



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

Cllr Reg Hull – Chairman

Cllr Alan Feesey

Cllr Neil Rivers

Cllr Peter Quinn

Cllr Peter Giles

Cllr Louise Kirk

Cllr Denize Wallace

Cllr Peter Damesick -

(left the meeting at 7:15pm due to a prior district commitment)

Cllr Jean Inker

Cllr Gerard Quinn

Mrs Maureen Gibbins

Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** received and accepted apologies for absence.
Cllrs Deb Shiner and John Hope

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.

Chairmans update. The Chairman will update Councillors by Friday 14th March with actions following the email received by Councillors today.

3. **Public session:**

- i) County Councillor update (CM)

- Holland Heritage gate – will be installed. Awaiting, for costs from suppliers.
No more than £3,200
- Oxted Heritage Gate. There is no suitable site for this.
- VAS being replaced on A25
- Pollards oak road pavements being done to be finished on Friday 14th
- Where is the parish regarding the planting at Hurst Green Courtyard, going to infill with bulbs. £1600 for larger shrubs. Surrey funding is capital - £1,600 (the Clerk will forward the current breakdown of shrubs to CM)
- Cllr Damesick raised the issue of the tree at Chichele Road – SCC instructed a resident to cut their private hedge. SCC policy will not remove trees which are

not dead, dying, diseased. If funding available will be done. Cllr McIntosh will look at options.

- Cllr Kirk raised the issue of the bollards which are clicking wing mirrors. Holland road weight restrictions, width restrictions. CM will look into.
- Obstructions on verges in Comforts Farm Road will be removed by SCC
- Parking review – double yellow lines down Mill Lane

ii) **District Councillor Peter Damesick** reported:

- Situation in Godstone with the sink hole continues.
- TDC providing support for those being displaced. Accommodation being helpful.
- Deliberations about local government reorganisation continues. Options of 2 or 3 Unitaries. First paper to government by 21st march, Council meeting on 18th march.

iii) There was not report from District Cllr Deb Shiner.

4. Minutes:

The Minutes of the Full Council meeting held on 11th February 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 18/02/25.

5.02 Full Council received the minutes of the Planning Committee meeting held on 18/2/25.

6. Clerk's Report and update

6.01 To note the progress on projects

Policies are being revised

Cllrs Wallace and Inker will review the size and possible location of an additional notice board in the bus shelter in Old Oxted.

7. CIL

7.01 To receive an update from the CIL Working Group regarding the additional funding for Boulthurst Way play area and CCTV at Master Park.

Boulthurst Way play area – the Council, following the **PROPOSAL** by the CIL Working Group, **AGREED** a further contribution of £1,500 to cover the cost of the installation of the new gate. The total contribution now totals £18,500.

The Council, following the **PROPOSAL** by the CIL Working Group, **AGREED** a contribution of £12k for the next phase of the CCTV. Master Park will, in due course reimburse £2k to the Parish Council. Tree maintenance works are required around one of the cameras which becomes covered when the tree nearby has leaves on it.

Assessment of Community Assets – a productive meeting was held with TDC and a revised schedule received. The CIL Working Group plus Cllr Hull is holding a meeting on Monday 17th March at 0930 to go through the list in conjunction with a set of criteria for assessing the assets.

8. Defibrillator in Hurst Green

To consider the installation of a defibrillator in the Pollards Oak Shop area.
Council **AGREED** with the availability of a defibrillator at Hurst Green Station and David Gresham House that an additional machine was not required in the shop area.
It was also **AGREED** that the provision of defibrillators is not the responsibility of the Parish Council.

9. Annual Parish Assembly

To confirm the arrangements for the APA
The Park Hub booked for Tuesday 29th April.
East Surrey Museum Curator booked and a project leader from The Hygiene Bank to speak.
Reports requested from Committee and Working Group Chairs.
Report received from Master Park
44 invites sent out (excl. PC's) and 16 acceptances (excl. PC's) and 3 apologies

10. Heritage Gateway Sign for Oxted

10.01 To receive an update for the heritage gateway sign at the entrance to Oxted.
This was addressed in the public session of the agenda.

11. Land Use Consultation

To consider the Council's response to the consultation.
<https://www.gov.uk/government/consultations/land-use-in-england>
The Clerk will seek a response from Cllr Damesick.

12. Hurst Green Courtyard Project

12.01 To receive an update on the progress of the project.
The planting of a magnolia tree outside the hairdressers requires ericaceous soil.
Concern was also expressed at the shallow depth of planting for the trees. The Clerk will contact Creative Community for their views.

13. Communications Working Group

13.01 Website update – Cllr Inker reported that the Council is still continuing to work with Route 22. Link to first visual has been provided and meeting to be scheduled with Route 22 within the next 2 weeks. The editor of RH8 to be requested to take photos at the APA for use at in RH8 and on the website.

14. CCTV Update

To receive an update on the progress of the next phase of CCTV.
CIL proposal was circulated prior to the Council meeting. The agreement for funds for the Hub works was agreed under item 7.01.
Cllr Giles reported on the request from St Agatha's Hall. The quote received for cameras around the hall and joining into OPC system is £3,600. The Council **RESOLVED** to contribute £2,400 from grant aid with St Agatha's funding the £1,200.

Further cameras are being requested in Hoskins Walk and will be reviewed in due course.

Surrey Police now have live access to the OPC system. Cllr Giles has requested the Police Memorandum of Understanding.

15. Finance

15.01 Accounts against budget to 28/02/25. The projections indicate the Council will end the year with a small profit. Burial income is still coming in.

15.02 Council noted payments approved and authorised since the Council meeting on 11/02/25.

British Red Cross – hall hire	£ 54.00
Clerk Expenses	£ 86.69
HMRC – PAYE & NI	£ 1,647.63
Clerk Salary	£ 1,244.65
Oxted Community Hall – Meeting room hire	£ 17.00
Country Garden Services Ltd – Maintenance	£ 1,250.62
Country Garden Services Ltd – new bin store	£ 1,956.00
Expert Trees – removal of leaning tree in burial ground	£ 300.00
Surrey Hills Society – annual subscription	£ 30.00
JEM Home Services – Final works on Old Oxted bus shelter	£ 70.00

15.03 CCLA bank mandate to be updated – RH, PG and Clerk to be signatories
The Clerk will liaise with Country Garden Services Ltd regarding the ongoing maintenance of the burial ground until the new contract is allocated.

16. Chairman's Announcement

16.01 To receive an update on activities since the last Council meeting.

VE Day – Cllr Wallace raised the issue of erecting a beacon on Master Park. The Clerk confirmed there is insufficient time for the application to be approved prior to 5th May.

The events listed below are being run by the BID/Love Oxted.

SURREY DAY - 10th MAY - 12-4PM

This is all about WW2 and how it shaped Surrey.

- The Oxted Band kicks off proceedings at 12pm with live cross to BBC Radio Surrey.
- Then Sing it Out at 1pm (new singing group at the Park Hub every Tuesday).
- Rock Choir at 2pm
- Ms Molly Moonshine at 3pm
- Street entertainers
- Facepainting
- Classic Military vehicles (TBC)

17. East Surrey Transport Committee Update

Minutes and reports circulated to Councillors when received.

Cllr Feesey confirmed the next meeting 18th March followed by 8th April.

18. South-East Community Rail Partnership (II)

Minutes and reports circulated to Councillors when received.

The next meeting is scheduled for June.

Items for consideration at future meetings

None

Meeting closed at 2010

Date of the next meeting Tuesday 8th April 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