



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at Oxted Community Hall
on Tuesday 13th June 2023 at 6:30pm

Cllr Peter Damesick – Chairman

Cllr Deb Shiner

Cllr Alan Feesey

Cllr Louise Kirk

Cllr Gerard Quinn

Cllr Denize Wallace

Cllr Jean Inker

Cllr Peter Giles

Cllr John Hope

Cllr Reg Hull

Cllr Neil Rivers

Mrs Maureen Gibbins

Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** received and accepted apologies for absence.
Cllr Peter Quinn, County Cllr Cameron McIntosh.
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 were 2 members of the public in attendance.
District Cllr Bryan Black circulated documents pertaining to the bench at Nunappleton Way and spoke on behalf of the resident who wishes for the bench to be relocated and who was unable to attend due to being on holiday. The second member of the public spoke in support of the bench remaining in its current location as it is beneficial to residents walking up the hill. The Chairman thanked the members of the public for attending and presenting their views.
4. **Minutes:** To approve the Minutes of Full Council meeting held on 16th May 2023.
The minutes of the meeting were approved and signed by the Chairman.
It was noted that Cllr Reg Hull has stood down from CIL Working Group.
It was further noted that a consultation response to the AONB Boundary revisions was prepared by Cllr Giles and submitted by the Clerk.
5. **Planning Committee**
 - i) Planning Committee approved the minutes of the Planning Committee meeting held on 16/05/23 and 30/05/23.

- ii) Full Council received the minutes of the Planning Committee meeting held on 16/05/23 and 30/05/23.
- iii) Cllr Reg Hull spoke on behalf of the Parish Council at TDC Planning Committee meeting in respect of TA/2022/1299.

6. **Burial Ground Committee**

- i) Burial Committee approved the minutes of the Burial Ground Committee meeting held on 23/05/23.
- ii) Full Council received the minutes of the Burial Ground Committee meeting held on 23/05/23.
- iii) Cllr Hull enquired as to the minute referencing the change of plan to the electronic mapping. Cllr Giles confirmed that an alternative plan is being compiled.

7. **JUBILEE BENCH**

To review the alleged reports of antisocial behaviour at Nunappleton Way in respect of the installed jubilee bench.

Following updates from various councillors who had been monitoring the situation with regards to the use of the bench and noise and litter it was agreed as follows:

- Clerk to request the resident to provide a log of incidents, including times and, where possible, photos which will then be considered at the Council meeting on 11th July.
- Cllr Shiner will continue to monitor together with liaison with the police.
- Cllrs Damesick and Inker will draft a letter and questionnaire which, once approved by all Councillors, will be sent from the Clerk and hand delivered to residents in the immediate area.
- Clerk confirmed estimated cost of removal was between £250 and £350.

8. **CCTV**

To receive an update on the tender process and meetings with shortlisted suppliers.

Cllr Giles updated councillors with progress to date. A proposal will be presented to the Council meeting scheduled for 11th July.

9. **CIL**

To consider the recommendation from the CIL Working Group for St Mary's school.

Following discussion, it was **RESOLVED** 7:4 to provide £34k towards the school pool project conditional on the additional funding being secured and with the provision that the project is completed within 2 years. A provision for greater community access is also required.

10. **Grant Aid**

To consider the recommendation from the Grant Aid Working Group following applications from local organisations.

St Mary's - £2000

Oxted Hygiene Bank - £400

Hurst Green Community Association - £250

St Johns Church - Nil

St Catherines Hospice - £500

Cllr Shiner expressed her disappointment at the reduced recommendation for Hurst Green Community Association. Following discussion, it was **RESOLVED** to allocate funds as detailed. It was highlighted that further applications will be considered later in the year.

11. **Finance**

- i) To review the Internal Audit Report – The Council noted the Audit Report and that all requirements have been met.

- ii) To review and approve the Annual Governance Statement 2022/23 – The Council **RESOLVED** to approve the Annual Governance Statement 2022/23.
- iii) To review and approve the Accounting Statements 2022/23
The Council **RESOLVED** to approve the Accounting Statements which were signed by the Chairman.
- iv) It was noted that Cllrs Shiner and Hope are appointed as signatories on the Council’s Lloyds bank account.
- v) It was noted the following payments had been - approved and authorised.

Clerk Salary & Office	£ 1,093.13
Clerk Expenses	£ 72.02
Cllr Alan Feeseey – train travel to ESTC	£ 8.00
Country Garden Services – maintenance	£ 2,271.22
Oxted District Community Responders – defibrillator pads	£ 59.95
Oxted Community Hall – room hire for grant aid meeting	£ 15.00
Peter J Consultants – internal audit fee	£ 98.15

12. Chairman’s Announcement

- i) Rotary Club Corporate membership – Cllr Damesick confirmed that following advice sought by the Clerk, it is not acceptable for the Parish Council to use public funds towards corporate membership which provides no direct benefit to residents.

13. East Surrey Transport Committee Update

Minutes and reports circulated when received so all councillors are aware of the updates. There was no further update.

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 – Cllr Inker updated Councillors regarding the stations which have been approved for upgrading works. Hurst Green Station is one of 5 stations which has been approved by D of T – Lingfield, Godstone, Reigate and Edenbridge Town. Cllr Inker made a pledge to get funding for a lift Hurst Green Station.
- iii) Collected annual review – link to the community where there are railway stations.

15. Actions Log for reference and update

Action log to be reviewed

Meeting closed at 20:45

Date of the next meeting Tuesday 11th July at 6:30pm

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