



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at
Oxted Community Hall, Church Road, Oxted on Tuesday 9th January 2024 at 6:30pm,

Cllr Peter Damesick – Chairman

Cllr Neil Rivers

Cllr Louise Kirk

Cllr Peter Quinn

Cllr Peter Giles

Cllr Gerard Quinn

Cllr Jean Inker

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:**

Apologies accepted from Cllrs Denize Wallace, Reg Hull, John Hope, Deb Shiner and Alan Feeseey

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:**

i) **County Councillor update:**

- A meeting was held with highways before Christmas – concern around Beadles Lane re speeding – changing policy implementing 20mph zone in certain areas. Beadles Lane and around Old Oxted High Street are ideal areas for this limit.
- Costs are being obtained for the installation of bollards around the heritage gateway sign at the approach to Old Oxted to prevent parking on the verge.
- The heritage lamp has been installed on Master Park roundabout.
- Chevron signs and posts need painting and planting will be undertaken in the Summer.
- Kent Hatch Road resurfacing to be completed.
- Consultation out on Limpsfield Grange School – looking to expand and consultation is through SCC. There will be an impact on the highway. The consultation will be shared with OPC.
- The deadline for the next parking review is end of February 2024.

ii) **District Councillors update:** in the absence of Cllr Shiner the Chairman presented Cllr Shiner's report.

- There was a public consultation on the 19th of last month (December) with regards to the development of part of the Warren Lane depot to 23 dwellings at affordable rents.

- TDC received a letter from the Department for Levelling Up Housing and Communities acknowledging the successful efforts regarding the Council's finances. I quote "The department recognises and commends the council's efforts to grip and manage its budget pressures and the successful steps taken to deliver the transformation and savings programme in 2022/23 and in 2023/24".
- This is great news particularly at a time when many councils are struggling to stay solvent, and a number have already declared bankruptcy. As far as TDC is concerned they have been able to set a draft balanced budget for 2024/25 without any cuts to services or reducing the money available for grants to voluntary organisations and crucially, they will not need to dip into their reserves. The draft budget comes before full council in February.
- TDC have made £5.5m of savings in three years on an annual budget of £11.9m. Going forward the council is going to be working on generating income, for example by investigating opportunities to sell the Council's expertise in particular areas.
- Still waiting for the final report from the Inspector on the Local Plan, setting out why it was found unsound and should not be adopted. A new Local plan will be started as soon as possible as it's important to get one in place to avoid speculative planning applications in unsuitable areas. A new local plan will enable the council to set its own housing requirement.
- TDC have allocated CIL funding to Hurst Green Community Association for the design phase to renovate and extend the centre.
 - i. St Marys School to upgrade the swimming pool.
 - ii. Oxted Bid to improve the signage in the town centre.
- TDC have agreed to grant McDonalds a lease on four units Quadrant House, Caterham. There has recently been an allocation of CIL funding to improving the public space and implementing flood alleviation measures with a view to attracting shoppers, new business and visitors to the area.

4. **Minutes:**

The Minutes of Full Council meeting held on 16th November 2023 were approved and signed by the Chairman.

5. **Planning Committee**

- i) Planning Committee approved the minutes of the Planning Committee meeting held on 16/11/23, 5/12/23 and 2/1/24.
- ii) Full Council received the minutes of the Planning Committee meeting held on 16/11/23, 5/12/23 and 2/1/24.

6. **Burial Committee**

- i) Burial Committee approved the minutes of the Burial Committee meeting held on 21/11/23.
- ii) Full Council received the minutes of the Burial Committee meeting held on 21/11/23.

7. **Actions Log for reference and update**

The Councillors noted the updates, and the Clerk will follow up with the planting and the refund due for the overpayment of the heritage lamp at the Master Park roundabout. Two benches in Hurst Green have been cleaned: the hexagonal one and the one at St Agatha's.

8. **Nominative Trustee**

To propose Mrs Margaret Bamford as a Nominate Trustee to the Oxted United Charity and re-nominate Rev'd Mary Sellers as a Nominative Trustee to the Oxted Unity Charity. The Councillors agreed the proposal of Mrs Margaret Bamford as a Nominative Trustee and the re nomination of Rev'd Seller as a Nominative Trustee to the Oxted United Charity.

