

Please note these are draft minutes until approved and signed at the next meeting.

**BLETCHINGLEY PARISH COUNCIL
MINUTES OF MEETING HELD IN THE
COMMITTEE ROOMS ON MONDAY 14 APRIL 2008**

P R E S E N T

Councillor R. Gater – Chairman
Councillors K Bridger, D Martin, N Munday, B Tatnell and R Trotman

In attendance: Clerk - K. Wantling, DC T Elias and DC G Black, PC Shrapel, PCSO Sheppard, P Cock – Bletchingley in Bloom, D Turner – Neighbourhood Watch and Residents D Birt and H Townsend.

51/08 APOLOGIES FOR ABSENCE

Apologies were received from Councillors A Butler and J Moore. The Chairman welcomed all to the meeting.

52/08 DECLARATIONS OF INTEREST

No changes were made to the Declarations of Interest.

53/08 MINUTES

The minutes of the Parish Council meeting held on 10th March 2008 were approved and signed by the Chairman subject to the following minor amendments: page 1, typo in minute 38/08 – Lawrence’s Frontage “unkept” should read “unkempt”; page 5, minute 44/08 - No 1 insert the words “Councillors and” before “D Turner”; page 6, minute 44/08 – No 3 – Heavy Vehicles, delete the words “and had also resulted in a road accident.”

The minutes of the Planning Committee Meeting held on 31 March 2008 were approved and signed by the Chairman.

54/08 RESIDENTS’ REQUESTS

Church Lane – A large pot hole in Church Lane had been reported several times to Surrey County Council (SCC) by both Councillor Tatnell and the Clerk. No repairs had been undertaken as yet. Following a discussion,

IT WAS AGREED THAT the Clerk would write a letter to SCC Highways requesting that this section of road be repaired as a matter of urgency as it was considered dangerous to road users due to its size. The Clerk should also make enquiries of SCC Highways as to whether the Parish Council could be authorised to undertake such work and be reimbursed for the costs incurred.

KW

Cemetery – A Yew tree was reported to have low hanging branches over the pavement area towards the bus stop. Additional problems resulting from overgrown vegetation were reported. Following a discussion,

IT WAS AGREED THAT Councillor Tatnell would do a site visit and report the problems to the contractor for remedial action.

BT

A25 Keep Left Sign – The sign at the top of the village was reported as not working. Following a discussion,

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IT WAS AGREED THAT the Clerk would report this to SCC Highways.

KW

55/08 REPORT FROM COUNTY COUNCILLOR MYLAND

No report in CC Myland's absence

56/08 POLICING ISSUES

PC Shrapel updated the Council on 12 reported crimes since the previous meeting. These were: damage to and theft from and of motor vehicles; shop lifting at the Post Office; theft from a handbag; assault; and damage by fire to a conifer tree. The reports were down from the 16 for the same period last year.

PC Shrapel briefed the Council on a bogus call on a lady in Kenrick Square. This did appear to be related to other incidents in Tandridge and he asked people to be vigilant. Information on how to deal with unwanted callers had been circulated to most of the sheltered housing groups.

North Park Demonstrations – PC Shrapel had no comments on the recent demonstrations. The Chairman briefed the Council on these lawful demonstrations and subsequent conversations with Inspector Elaine Burtenshaw. Although the blocked haul route was private, the footpath rights along the same stretch are public. On the Thursday night there had been around 30 protestors against the Tarmac planning application.

PC Shrapel, PCSO Sheppard and DC Elias left the meeting.

57/08 BLETCHINGLEY IN BLOOM

Village Sign – 10% of the electorate had voted for the village sign. The winning design was No 2, designed by Rev. Peter Moseling. This had been submitted to 3 potential designers for pricing and these quotes were expected by the end of April. It was hoped to have the sign in situ by the end of June in time for judging on the 1st July. It was agreed that the Parish Council would like to view the quotes prior to a decision being made and that Mrs Cock should liaise with the Clerk.

Hevers Pond – SARG have agreed to meet with D Roberts next weekend to try to agree a 3-year plan, which could then be forwarded to RH & RW Clutton for their approval.

