precept by 5% from £50,000 to £52,500. Cllr Feesey requested it be minuted that he recommended an 8% increase.
- iv) The payments which had been approved and authorised were noted

Clerk Expenses	£ 88.54
Country Garden Services	£1,250.62
Clerk Salary & Office	£1,678.96
HMRC – PAYE & NI	£ 720.00
Clerk Expenses	£ 63.30
Country Garden Services	£1,250.62
Clerk Salary & Office	£1,381.53

8. **Bring Bank Funding (Recycling bins)**

Following discussion, it was resolved that the Parish Council, with regret, does not consider it is in a position to fund the service. It was agreed that the Clerk will suggest to TDC that the BID may be able to fund the service and, at the same time, enquire where the current bins are situated.

9. **Nominate Mr Berry as Clerk/Trustee to Oxted United Charities**

Cllr Shiner proposed, and Cllr Parker seconded the nomination of Mr Berry as Clerk/Trustee to Oxted United Charities. The nomination was unanimously endorsed.

10. **BID – update**

Cllr Giles reported, in the absence of Cllr Hull, that Cllr Hull attended the BID AGM and updated the attendees on the CCTV progress. The full update from the BID is in sharepoint.

11. **CIL**

Cllr Damesick updated the Council on progress with the 5 play equipment proposals which had been considered. The preferred two proposals, which had been circulated to Councillors, were discussed and it was resolved to appoint HAGS to undertake the project. The Council resolved to approve the increased cost which incorporates an inclusive roundabout. The Clerk to instruct the company and ensure the roundabout is in the most appropriate position.

Hurst Green Infant school has submitted an application for the installation of a Wildlife Pond. It was noted that funding is not, currently, being sourced from other avenues.

St Marys School is requesting funding via publicity, however, has not applied to the Parish Council even though the school has been invited to apply and supplied with the application form.

Cllr Damesick observed that there remains over £100k unspent and unallocated having allowed for the big projects. The Pollards Oak project cost should be available within 2 months.

12. CCTV

Cllr Giles confirmed that Confidentiality Agreements had been circulated to 6 companies, and all returned. The Invitation to Tender document has been circulated and responses are requested by 20th February 2023; the deadline has been shortened slightly to enable the recommendations to be presented to the March Council meeting. County Cllr McIntosh was briefed on the project and advised the Council to contact SCC Highways directly to request the cost of replacing streetlights which, to house the CCTV, must be 8 metres high. A request will be passed to Highways for a quote to provide an 8m high Heritage lamp for the roundabout.

13. Master Park Roundabout

Following the receipt of a breakdown of costs from SCC it was resolved to progress with this project on the proviso that the BID fund the heritage lamp. The cost to the parish from CIL funding being £19,195. The heritage lamp in the sum of £7,119 is being funded by the BID and the kerbing in the sum of £9,033 is being funded by County Cllr McIntosh. Proposed by Cllr Feeseey, seconded by Cllr Saunders and agreed by all present. The Clerk will liaise with the BID to confirm the project is proceeding.

14. Chairman's announcements: (DS)

- i) **Jubilee Bench** – the Chairman confirmed the resident is still unhappy with the bench in its current location. It was agreed the situation will be monitored and the resident has been requested to take evidence of the antisocial behaviour when it occurs.
- ii) **Ukraine Support** – Cllr Wallace reported that currently food is required along with heavy duty coats and other warm clothing. Cllr Inker expressed concern that, following receipt of an update from TDC, one Ukraine residency application has been rejected. Cllr Feeseey was pleased to note that 10 chieftain tanks are being provided from the UK to Ukraine.
- iii) **Hurst Green drainage issues** –The Chairman reported that a resident in Hurst Green Road has raised concern regarding a drain which keeps blocking when rain loosens earth which flows onto the drain. TDC has confirmed the stretch of land belongs to the Parish however this is disputed by the Parish Council. The Clerk will liaise with TDC regarding ownership and suggest that the provision of a drain cover will assist in resolving the issue.
- iv) **Grit bins** – maintenance and ownership. Following discussion and, in the absence of Cllr Hull, it was agreed that Cllr Hull will be requested to check the bins and report to the next Council meeting.

15. East Surrey Transport Committee Update

Minutes and reports circulated when received so all councillors are aware of the updates.

16. South-East Community Rail Partnership

- i) Minutes and reports circulated when received so all councillors are aware of the updates.

ii) Disabled access at Hurst Green station has been put forward as a project to be considered.

17. Actions Log for reference and update

Coronation event and funding.

APA – 21st March – Oxted North

Meeting closed at 2020

Date of the next meeting Tuesday 14th February 2023

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