



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held at
Oxted Community Hall, Church Road, Oxted on Tuesday 13th February 2024 at 6:30pm,

Cllr Peter Damesick – Chairman

Cllr Reg Hull

Cllr Denize Wallace – left the meeting at 20:10

Cllr Deb Shiner

Cllr Alan Feesey

Cllr John Hope

Cllr Louise Kirk

Cllr Peter Quinn

Cllr Peter Giles

Cllr Gerard Quinn

Cllr Neil Rivers

Cllr Jean Inker

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:**

There were none received.

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) **Update from Hurst Green Courtyard Project representatives.** The documents which had been circulated were spoken to.

- Questions raised by councillors were answered.
- Parish Notice board is to be relocated to another part of the courtyard. Council to fund the relocation of the notice board.
- Bins are required.
- Diagrams of the underground utility network to be emailed to the Clerk.
- Some funding has been received and more is being sourced.
- Request is for the licence to be held by the Parish Council with the ability for the licence to be assigned.

ii) **County Councillor Cameron McIntosh reported:**

- County wide report has been circulated to Clerks for onward circulation to councillors however there appears to be a problem with it being downloaded.
- Balanced budget up by nearly £94 million. All services increased.
- Budget. £700million a year on adult Social Care. Children social care
- Capital spending for highways increased.
- Council tax increased 4.99%

- Government allowance has been provided and Surrey has secured £12 million from Government for adult and children care.
- Section 141 notices are going to be issued.
- Increases in key services.
- Breakdown of budget to be sent to the Clerk.
- Old Oxted – a report has been circulated to councillors.
 - 20mph zone in Old Oxted High Street.
 - Consultation in March.
 - Parking is an issue raised by residents.
 - Hanging baskets are requested however it is not sure if they are possible.
 - Another heritage gateway sign higher up.
 - Bollards around the heritage gateway sign to prevent parking on the verge.
- All Horizon schemes are scheduled in – Red Lane, Pavements in Oxted High Street and pavements in Hurst Green.
- Chalkpit Quarry – TDC have dropped the Judicial Review case against Surrey. County will make the decision on the application.
- Disabled parking space request outside Paydens needs to be lodged on the parking review by the end of February 2024.
- Double yellow lines outside Lorimers with parking bays eventually moving to the edge of the pavement.

iii) District Councillor Deb Shiner reported:

- Unauthorised traveller Site in Tanhouse Road.
 - Successful prosecution by TDC however fines have not been paid and TDC have not had their costs paid.
 - There will be a further prosecution to get them to vacate.
 - There is a public enquiry from 18th to 23rd June and residents are encouraged to make their views known to the Inspector.
 - A resident has been identified to lead the collective response from the residents.
 - If councillors want further input, they were requested to advise Cllr Deb Shiner.
- Recycling – TDC is the 11th best recycling collection authority in England, 3rd in Surrey behind Surrey Heath and Waverley.

District Councillor Peter Damesick reported:

- TDC agreed and set a balanced budget.
- TDC council tax increased by 2.99% 14p a week for a Band D property
- Service capacity budget for unanticipated costs. e.g. appeals
- Strategy & Resources committee – presented with review on climate change action which included a wide variety of activities but with no overarching strategy. The Council will constitute a Task and Finish working group to develop a climate change plan/strategy.
- General discussion regarding planning applications - website

4. Minutes:

The Minutes of the Full Council meeting held on 9th January 2024 were approved and signed by the Chairman following amendment to Paragraph 10 – CCTV; the British Legion are making the signs not the Red Cross.

5. Planning Committee

- i) Planning Committee approved the minutes of the Planning Committee meeting held on 23/1/24.

ii) Full Council received the minutes of the Planning Committee meeting held on 23/1/24.

6. **Burial Committee**

- i) Burial Committee approved the minutes of the Burial Committee meeting held on 16/1/24.
- ii) Full Council received the minutes of the Burial Committee meeting held on 16/1/24.
- iii) Council noted the report of the perpetrator stealing from the burial ground. This matter is being dealt with by the police.

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

The Councillors noted the progress on projects. The Clerk was congratulated on achieving the allocation of a defibrillator via match funding. The defibrillator has been installed on the outside wall of The George Inn in Old Oxted and has been registered with The Circuit which is the national register of defibrillator locations is stored.

8. **Hurst Green Courtyard Project**

Council to consider the proposal for Oxted Parish Council to take a licence from TDC on the Courtyard Plot.

Cllr Damesick proposed that the Parish Council takes on the licence. This was agreed in principle subject to finer details being agreed. A Statement of Understanding will also need to be drafted. The Clerk will circulate the previous communications in respect of the licence. Cllrs Hull and Hope will liaise with the Courtyard Project Working Group and report back to Council. The Clerk will, once the exact location has been identified, arrange the relocation of the Parish Council's notice board.

