



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

Cllr Deb Shiner - Chairman

Cllr Alan Feesey

Cllr Neil Rivers

Cllr John Hope

Cllr Reg Hull

Cllr Peter Giles

Cllr Peter Damesick

Cllr Louise Kirk

Cllr Gerard Quinn

Cllr Denize Wallace

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

MINUTES

The Chairman announced at the beginning of the meeting an unexpected item which is time critical is to be discussed under item 5 of the agenda.

1. **Apologies for absence:**

Apologies received from Cllrs Peter Quinn and Jean Inker

2. **Declarations of Disclosable Pecuniary Interest: (1 min)**

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. There were none declared

3. **Public session:**

i) **County Councillor Cameron McIntosh** reported as follows:

- Local highways – resurfacing schemes are coming to an end.
 - Red lane being done
 - Hand patching areas
 - Titsey hill patching schemes.
 - Junction improvement works
 - Grass cutting being done and mapping available for councillors to be aware of when the cutting will be done.
 - Comms Gang – A25 pavements have been done, Woodhurst Lane to be cut back.
 - Pavement in Pollards Oak Road up to the station is going to be upgraded.
- Master Park roundabout to be dug over and planted

- Parking review proposals are not public until next month.
- Pavements in Station Road East are being resurfaced on 23rd September although only on one side due to SGN undertaking utility works.
- NEB Lane is closed due to SGN works however a diversion route is now in place and SGN are being fined for not obtaining a permit.
- Taxi rank system is working well.

Hurst Green Courtyard – with the agreement of councillors the Chairman brought this item to the beginning of the meeting to enable CC McIntosh to update the Council.

- Phase 1 - planters with seats, licence is signed, memorandum of understanding has been signed and first 2 of planters have been ordered.
- Phase 2 – raised planters, TDC Officer Catherine Dainkeh is going out for bids for funding to demolish and rebuild the planters and the soil to be included in the quote. Cllrs Hull and Hope will be meeting with Catherine Dainkeh. Once quotes are received the Clerk will submit an application to Your Fund Surrey and funds, when received, will be transferred to TDC.

ii) **District Councillor Deb Shiner** reported the Public Enquiry regarding the Illegal Traveller site has been rescheduled for 10th December 2024.

4. Minutes:

The minutes of the Full Committee meeting held on 11th June 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 18/6/24.
- 5.02 Full Council received the minutes of the Planning Committee meeting held on 18/6/24.
- 5.03 To consider the drafting of a Neighbourhood Plan. Councillors are to advise the Clerk of their availability to attend a Teams meeting with TDC Officer Emma Amies. The meeting will need to be scheduled for a Tuesday or Thursday morning.
- 5.04 The Public Enquiry Appeal for the Cala Homes development behind Chichele Road is scheduled for 24th September and will run for 8 days. The deadline for registering to be a Rule 6 Party was 8th July 2024. OLRG and OPC have registered to be a Rule 6 Party however the Council can withdraw if it is resolved not to proceed. Concern was expressed that all OPC Councillors are members of OLRG and may not, therefore, be representing the views of residents of alternative political persuasions. A Barrister is being appointed at a cost of £15k + VAT. Following discussion, it was **PROPOSED** that OPC register as a Rule 6 Party and a contribution of £2k + VAT is allocated to the cost of the Barrister. A Primary spokesperson for the Enquiry on behalf of the Council would be Cllr Giles.

PROPOSAL by Cllr Giles – rule 6 and contribute £2k to barrister costs

6. CIL

- 6.01 To consider any recommendations from the CIL Working Group for funding.

Cllr Damesick updated the Councillors regarding the one live application which is for further funding to support the Master Park Hub. Following discussion and the view that the request to fund the fixtures and fittings does not align with the guidelines for CIL funding a vote was called for. Cllrs Giles and Rivers as Master Park Trustees declared an interest and did not vote, 1 councillor voted in favour of providing funding, 6 voted against and there was 1 abstention. The Clerk will advise the Chairman of Master Park that further funding is not, at this time, being provided.

