



OXTED PARISH COUNCIL

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

Cllr Peter Damesick – Chairman

Cllr Deb Shiner

Cllr Alan Feesey

Cllr Neil Rivers

Cllr John Hope

Cllr Peter Quinn

Cllr Peter Giles

Cllr Jean Inker – arrived at 18:55

Cllr Gerard Quinn

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:**

Apologies received from Cllrs Denize Wallace, Louise Kirk and Reg Hull

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 Cameron McIntosh reported:**

- New County Chief Executive, Terence Herbert from Wiltshire has joined SCC. Mr Herbert has a background in social services. Lee Whitehouse is the temporary Chief Executive.
- Horizon programme: Hall Hill is being resurfaced on 18th April, Red Lane has initial date of 10th May for 2 weeks as resurfacing to Mill Common; Caterfield Lane is due for surface dressing in June. A25 is not an easy road to close off plus there is a lot of utility works being undertaken on the highways.
- Update from parking – SCC are looking to put down the parking restrictions within the next couple of months. This year's parking review has been completed and is being reviewed.
- In one month 485 PCN's have been issued in Oxted mainly Station Road East and West. SCC is looking to extend hours and having more Parking Enforcement Officers on the street.

ii) **District Councillor Deb Shiner reported:**

Illegal travellers' site on Tanhouse Road, excavators are on site. A second court date has not yet been applied for. Public Enquiry is on 18th June and currently scheduled for 3 – 4 days.

iii) TDC Officers Chris Hobbs & Catherine Dainkeh

- Chris Hobbs introduced Catherine Dainkeh as a new member of the TDC team.
- Chris works for TDC Local Resilience Forum, which addresses community cohesion and to understand where to help and assist.
- Chris expanded on the communication regarding local emergency plans and council's approach to it.
- Parish Councils are not expected to rescue people but to know who can help and resources available.
- On back of community reaction to COVID. Parish councils more attune to who needs to help.
 - In an incident go to plan – who is vulnerable, telephone numbers, TDC do not have community centres which can be used.
 - Parish Council emergency plan would identify community centres – schools, churches and who to contact, farmers, sandbags, warm hubs, refreshments and assist in ensuring, with others, business continuity.
- Flood spots information is available on SCC website.

The Chairman thanked the Officers for attending.

It was agreed to form a Working Group of Councillors and the Clerk to work on creating the repository of information required. Councillors to communicate their interest in being on the group with the Clerk.

4. Minutes:

The Minutes of the Full Council meeting held on 12th March 2024 were approved and signed by the Chairman.

5. Planning Committee

- i) Planning Committee approved the minutes of the Planning Committee meeting held on 26/3/24.
- ii) Full Council received the minutes of the Planning Committee meeting held on 26/3/24.

6. Burial Committee

- i) Burial Committee approved the minutes of the Burial Ground Committee meeting held on 19/3/24.
- ii) Full Council received the minutes of the Burial Ground Committee meeting held on 19/3/24.
- iii) Roundabout reduction works have been completed.
- iv) A date for the drainage works is still awaited.

7. Actions Log for reference and update

The update on the actions log was noted. The Clerk updated the Councillors regarding the Communications meeting which had been held on the morning of 9th April. Progress is being made with regards to the website and further update will be recorded in the next action log.

8. Hurst Green Courtyard Project

Council to receive an update from Cllrs Hull and Hope.

Cllr Hope reported a meeting had been held with the project team. A meeting was also held by CC McIntosh and TDC with the project team on 22nd March and an issue regarding the concrete planters was raised which requires a resolution. TDC would like the planters, if rebuilt, to be added to the licence. Cllr Hope drafted a 3-point action plan which he will address with TDC Officer Alex Webber. An agreement is needed as to who is going to manage the planters. Cllrs Hull and Hope will meet with the TDC Legal department plus support is offered by Cllr Shiner to help move the project forward.

9. **Old Oxted**

To receive an update regarding proposed projects in Old Oxted

Supporting documentation circulated in advance. It was **AGREED** to proceed with the refurbishment of the bus shelter however removing the Perspex and leaving the sides of the shelter open. It was further **AGREED** to proceed with the history board. Cllr Inker will follow up final quotes for the artwork prior to the Clerk ordering the item.

TDC has tidied and smartened up Old Oxted High Street and will remove as much graffiti as possible from the underpass although the mural will not be touched. There was a suggestion that a new mural could possibly be commissioned at some point in the future.

10. **CCTV**

To receive an update from Cllr Giles.

One camera has been vandalised for which one of the individuals has been identified. The Borough Commander is keen to get a prosecution. The cost to replace the camera is £600 which may need to be claimed through a small claims court following a successful prosecution. Processes and procedures are still to be detailed and are being considered. Access issues need to be addressed as the Crime Officer who has been working with Cllrs Hull and Giles is moving to a new role.

The Clerk has received a FOI request for data following an incident in Station Road West and this is being processed.

Cllr Shiner expressed the thanks of the Council to Cllr Peter Giles and Cllr Reg Hull for the tremendous time and effort they have given to this project and the successful completion of it. A gift was presented to the councillors for their contribution and to the Clerk for the ongoing support.

11. **Finance**

i) To receive an update from the Finance Working Group – Cllr Giles confirmed that due to some burial ground works having been completed but not invoiced/paid for the surplus for the year will be higher than projected.

ii) Payments approved and authorised since the Council meeting on 12th March 2024 were noted.

Greenbarnes Ltd – Gordons Way and Ellice Road

Notice boards £ 4,796.10

Clerk Expenses £ 49.95

Tandridge Voluntary Action – final agreed Befriending Donation £ 850.00

Oxted Community Hall – overrun of meeting on 12.3.24 £ 16.00

Chroma Vision – final payment for CCTV system £26,543.10

Surrey Hills Society annual membership fee £ 30.00

12. **Chairman’s Announcement**

APA – It was agreed an update on projects will be provided by the Chairman covering some of the projects detailed in the Annual Report. A live demonstration of the CCTV system will also be available for attendees to view before and after the meeting.

The Clerk will update Councillors of requirements and arrangements for the evening.

13. **East Surrey Transport Committee Update**

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

Nothing which involves local area. Redhill station being redesigned with retail outlets and 255 flats above the station.

Underpass at Oxted station - a local resident is very keen something to be done about this and has suggestions for technical solutions for painting the ceiling. Cllr Feesey said the resident could accompany him to the next East Surrey Transport Committee meeting.

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

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

Network Rail on maintenance list.

Request for projects for funding are required.

Items for consideration at future meetings

Meeting closed at 20:05

Date of the next meeting Tuesday 14th May 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