9. **Old Oxted**

The document prepared by Cllr Inker had been previously circulation. The following items were agreed **Cllr Inker** can:

- Obtain costs for the improvement of the bus shelter and installation of history board within the bus shelter.
- Obtain costs for the removal and disposal of the bus shelter.
- History board – obtain costs for the production of the history board and erection in bus shelter or free standing.
- Hanging baskets – ascertain the feasibility of using the lamp columns for the baskets.
- **Cllr Shiner** will look into the possibility of installing dog waste bins in Old Oxted.
- **Cllr Shiner** will investigate the possibility of the subway being jet washed.

10. **Councillor roles and responsibilities**

To review roles and responsibilities. The Clerk had circulated a paper explaining responsibilities of councillors and highlighted a few areas for reporting; the Clerk also explained that if councillors were unsure where to report an issue that this could be notified to her for reporting e.g. potholes, fallen trees, over grown verges, illegible road signs. The allocation of committees, roads and responsibilities will be updated and recirculated.

11. **Communications Working**

The Council approved the Terms of Reference for the Communications Working Group subject to the inclusion of updating and maintaining the Parish website.

12. **Hurst Green Hexagonal Bench**

Cllr Kirk reported the inscription on the bench details of population of Hurst Green at certain periods of time. It was agreed a plaque will be installed with the information on it viz – “The original inscription read” Cllr Kirk will email the information to the Clerk.

13. **CCTV**

The report from Cllr Giles had been previously circulated. The final phase of installation will begin on 19th February in Hurst Green. A demonstration of the equipment will be arranged.

14. **Finance**

- i) Council received an update from the Finance Working Group
- ii) Council received, reviewed and approved the proposed budget for 2024/25.
- iii) Council noted payments approved and authorised since the Council meeting on 9th January 2024.

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| Mr P W Natrass - materials for Hurst Green benches | £ 50.00 |
| Woodhouse Centre - donation following men in sheds help | £ 300.00 |
| Chromas Vision - Hurst Green Community cameras | £ 3,546.50 |
| Country Garden Services - burial ground maintenance | £ 1,250.62 |
| Country Garden Services - shrubbery clearance on bridge | £ 204.00 |
| Oxted Garden Maintenance - replacement of bin store at Burial ground. Contractor has agreed to adhere to the Quote of £995 as it was known that there was no electricity power at the burial ground. | £ 995.00 |
| Cllr Peter Giles - extra orange twin wall duct for CCTV for Connection to Master Park | £ 78.00 |
| Clerk Expenses | £ 101.22 |
| Country Garden Services - maintenance | £1,250.62 |
| Clerk Salary & Office | £1,173.35 |
| Surrey Playing Fields - affiliation fee | £ 10.00 |
| Greenbarnes Ltd - 2 notice boards | £3,839.13 |

15. **2024 Annual Parish Assembly**

- The date and venue for the Annual Parish Assembly as Wednesday 24th April in the York Rooms at St John the Evangelist in Hurst Green was confirmed. Committee and Working Group Chairs will be required to provide a report to the Clerk for publication.
- The evening will commence at 7pm with refreshments.
- Speakers are the Community Champion from Morrisons and the Operations Manager of Tandridge Citizens Advice
- The Clerk will send out invitations and requested input from councillors for individuals to be invited.

16. **Chairman's Announcement**

The Chairman updated the Council regarding the new proposal from Rotary which provides Honorary Membership to two councillors - this membership does not provide voting rights however includes all other benefits. The two councillors would be active Council representative members. All were in favour and the two nominated councillors are Cllrs Shiner and Inker.

17. **East Surrey Transport Committee Update**

Minutes and reports circulated when received so all councillors are aware of the updates. Cllr Feeseey reported the majority of the meeting was taken up with timetable changes, Bognor, Selhurst and West Croydon.

British transport police are coming down heavily on begging on Thameslink service.

The area of Netherne-on-the-Hill was not provided with any infrastructure when it was built.

18. **South-East Community Rail Partnership**

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

Cllr Inker updated the Council following the recent meeting:

- Your Station Your Community Funding next round is October 2024
- The screen in Oxted train station has been repaired.
- The Area Manager for Hurst Green and Oxted asked to be considered for nomination for a Southern Rail award.
- The condition of the Oxted subway is a regular item on the agenda and on the maintenance programme.
- More consideration is being given to anti-social behaviour.
- A competition is being held with Wakehurst and local colleges.
- A play area is being developed in Crowborough.

Items for consideration at future meetings

Meeting closed at 21:00

Date of the next meeting Tuesday 12th March 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