- 6.02 Cllr Shiner highlighted that Hurst Green Community Centre will be applying for funding and refurbishment of Boulthurst Way play area would be anticipating funding from CIL.
- 6.03 H2H sensory theatre has applied for CIL Funding however as the organisation is not based with Oxted or Hurst Green funding will not be available. The Clerk will refer the applicant to Lingfield and Crowhurst Parish Councils.

7. Actions Log for reference and update

- 7.01 To note the progress on projects – The progress on projects was noted and the Clerk updated that contact has now been made by the external auditors for reference documents.

8. Hurst Green Courtyard Project

- 8.01 Council to receive an update from Cllrs Hull and Hope. This item was reported on within the public session.

9. Review of play areas in OPC Area

- 9.01 **To consider the refurbishment of Boulthurst Way play equipment.** Cllr Shiner requested authority to obtain quotes for the refurbishment of Boulthurst Way Play area. It was agreed OPC would only, if approved, fund equipment including DDA items and TDC would need to resolve the accessibility issues relating to the flooding of the area.
- 9.02 **To review the condition and functionality of OPC play areas.** – Cllrs Shiner and Feeseey visited all play areas and, alongside comments from TDC, added comments as to the accessibility, quality and condition of play equipment in Hurst Green. All councillors were invited to add their comments prior to the report being submitted to TDC for assessment. TDC are reviewing all play areas in the district and assessing the feasibility of keeping all play areas open.

10. CCTV

- 10.01 To receive an update from Cllr Giles – Cllr Giles confirmed two cameras are experience communication link issues. The faults will be logged with Chroma w/c 15th July.

11. Finance

- 11.01 To consider the Council's decision whether to rejoining SALC/NALC at an annual subscription rate of £4,023.80. It was agreed to review the option of rejoining SALC/NALC at the November budget meeting.
- Cllr Hull reported that burial income of £14k has already been received against the annual budget of £30k. There will be a cost to incur for articles in the RH8 magazine should the Council exceed the 1-page allocation.

11.02 To consider the issues raised by Cllr Hope regarding 'welfare vouchers' to schools. It was **AGREED** the Council should not be providing welfare support. It was **RESOLVED** to discontinue provision of supermarket vouchers. Following discussing the positives and negatives of the system the Council has operated in the past it was **RESOLVED** to provide support to the foodbanks, community fridge and Oxted United Charities going forwards. The Clerk will advise the schools of the change of arrangements to ensure they are not relying on the vouchers at Christmas.

11.03 Payments approved and authorised since the Council meeting on 11th June 2024 were noted.

Cllr Jean Inker - donation to East Surrey Museum for

Postcards used on History Board	£	20.00
Cllr Alan Feesey - train travel to ESTC meeting	£	8.40
ICO - annual data protection fee	£	40.00
Computer Solutions Ltd - Computer cables	£	19.98
Zurich Insurance - Hurst Green Courtyard cover	£	75.16
Chroma Vision - replacement camera at green bridge (rejected)	£	715.73
JPS Contractors - drainage works at burial ground	£	11,624.40
HMRC - PAYE & NI	£	881.71
St Marys church - grant aid	£	750.00
Oxted Hygiene Bank - grant aid	£	500.00
Hurst Green Community Hub - grant aid	£	500.00
St John's Church Hurst Green - grant aid	£	100.00
St Catherine's Hospice - grant aid	£	600.00
KSS Air Ambulance - grant aid	£	350.00
Make A Scene - grant aid	£	600.00
Hurst Green (Surrey) Community Association	£	400.00
Creative Community	£	500.00

12. Chairman's Announcement

12.01 To review the maintenance responsibility for the War Memorial - Master Park have offered to take over the maintenance of the War Memorial. It was agreed Country Garden Services should provide a report as to the work which could be undertaken on the yew hedge. Master Park could also provide a recommendation. The maintenance can also be considered at the time of the next tender process.

12.02 To receive an update on activities since the last council meeting.

Councillors visited Hurst Green School to see the library equipment funded by the Council; the Councillors also visited the Wildlife Pond and experienced the excitement of the children fishing.

13. East Surrey Transport Committee Update

Minutes and reports circulated when received so all councillors are aware of the updates. The next meeting is scheduled for 10th July.

14. South-East Community Rail Partnership

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

Items for consideration at future meetings

Date of the next meeting Tuesday 10th September 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