Bletchingley Skills Centre – Extensive clearing had been undertaken over the weekend to try to restore the area. There were large volumes of excess pruning, which would need to be removed. The Manager was delighted with the work so far and was hoping to re-introduce gardening into the curriculum. Following a discussion,

IT WAS AGREED THAT the Clerk would make enquiries of SCC Education for help with removing the excess pruning etc.

KW

Church Walk Bikes – It was felt that these had lost their novelty and needed removing. As it was not clear who the owners were and that they did appear to be abandoned, DC Black would make enquiries of TDC for their removal.

High Street Planters – One criticism last year had been the lack of colour in the High Street and it was therefore proposed to put planters in the High Street, after seeking permission on suitable locations. It was believed that the cobbles on the same side as the Whyte Harte, were privately owned by the owners of the adjoining

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properties. The Chairman confirmed that this would be a good time to move the CCTV to its next location.

Brittens Cottages Railings – These were in need of painting. Following a discussion,

IT WAS AGREED THAT the Clerk would make enquiries of the Community Services Probation Officer in Reigate as to whether they would be able to assist with the painting. KW

Judging Day – Judging day was to be 1st of July at 11.00am. This would culminate at around 12.30pm at the Village Hall with a similar display as last year. Mrs Cock hoped that it would be well supported again by all in the Community.

There would be a Plant Sale Fundraiser on the 10th May outside the Whyte Harte. No offers of funding had been obtained so far this year, despite several requests.

The Parish Council thanked Mrs Cock and her team for their continued dedication.

58/08 MATTERS AND ACTION POINTS ARISING FROM MINUTES

The Clerk read through the report and noted that those requiring action were on the agenda later.

Bletchingley in Bloom – The Clerk was awaiting a planting licence from M Harding at SCC Highways.

Allotment Composting Area – The Clerk confirmed that she was currently in discussion with East Surrey Waterboard and would report back at a later stage. Mr Cronin had been told that he needed to await the outcome of these discussions.

Barfields – There appeared to be more communication and better management of parking. As a result there had been a marked improvement with relationships and parking around the junction.

Traffic Island Bollards: These had recently all been replaced with a new slim line version.

The remainder of the Clerk's report and Action Points were duly noted.

Mrs Cock and DC Black left the meeting.

59/08 CURRENT PLANNING ISSUES

9.1 TA/2008/292 – Land north of 38 Barfields, Bletchingley – Erection of double garage

RESOLVED - No comment. KW

9.2 TA/2008/523 – 2 Town Mead, Bletchingley – demolition of shed; erection of part single/2-storey side extension with skylights to front and rear roof slope to facilitate conversion of loft into habitable accommodation.

RESOLVED: No comment. KW

9.2 TA/2008/530/TCA – Elm House, 84 High Street, Bletchingley – reduce height of 2 Cupressus by 50% and reshape. Reduce 1 Hazel by 20%. Reduce 1 Hazel by 25%. Reduce 1 Horse Chestnut by 10% and reshape. Reduce 1 Oak tree by 10% and reshape. Reduce 1 Eucalyptus by 50%. Reduce 1 Apple tree by 20% and reduce 1 Fig tree by 50% (Trees in a conservation area).

RESOLVED - No comment. KW

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9.3 To review Appendix C of the Local List of Planning application requirements submitted by Tandridge District Council “TDC” and to agree any comments.

It was confirmed that all planning applications now had to complete a mandatory national list. It is hoped that one of the results of these lists is more consultation between developers and Parish Councils. Following a discussion,

IT WAS RESOLVED THAT although this document would be a very useful tool for the Parish Council when commenting on planning applications, no comment to TDC was required.

KW

9.4 Determined Applications:

Below is a list of delegated action taken by TDC in relation to planning applications.

2007/1669 – 1 Town Mead, Bletchingley – Erection of 2m high close-boarded fence – **Refuse.**

60/08 REPORTS FROM AREAS OF RESPONSIBILITY

1. Neighbourhood Watch: The meeting between Councillor Bridger, the Chairman and the 3 Area Co-ordinators had not yet taken place. Nothing further to report.