9. **D Day 80**

To receive an update on plans from the Royal British Legion.

It was **AGREED** to provide funding in the sum of £300 towards the D Day 80 event to fund the licence to show a film, provide a new screen and projector.

10. **CCTV**

A report had been previously circulated. Cllr Giles reported on additional expenditure which has been incurred for the trimming of trees around a lamp column on the bridge, £170. and £523 for the rewiring of two lamp columns by Milestone. One proposed lamp column is on a timer so will not be suitable for the camera unless the issue can be resolved. Signs will be on all lamp columns and are being prepared by the British Legion. It is anticipated that the cameras will be live during the middle of week commencing 29th January. Training will be provided in February. Thanks were expressed to Cllr Giles for project managing the project and scheduling.

11. **Finance**

- i) To receive an update from the Finance Working Group. In the absence of Cllr Hull, Cllr Giles provided an update on the position with the accounts following the previous meeting. Burial income has increased above budgetary levels which has impacted on the overall receipts and payments report.
- ii) To receive and review the proposed budget for 2024/25. The budget presented was discussed and following the discussion and recommendation of reallocations it was agreed to present the revised budget to the February Council meeting for approval.
- iii) To review the proposed increase in the precept for 2024/25. It was **AGREED** to increase the precept for 2024/25 by 5% to £55,125. This increase will make the precept payment on a Band D property £10.62.
- iv) Council noted the payments approved and authorised since the Council meeting on 16th November 2023.

Master Park 3 rd ¼ donation	£ 1,000.00
Clerk expenses	£ 165.27
British Red Cross - room hire x 3	£ 75.00
G Miscovich - ¼ of the traffic consultant fee	£ 150.00
Country Garden Services - maintenance	£ 1,250.62
London Hearts - match funding fee for defib and cabinet	£ 750.00
Clerk Salary & Office	£ 1,632.96
Expertrees - deadwood clearance from trees in burial ground	£ 1,680.00
Viking Stationery - ½ stationery invoice	£ 65.83
Computer Solutions - printer ink	£ 64.90
HMRC - PAYE & NI	£ 1,994.98
Clerk expenses	£ 87.62
Burial plot 635 refund. Family has returned the Grant of Exclusive Right of Burial as they have moved out of the area. The plot was purchased in 2003 for £720 which is the sum to be refunded.	£ 720.00
Clerk Salary & Office	£ 1,173.15

12. 2024 Annual Parish Assembly

- To schedule the date for the Annual Parish Assembly. The dates of 23 or 24 April were suggested at Hurst Green Community Centre. The Clerk will check availability and book accordingly.
- To consider the arrangements and speaker for the Assembly - The Community Champion at Morrisons and the Manager of CAB were suggested as speakers for the event. The Clerk will extend an invitation to each person.

13. Chairman's Announcement

- Attended a meeting of the South Tandridge Partnership which is NHS led. It was acknowledged that the Hurst Green Courtyard project has a place and position with a wider community interest.
- No further information has, at the time of the council meeting, been received from the leader of the Courtyard project.
- Community emergency plans - TDC Officer Chris Hobbs has been invited to April Council meeting to explain and go through the emergency plan template.
- Rights of way Survey. It was suggested that this survey could be reviewed by the Planning Committee.
- Cllr Damesick has also been approached by District Cllr Jackie Wren regarding the installation of bollards by the heritage sign on the approach to Old Oxted.

14. East Surrey Transport Committee Update

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

15. South-East Community Rail Partnership

Minutes and reports circulated when received so all councillors are aware of the updates. Cllr Inker confirmed that the funding mentioned at the previous council meeting has not been applied for due to time constraints on submitting the application. The funding will be considered when it is next available.

Items for consideration at future meetings

Hexagaonal bench

Road responsibilities

Briefing on Councillor roles

Meeting closed at 8:25

Date of the next meeting Tuesday 13th February 2024 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