



Minutes of the meeting of Oxted Parish Council held at
Oxted Community Hall on Tuesday 8th October 2024 at 6:30pm

Cllr Reg Hull – Chairman

Cllr Denize Wallace

Cllr Alan Feeseey

Cllr Neil Rivers

Cllr Peter Quinn

Cllr Gerard Quinn

Cllr Peter Giles

Cllr John Hope

Cllr Jean Inker

Cllr Louise Kirk

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:** to receive and accept apologies for absence.
Cllrs Deb Shiner and Peter Damesick.
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.
There were none declared.
3. **Public session:** There were no members of the public present.
 - i) County Councillor update – there was no report received.
 - ii) District Councillors update – there was no report received.
4. **Minutes:**
The Minutes of Full Council meeting held on 10th September 2024 were approved and signed by the Chairman.
5. **Planning Committee**
 - 5.01 Planning Committee approved the minutes of the Planning Committee meeting held on 10/09/24 and 01/10/24.
 - 5.02 Full Council received the minutes of the Planning Committee meeting held on 10/09/24 and 01/10/24.
 - 5.03 To consider the drafting of a Neighbourhood Plan. Clerk to circulate links to all Councillors of the Neighbourhood Planning seminar which Cllr Deb Shiner attended.
6. **Burial Ground Committee**
 - 6.01 Burial Ground Committee approved the minutes of the Burial Ground Committee

meeting held on 24/9/24.

- 6.02 Full Council received the minutes of the Burial Ground Committee meeting held on 24/9/24.

7. Clerk's Report and update

- 7.01 To note the progress on projects. Cllr Inker commented that the action log should still be included, as agreed at the Clerk's appraisal, to ensure projects and progress is not forgotten. The Clerk stressed that all projects had been lifted from the previous action log and hence nothing had been excluded. Councillors confirmed the new format is much better and easier to follow.

8. Hurst Green Courtyard Project

- 8.01 To receive an update on the progress of the project. Cllr Hope, prior to the meeting, had circulated a report to Council on the progress of the project.
- The relocation of the Parish Council notice board may not be required however the Council will cover the cost of the relocation if required.
 - The Council **AGREED** to cover the £1.1k for the cost of the levelling the area prior the installation of the further 2 planters.
 - Phase 2 requires a Licence for Alterations which needs to be signed off by TDC and OPC prior to the funds being released by Your Fund Surrey. Start date of the project has been delayed to 21st October.
 - A Memorandum of Understanding is required for the ongoing maintenance of the area.
 - OPC is required to sign off the plants for planting in the planters. It was agreed the right people must be involved in the planting.

9. CIL

- 9.01 An application for CIL funding has been submitted and considered by the CIL Working Group for the refurbishment of the Boulthurst Way play area. Four quotes were received of which 2 were immediately discarded due to one not matching the requirements and the second for being outside the guide budget. Council **AGREED** to accept the recommendation of the CIL Working Group to progress with the Kompan quote to refurbish Boulthurst Way play area.
- 9.02 **PROPOSAL:** To recommend the Kompan quote to TDC Officer Catherine Dainkeh. TDC has agreed to match fund plus address the issue of the drainage at the entrance to the play area. The works will not commence until TDC have resolved the drainage issues at the entrance to the play area.
- 9.03 The Clerk will forward the quote to TDC for consideration by the Park Officers. TDC will project manage the project.

10. Communications Working Group

- 10.01 Website update – JI reported that a further meeting is being held with all three of the shortlisted providers on 10th October and a recommendation will be proposed to Council.

12. Finance

- 12.01 External Audit – The Council noted the external auditor's report and certificate received from PKF Littlejohn. The certificate has been publicised as stated.

- 12.02 The Council noted the second precept payment of £27,562.50 has been received.
- 12.03 Accounts against budget to 26/9/24. Cllr Hull highlighted the positive news of the budget and encouraged Council to consider projects for the benefit of the community. Grant Aid applications are being encouraged and the deadline for applications is 31st October 2024.

13. Chairman's Announcement

- 13.01 The Council **AGREED** the proposed donation of £1,000 to Rotary for marshalling at the Remembrance Day Parade on 10th November.
Cllr Feesey reported that the lamp column poppies will be erected in Hurst Green on 26th October and requested support from other Councillors.
Wreaths being laid at the Oxted War Memorial – Cllr Shiner
Old Oxted – Cllr Inker or Cllr Wallace
Hurst Green - TBC
- 13.02 To receive an update on activities since the last Council meeting. –
Cllr Giles provided an update following the public enquiry in relation to the proposed development in Chichele Road. The public enquiry started on 24th September and ended on 8th October.

14. East Surrey Transport Committee Update

Minutes and reports circulated when received so all councillors are aware of the updates. Cllr Feesey reported that Oxted Station looks sad and needs to be upgraded, Cllr Feesey has requested that network rail repaint the fascia in British rail green. Discussion ensued regarding installing planters on the platforms at Hurst Green Station and Oxted Station. The Council decided not to progress with the request at present.

15. South-East Community Rail Partnership

Minutes and reports circulated when received so all councillors are aware of the updates.
Possible funding of history boards – Railway 200 as 200 years since the railways were established. There may be the possibility of match funding of boards for Oxted and Hurst Green stations.
AGM was on 3rd October, good meeting with lots of information and an annual review. No work is proposed on the Oxted subway at present.

Items for consideration at future meetings

Friendship bench

Meeting closed at 20:05

Date of the next meeting Tuesday 12th November 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 Maureen Gibbins, Parish Clerk, Phone 07510 226989