2. Footpaths and Bridleways: Nothing to report.

3. Transport: Councillor Munday reported on various advertising signs located around the village. Following a discussion,

IT WAS AGREED THAT The Clerk would contact SCC Highways about the legality of these signs and ask in particular, for the redundant Circus sign on the A25 to be removed.

KW

Councillors Munday and Trotman would attend the South Godstone Annual Parish Meeting, which was to include a special report from LORD campaign.

4. Speedwatch: There had been no speedwatch activity due to the recent poor weather conditions. D Turner had agreed to join the team and would be undertaking training with PC Moira Cocks in due course. A recent official speed trap had reportedly caught several motorists doing excess speeds through the village.

5. Cemetery: Councillor Tatnell confirmed that she would undertake a site visit to ascertain the work required to remedy the earlier reports. The Council were asked to consider the next course of action in relation to the large plant on grave AA43 belonging to the Bayley family. The Clerk had been unable to track down the relatives due to recent house moves and no forwarding address being available. Following a discussion,

IT WAS RESOLVED THAT Councillor Tatnell would ask DA Landscaping to remove the plant.

BT

6. Minerals: The Chairman briefed the Council on the WBB/Tarmac applications in Councillor Butler’s absence. Tarmac was now to be heard on the 28th May at County Hall, on the same day as the retrospective WBB application. The Chairman reported on a recent meeting he had attended with Tom Cutbush of Sibelco in order to try and overcome the recent difficulties encountered with dealing with WBB. The result was that Sibelco made a public statement that they consider relationships with the community to be more important than making money. WBB now need to make

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a decision on where they stand. There was a general opinion that Mr Stones of SCC had not been representing the full facts to the Committee in a totally unbiased way. MP Peter Ainsworth had asked for details of breaches and facts to be forwarded to him for consideration. The Council confirmed that the Chairman had their full support when speaking on behalf of the Parish Council in relation to the WBB/Tarmac applications. It was hoped that there would be a fair vote on the 28th May with no whip.

7. Village Hall/Community Centre: Harry Townsend would be taking over the post of Treasurer for the Village Hall Management Committee at the Annual Meeting on 30th April. The Booking Secretary had said that bookings were up and a lot were coming through the new website. A completion date for the decoration of the Community Centre has still not been agreed.

8. Recreation/Sports Association: The cricket table is in good shape but there are still no teams to play on it. A discussion followed about whether DC Elias would be able to generate a team.

9. Allotments: All allotment tenancy agreements with the exception of 1 had been renewed and monies received. There were now 2 remaining on the list, one of which is for 2009. The new tenants of allotment 2 had made enquiries in relation to clearance of a large amount of litter left over from the previous tenant and in relation to the state of the adjoining hedge. Following a discussion,

IT WAS AGREED THAT Councillor Bridger would make a site visit and report back. The Clerk would make enquiries of BIFFA.

KB
KW

10. Street Lighting: The Perspex cover on the lamp outside Streaks Ahead had been broken, leaving a bare bulb.

IT WAS AGREED THAT the Clerk would report this.

KW

11. CCTV: All CCTV systems were running normally. Funding had finally been secured for the police run Bletchingley camera and the camera secured. This would be similar to the metal mickey and could be monitored from Reigate or Caterham. Infrastructure funds had yet to be obtained. Live monitoring is possible and the site is still to be Coneybury playground.

12. Website: The Clerk confirmed that the new pages had been added and the documents uploaded. It was hoped that these additions would make navigation clearer in the Parish Council pages. The LORDS reporting form would be uploaded to the "Other Documents" section.

H Townsend and D Birt left the meeting.

61/08 FINANCE

The following April payments were sanctioned and cheques and stubs signed.

000444	Bletchingley Village Hall	12.00
000445	Mrs K Wantling	601.98
000446	HM Revenue & Customs	83.81
000447	Information Commissioner	35.00
000448	Thames Water Utilities Limited	25.00
000449	Tandridge District Council	122.36
000450	Cash (petty cash imprest)	87.58
000451	Surrey County Association of Parish & Town Councils	750.45

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000452	D A Landscaping	504.00
000453	Compelling Minds Limited	94.00
000454	TVSC	10.00
000455	Hedleys Solicitors LLP	<u>839.88</u>
		<u>£3166.06</u>

To review and agree Receipts and Payments Account for 07/08 prior to APM.

