



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at
Oxted Community Hall on Tuesday 11th April 2023 at 6:30pm

Cllr Deb Shiner - Chairman

Cllr Liz Parker

Cllr Katherine Saunders

Cllr Paul Whitehurst

Cllr Peter Giles

Cllr Peter Damesick

Cllr Denize Wallace

Cllr Alan Feesey

Cllr Neil Rivers

Cllr Jean Inker

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:** received and accepted 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:** There was one member of the public present.
4. **Minutes:** To approve the Minutes of Full Council meeting held on 14th March 2023.
The minutes were approved and signed by the Chairman.
5. **Planning Committee:**
 - i) Planning Committee approved the minutes of the Planning Committee meeting held on 28/03/23.
 - ii) Full Council received the minutes of the Planning Committee meeting held on 28/03/23.
6. **Burial Committee:**
 - i) Burial Committee approved the minutes of the Burial Committee meeting held on 14/03/23.
 - ii) Full Council received the minutes of the Burial Committee meeting held on 14/03/23.
7. **Hurst Green Courtyard**
To consider the proposal to provide finance to the project.

Cllr Langton had, as requested, provided an update for the courtyard costs including the annual maintenance of £1,300 and the end of life of the project of £1,000. There ensued discussion regarding insurance, vandalism and ownership of the structure.

It was **resolved** the Council will take on the licence subject to clarification from Wellers Hedleys solicitors regarding the ownership liability and the insurance implications.

Action: Clerk

It was **resolved** the Council will commit to the annual maintenance cost of £1,300 and would be required to include this in the future precept allocation.

Cllr Langton will request the draft Heads of Terms and the licence for signing by the Clerk.

8. Finance

i) Accounts update - In the absence of Cllr Hull, Cllr Giles provided a brief update to Councillors and confirmed, following the Finance Working Group meeting on 25th April, a full breakdown of income and expenditure will be tabled.

ii) To note payments approved and authorised:

Clerk Expenses	£ 63.65
The Oxted BID - refund of overpayment for heritage lamp	£ 222.00
New Ink printing company Ltd - Annual reports	£ 162.00
United Reformed Church - Room hire for APA	£ 100.00
Country Garden Services - maintenance	£ 2,271.22
ICCM - annual membership fee	£ 95.00
Cllr Alan Feeseey - train travel to ESTC meeting	£ 8.00
DM Payroll Services	£ 120.00
Surrey Playing Fields annual affiliation fee	£ 10.00
Clerk Salary & Office	£ 1,093.33
Oxted Community Hall - meeting room for 2023/24	£ 502.00

9. CIL

Cllr Damesick raised the issue of the request for funding to repair the swing at Warren Lane play area. Following liaison with Open Spaces Officer, Ian Hudson, it was confirmed that the sum of £5,757.30 is required to bring the play area into working order. The Council **resolved** to provide funding in the sum of £5,750. The Clerk will advise TDC.

Action: Clerk

A meeting was held with the representative from HAGS play equipment company to confirm the arrangements for the installation of the new equipment at Barnetts Shaw. The project commences on 17th April. It was, tentatively, agreed to hold a reopening event on Saturday 13th May. The Clerk advised all Councillors that it is not possible to publicise the event in advance of 5th May due to it being in the pre-election period.

The wildlife pond works at Hurst Green School will commence in May 2023.

10. Defibrillators

Location of defibrillators in Oxted. Cllr Inker has been requested by residents in Old Oxted for the Parish Council to provide a defibrillator in the area. It was agreed the Clerk will liaise with the Oxted & Hurst Green First Responders and will also provide a grant aid application form to provide funding.

Action: Clerk

11. CCTV

Cllr Giles provided an update of progress to date and what has been received from tendering organisations. The next steps were agreed, and Cllr Giles with Cllr Hull will provide a further update at the June Council meeting. Thanks were expressed to Cllr Giles for the work undertaken to date.

12. Chairman's announcements:

- i) Annual Parish Assembly – there has been positive feedback following the Annual Parish Assembly; there was a good attendance, and the presentations were informative. Thanks, have been extended to speakers and funding recipients.

13. East Surrey Transport Committee Update

Minutes and reports circulated when received so all councillors are aware of the updates. Cllr Feesey updated the Council regarding the setting up of an Artisan market at Hurst Green Station. The Clerk suggested that Cllr Feesey may wish to visit the Soper Hall market for stalls.

Cllr Damesick raised the subject of the Stoneyfield footpath consultation. It was agreed all Councillors should respond as individuals. The Clerk will draft a response from the Council for consideration prior to submission.

Action: Clerk

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. Reports circulated,

15. Actions Log for reference and update

Cllr Inker suggested this requires further updating as some projects remain listed as ongoing.

Meeting closed at 20:22

Date of the next meeting Tuesday 16th May 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