



**Minutes of the meeting of Oxted Parish Council held at
Oxted Community Hall on Tuesday 11th February 2025 at 6:30pm**

Cllr Deb Shiner – Chairman

Cllr Denize Wallace

Cllr Reg Hull

Cllr Peter Giles

Cllr Peter Quinn

Cllr Peter Damesick

Cllr Gerard Quinn

Cllr John Hope

Cllr Neil Rivers

Cllr Jean Inker

Mrs Maureen Gibbins

Clerk to Oxted Parish Council

MINUTES

1. **Apologies for absence:** received and accepted apologies for absence.
Cllrs Louise Kirk and Alan Feesey
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. There were none declared
3. **Public session:**
 - i) Chief Executive David Ford and TDC Officers Stephen Coley and Ricky Fuller attended the meeting to update the Councillors regarding the Community Assets Transfer along with the process which is being followed. David Ford highlighted the financial challenges being faced by TDC. TDC Officer Ricky Fuller confirmed that with the local government reorganisation it would be better to safeguard the assets which are important to residents rather than lose them. TDC Officer Stephen Coley will forward an updated list of assets in the Oxted Parish Council area along with costings for maintenance.
It was agreed the Parish Council will set up a working group to assess the OPC assets and report to Council of potential recommendations.
 - ii) **County Cllr Cameron McIntosh** reported:
 - SCC set its budget with a highways budget and a programme for capital resurfacing schemes.
 - Mill lane major resurfacing.

- Treatment on Woodhurst Lane extending past Spring Lane.
- East Hill Road.
- By the church in Hurst Green.
- Tanhouse Lane. Cllr McIntosh will provide a list to the Clerk.
- There is additional funding for road sign cleaning, verge cuts and any areas which Councillors identify to be advised to Cllr McIntosh.
- Unblocking of drains and ditches.
- Footpath on Pollards Oak Road to be surfaced.
- Cllr Inker enquired regarding the footpath on Station Road East and was again advised that SGN will be doing major works and it is not feasible to resurface the footpath until these works are completed.
- Pathway on East Hill between A25 and Woodhurst Lane is being cleared.
- Cllr Damesick enquired regarding the footpath on Chichele Road. Cllr McIntosh confirmed that the tree which is fenced off will not be removed as it is not diseased, dead or unstable so the fencing will be removed.
- The grass cutting scheme commences on 17th February and there will be more cuts now totalling 8 per annum.
- The topic of a Heritage gate for Oxted was raised. Cllr McIntosh confirmed he would match fund if a site for the gate could be identified. The cost of the gate and installation is awaited.

iii) **Leader of the Council Cllr Catherine Sayer** reported:

- 2.99% increase on the budget
- Devolution – Steering Group – 11 District and Borough leaders and the leader of SCC meet weekly.
- Disagreements about the cancellation of the elections as not democratic. 9 County Councils have elections postponed
- Interim proposal by 29th March and full proposal by 9th May.
- Concern has been expressed regarding what happens with the debt of some areas and where is the PWLB involved.
- Consulting with Surrey Association of Local Councils (SALC).
- Local government resources are being stretched.
- Public Consultation of 8 weeks towards the end of the works.

iv) **District Councillor Peter Damesick** had nothing to report.

District Councillor Deb Shiner reported:

- New grounds maintenance contract being signed
- New signage for parks and playgrounds
- Planning permission for McDonalds in Caterham was approved.

4. **Minutes:**

The minutes of the Full Council meeting held on 14th January 2025 were approved and signed by the Chairman.

5. Planning Committee

- 5.01 Planning Committee approved the minutes of the Planning Committee meeting held on 28/01/25.
- 5.02 Full Council received the minutes of the Planning Committee meeting held on 28/01/25.
- 5.03 Thanks were expressed to Cllr Giles for drafting the response to the Oakleigh Court planning application.

6. Burial Committee

- 6.01 Burial Committee approved the minutes of the Planning Committee meeting held on 21/01/25.
- 6.02 Full Council received the minutes of the Planning Committee meeting held on 21/01/25.

7. Clerk's Report and update

- 7.01 Councillors noted the progress on projects. The Clerk reported that since submitting the report the works in Old Oxted on the notice board and hooks for the hanging baskets has been completed.

8. CIL

- 8.01 To receive an update from the CIL Working Group regarding the additional funding for Boulthurst Way play area. It was agreed a CIL working group meeting needs to be held to consider the additional request.

9. Annual Parish Assembly

To consider the date and schedule for the Annual Parish Assembly.

It was agreed to approach the Hub as a venue for the meeting which it was agreed would be held in April. The Clerk will contact the Chairman of Master Park and circulate a list of dates the Hub is available. It was suggested and agreed to contact the Curator of East Surrey Museum as the speaker. Recipients of grant aid would also be invited to show how the funds have been utilised.

10. Heritage Gateway Sign for Oxted

- 10.01 To consider the request for a heritage gateway sign at the entrance to Oxted.
- This was considered under the public session. Of the Councillors present all bar one voted against having a Heritage Gateway Sign for Oxted.

11. Land Use Consultation

To consider the Council's response to the consultation.

<https://www.gov.uk/government/consultations/land-use-in-england>

Councillors were invited to submit their comments to the Clerk for consolidating prior to the Clerk submitting on-line.

12. Hurst Green Courtyard Project

- 12.01 To receive an update on the progress of the project.
- The plants for the brick planters have been identified and will be ordered on receipt of the funds due to be returned to OPC by TDC. The Clerk confirmed that the grant aid

funding awarded to Creative Community is no longer required due to additional funding being received from YFS and the £800 will be returned to OPC.

13. Communications Working Group

- 13.01 Website update: Route22 produced a gant chart and requires photos for the website. Feedback is due to be provided to Route22. Due to a councillor missing an email containing photos in WeTransfer the timings may slide.
- 13.02 RH8 - Cllrs Hull and Giles had a positive meeting with RH8. Following the meeting submissions to RH8 will be free unless additional space is required. The material should be submitted as a word document in arial font and a maximum of 350 words. The editor would prefer if material could be submitted earlier than the 10th of the month. There will be one point of contact who will be the Chair of the Communications working group or the Councillors who has written the article. A quote for taking photos of the Councillors and street scenes and amenity scenes for the website has been received in the sum of £350. Council agreed to proceed with the quote.

14. Finance

- 14.01 Accounts against budget to 31/01/25. Accounts are on track, no major income and no major expenses are anticipated.
- 14.02 Council noted payments approved and authorised since the Council meeting on 14/1/25.
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| ICCM – Clerk attending on-line EROB training Course | £ | 174.00 |
| Black Country – roundabout tree guard for burial ground | £ | 325.99 |
| Cllr Jean Inker – Morrison gift card for resident who helped with history board. | £ | 25.00 |
| Clerk expenses | £ | 61.64 |

15. Chairman's Announcement

- 15.01 To receive an update on activities since the last Council meeting.
The Chairman had nothing to report.

16. East Surrey Transport Committee Update

In the absence of Cllr Feesey, the Chairman confirmed there was nothing to report.

17. South-East Community Rail Partnership

Cllr Inker confirmed there was nothing to report.

Items for consideration at future meetings

CCTV update

Meeting closed at 20:15

Following the close of the meeting it was agreed the Working Group to consider the Community Assets Transfer would be the CIL Working Group members. All Councillors are to review the list and identify assets of interest.

Date of the next meeting Tuesday 11th March 2025 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