Copies had been circulated to the Councillors. Following a discussion,

IT WAS RESOLVED THAT the Receipts and Payments Account for 07/08 was agreed and therefore signed by the Chairman subject to the valuation figures of the Assets being reviewed.

All

To approve purchase of The Cemetery Management and Administration for Local Council Clerks CD. Following a discussion,

IT WAS RESOLVED THAT the Clerk could purchase the above book for the price of £27.00 for members.

KW

Laptop Contribution – The Council were asked to consider the annual contribution to the Clerk for the use of her personal laptop, or consider the possible future purchase of a dedicated laptop. Following a discussion,

IT WAS RESOLVED THAT a contribution of £200, as agreed last year would be given to the Clerk in May in light of the amount of work done for the Parish Council on the laptop. This would be reviewed annually.

All

62/08 FOOTPATH 506

In view of the special confidential nature of the matter to be discussed, it is advisable in accordance with the provision of the Data Protection Act 1998 and the Freedom of Information Act 2005, additional information be discussed “In Committee”.

63/08 RISK ASSESSMENT

Councillors reviewed the Risk Assessment and subject to minor changes being made this was agreed.

All

64/08 CORRESPONDENCE RECEIVED

1. TDC – Examination of Core Strategy Development Plan Document – to discuss if we need to attend the pre-examination meeting on 22 April 2008.

Following a discussion,

IT WAS RESOLVED THAT the Parish Council did not need to send a representative as the Parish Council had originally commented that they welcomed the Core Strategy draft and were pleased with TDC’s efforts to retain the green belt and AONB.

2. ESPLG – To agree who will represent the Parish Council at the meeting on 17 April 2008. Following a discussion,

IT WAS RESOLVED THAT Councillor Tatnell and the Clerk would attend the meeting and report back.

BT
KW

3. Surrey Community Action – to review details held on their database and

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approve entry for 2008/09. Following a discussion,

IT WAS RESOLVED THAT Councillor Martin would review the details and report back.

DM

4. Surrey County Football Association – to identify which sporting facilities within Bletchingley Parish should be highlighted for investment. Following a discussion,

IT WAS RESOLVED THAT Councillor Trotman would respond that there were none identified at present, but that there was a possible project in the drainage of the top field. However TDC would have to be prepared to provide 50% of the funding as it was their land and therefore Councillor Trotman would have to approach TDC with the investment opportunity prior to responding.

RT

5. Government review relating to Crime and Communities – to review and complete the form. Following a discussion,

IT WAS RESOLVED THAT no response would be made as an earlier response by Keith Tunstall (past Chairman of Neighbourhood Watch) and Councillor Bridger had been made.

6. To consider a request from Lawrences Auctioneers Limited for a contribution towards the restoration of their pillars. It was noted that the area was private land and that the Parish Council did not own the Village Hall complex and was therefore not appropriate for it to make a contribution for this purpose. Following a discussion,

IT WAS RESOLVED THAT the Clerk send a response letter stating that whilst it was not appropriate for the Parish Council to make a contribution, the details would be forwarded to the Trustees of the Village Hall who could consider a contribution.

KW

7. Response from Mr French re Church Lane - The Clerk briefed the Council on a response received from Mr French relating to the use of Church Lane. The March minutes had been amended to remove reference to the accident. Following a discussion,

IT WAS AGREED THAT the Clerk would send a letter of apology to Mr French.

KW

65/08 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

Annual Parish Meeting Agenda - The Clerk provided a copy, which was agreed subject to amendment. The Clerk reported that she would be meeting with the Internal Auditor on 24 April 2008.

66/08 DATE OF NEXT MEETINGS

Planning Committee – 28 April 2008

Annual Parish Meeting – 30 April 2008 – Community Centre

Full Parish Council –12 May 2008

The Chairman closed the meeting at 10.20pm