



## OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at  
Oxted Community Hall on Tuesday 14<sup>th</sup> March 2023 at 6:45pm

Cllr Debs Shiner - Chairman

Cllr Liz Parker

Cllr Peter Damesick

Cllr Jean Inker

Cllr Reg Hull

Cllr Katherine Saunders

Cllr Neil Rivers

Cllr Alan Feesey

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

---

### MINUTES

1. **Apologies for absence:** to receive and accept apologies for absence.  
Cllrs Barbara Harling, Paul Whitehurst, Peter Giles 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.*  
Cllrs Deb Shiner, Alan Feesey and Liz Parker expressed a non-pecuniary interest in item 6 of the agenda regarding Hurst Green Courtyard as they are members of the working group.
3. **Public session:**  
**County Cllr McIntosh** reported as follows:
  - Residents have concerns about the condition of A25, Church Lane to the roundabout at Barrow Green Road.
  - Roundabout to Old Oxted turnoff will be resurfaced.
  - 2 weeks' time outside Esso garage over 2 nights
  - Third section – surface dress in 2024 up to Morrisons.
  - Merle Common Road, Popes Lane, Holland Lane for resurfacing
  - Other roads in the area are being repaired/ surface dressed/ resurfaced.
  - Maintenance side – weather is not helping the condition of the roads.
  - From 1<sup>st</sup> April – parking enforcement being brought in house and centre is based in Redhill. There will be a better out of hours service.
  - Parking review in progress.
  - Gateway sign funded by CC McIntosh, has been delivered and is waiting to be installed.
  - Bollards on either side of the road on East bridge on Holland Lane need replacing.
  - Road narrowing sign may need clearing due to foliage overgrowth.
  - Lorimers parking consultation is under Tandridge. SCC may go to putting in double yellow lines to prevent parking.
  - Church Lane – informal crossing being installed – dropped kerbs, tactile paving, VAS sign also being installed.

**Cllr Chris Langton** provided an update regarding the Hurst Green Courtyard

- There is support for the concept as the courtyard outside convenience store in Pollards Oak Road is not a particularly pleasant area to sit and relax.
- Dr Anna Mustill has been looking at ways to make people healthier and more active.
- There are a number of volunteers involved with the working group and a draft layout for the area has been designed.
- Retailers, shoppers, police and landowner have all been consulted.
- Funding has been sourced however this can only be used for capital items and not for recurring costs. Funding available will be ringfenced and held by TVA.
- Cllr Langton is requesting the parish council be the legal entity to hold the licence which is to be issued by TDC. Cllr Hull enquired why a licence is required as the parish has not have one issued for the works being undertaken at Barnetts Shaw play area.
- There was general discussion regarding the project including planting, trees, watering of the plants and situation if the upkeep is not maintained. It was agreed these issues can be addressed as the project progresses.
- Planning permission is not required as this structure comes under permitted development.
- Funding is required for the annual maintenance circa £1.5k pa for the life of the project circa 10 years. There is also a cost of disposal when the structure has to be taken down and the area returned to its original state at a cost of circa £1k.
- Funding provided by Cllr McIntosh is ringfenced for 2 years.
- The parish council is generally in favour of the project however require further clarification on issues raised.
- It was resolved Cllr Langton will research more accurate costs for the annual maintenance and the disposal costs along with seeking clarification regarding the licence.

4. **Minutes:** To approve the Minutes of Full Council meeting held on 14<sup>th</sup> February 2023. The minutes were approved and signed by the Chairman.

5. **Planning Committee:**

- i) Planning Committee approved the minutes of the Planning Committee meetings held on 14/02/23 and 07/03/23.
- ii) Full Council received the minutes of the Planning Committee meetings held on 14/02/23 and 07/03/23.

6. **Hurst Green Courtyard**

Report from Cllr Chris Langton is above.

7. **Finance**

- i) Accounts update – Cllr Hull confirmed the year end figures will be presented to the April council meeting. Grant Aid funds not utilised will be rolled forward to 2023/24. Burial income has increased in the preceding 6 weeks.
- ii) Councillors noted payments that had been approved and authorised

Surrey County Council – Master Park Roundabout	£30,314.00
Clerk Expenses	£ 91.90
Country Garden Services	£ 1,250.62
Clerk Salary & Office	£ 1,381.33
HMRC – PAYE & NI	£ 773.36
British Red Cross – room hire x 2	£ 50.00

8. **BID – update re heritage lamp**

The Clerk reported on an issue with the height of the heritage lamp not being appropriate for festive lights. The situation is being clarified with SCC, BID and the parish council.

9. **CIL**  
Cllr Damesick confirmed that £10k has been allocated to the Hurst Green School pond; the additional funding is being provided by Cllr McIntosh.  
The Barnett Shaw playground pre installation meeting will be held at 10am on Wednesday 22<sup>nd</sup> March.  
Cllr Shiner received email regarding funding required in Crowhurst Lane, Oxted which is not based in Oxted but is in the area and will service people in Oxted. A CIL application form has been forwarded for completion and subsequent consideration.
10. **CCTV**  
Cllr Hull confirmed tenders have been received from 4 of the 6 vendors contacted and need reconciling. 6 vendors were contacted and 4 replied. Range of cost between £45k and £97k. The tenders will be compared and presented to the April council meeting. Communication is being maintained with other parish councils that have installed CCTV.
11. **Annual Parish Assembly – 21<sup>st</sup> March 2023, United Reformed Church, Bluehouse Lane**
- **Speaker – Dr Anna Mustills**
  - **Timings – 7pm for 7:30pm start**
  - **Responsibilities –list to all councillors.**
12. **Chairman’s announcements:**
- i) Coronation event and funding – Cllr Saunders confirmed that although there is a coronation themed afternoon tea and a red, white, and blue singalong planned there are no major events planned in Hurst Green.
13. **East Surrey Transport Committee Update**  
Minutes and reports circulated when received so all councillors are aware of the updates.  
Cllr Feesey confirmed the extremely dry weather caused the clay-based embankment to collapse due to July 2022 being the driest on record since 1825.  
Cllr Feesey is researching the possibility of holding an artisan market in Hurst Green station car park on the second Sunday of every month.  
Following previous reports regarding the repainting of the Oxted underpass, Cllr Feesey confirmed due to water leakage from above the repainting is not possible however the possibility of tidying the area up is being looked into.
14. **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.
15. **Actions Log for reference and update**  
Cllr Hull noted that the speed watch project is still listed as active.

**Meeting closed at 2027**

Cllr Saunders reported that a burial ground working party is scheduled for Saturday 1<sup>st</sup> April commencing at 10am.

---

**Date of the next meeting Tuesday 11<sup>th</sup> April 2023**

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