

**BLETCHINGLEY PARISH COUNCIL  
MINUTES OF MEETING HELD IN THE  
COMMITTEE ROOMS ON MONDAY 9 OCTOBER 2006**

**P R E S E N T**

Councillor R. Gater – Chairman  
Councillors D. Martin, J. Moore, R. Sutcliffe, B. Tatnell, R Trotman

In attendance: Clerk - K. Wantling, 8 Residents and J Hill – Surrey Mirror

**84/06 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTERESTS**

Apologies for absence were received from Councillors Butler, Bridger and Nathanail and District Councillors Elias and Hoskins. No changes were made to the Declarations of Interests.

**85/06 MINUTES**

The Minutes of the meeting held on 11<sup>th</sup> September 2006 were approved and signed by the Chairman subject to the following minor amendments: Page 4 the reference to “Tilburstow Hill Gas Field” should read “Bletchingley Gas Field”; Page 6 under heading Minerals/Environment, the reference to “Surrey Observation Group” should read “Quarry Observation Group”; and Page 8 under the heading Clerk’s Probation, at the end of the sentence “.....£7.846p per hour.” Insert the words “with effect from 1<sup>st</sup> September 2006”.

**86/06 RESIDENTS’ REQUESTS**

The Chairman reported that there were no reports from County Councillor Myland or PC Hazel.

**Field behind Coneybury Estate:** Councillor Trotman reported that a resident had informed him of a further burnt out vehicle which had appeared in the field. There were now a total of three vehicles in the field. Councillor Trotman said that it was his understanding that these fields were owned by RMC Estates. The Clerk reported that she had reported the burnt out vehicles to the police earlier that day and had also been informed by another resident walker that police had already attended the scene.

**Youth Club Donation:** Councillor Martin reported that although the donation from the closure of the Youth Club had been received by the Council, no acknowledgement letter had been received.

**IT WAS RESOLVED THAT** the Clerk would write a letter of acknowledgement and thank the Youth Club for their donation. KW

**Road Closure for Remembrance Day:** Councillor Tatnell reported that she had filed a request for a road closure for 4 minutes to cover the 2 minute silence on Remembrance Day and had sent an accompanying letter stating that the closure was only required from 10.58 to 11.02. Both Highways and the Police had objected to the road closure. Councillor Sutcliffe once again said that the traffic had been stopped for the recent play in the Village and why could it not be stopped for a 2 minute silence. Councillor Trotman informed the Council that at 11.00 am on Saturday the 11<sup>th</sup> November, the Reverend would be holding a short dedication service for the War Memorial Boards in the Bletchingley Village Hall. He asked that the members of the

Bletchingley Parish Council attend.

**IT WAS RESOLVED THAT** (i) Councillor Tatnell would appeal the decision of the Highways and Police and push for the road closure in honour of the 2 minute silence; (ii) The Chairman and Councillors agreed to attend the Dedication service in the Bletchingley Village Hall.

BT  
All

## 87/06 ACTION POINTS AND MATTERS ARISING FROM MINUTES

**Old Allotment Field Fencing:** The Chairman outlined the history behind the western border of the Old Allotment Field which bordered on Stychens Lane. There are currently 3 indents from the original border line of the field, 1 of which is supposed to be an allotment. There was originally a fence around this allotment, which has been removed. A Parishioner recently brought to the attention of the Council the fact that the allotment was being used as a car park rather than allotment. The Council acted on this by writing to the allotment holder requesting that the cars be removed and the allotment be reinstated. Subsequent correspondence was sent to residents who the Council believed were affected by the indents asking for comments prior to reinstatement of the fence line. As no responses were received initially to that letter, the Chairman and Councillor Martin met with the residents personally to discuss the matter. Subsequently, two letters were received from lawyers acting on behalf of Miss Mackie, who was the allotment holder. The first requesting a delay in the decision to enable the lawyers to obtain and familiarise themselves with the relevant documentation. The Council postponed any decision making from the 11<sup>th</sup> September to the 9<sup>th</sup> October in honour of this request.

Miss Mackie enquired as to why, after 25 years in her opinion, that this decision was being made. The Chairman commented that as a Parishioner had raised the matter to the Council about the parking on an allotment, the Council had to act to ensure that Parish land was not being misused. Councillor Martin noted that the land belongs to the Bletchingley Parish Council and is in a greenbelt area and as such, the Parish Council do not have the right to give permission to change the use of the land. The Chairman stated that the facts were that as an allotment, the land should be cultivated and not used as a car park. Miss Mackie stated that when she purchased the property 3 years ago, she did so on the assumption that she was able to use the land for her personal parking. This assumption was made after discussions with the previous owner who she said had also parked on the land. The Chairman said that the Bletchingley Parish Council by law have to provide a certain number of allotments for its Parishioners and that there is currently a waiting list for allotment holders. Miss Mackie reported that she was willing to return part of the land to cultivation if she could park on the remainder.

Mrs Windsor enquired why the other two indents, which are not currently used as car parks, need to be fenced. The Chairman stated that there was a defined line of the boundary and this needed to be reinstated to ensure no further misuse of Parish land.

A discussion followed as to how a change of use could be obtained. Councillor Martin reported that this could only be obtained by applying to Tandridge District Council and even they were not in a position to allow the change of use directly. The change of use would cost the taxpayer money and time. Miss Mackie commented that the driver of the cesspit cleaner vehicle had said that if the indents were removed he would no longer be able to access the cesspit for maintenance. The Chairman disputed this as Miss Mackie did have a garage and a car parking space on her property. The Land Registry document is legal and binding and the facts of the

boundary can not be disputed. Following a very heated discussion, the validity of the Council was questioned and Councillor Martin stated that all Councillors are elected every 4 years and that the next election is due in May 2007. Anyone can stand for election. If there are more than 9 contestants then it becomes contested. However, if there are 9 or less contestants, then those contestants are elected unopposed. Mr Duda enquired as to whether a compromise could be made in relation to the indents and whether the previous Councils were negligent in not enforcing the non-parking issue. The Chairman confirmed that previous Councils were negligent in not enforcing the issue and that as it had been highlighted under his Chairmanship, he was under an obligation to all Bletchingley Parishioners to ensure that all Bletchingley Parish Council held land was used appropriately. Allowing this parking to continue would create a precedent for other Parishioners to say that they wanted to use Parish held land for their own personal use. Miss Mackie requested a further time delay before reinstating the fence to allow her to pursue the matter further. The Chairman stated that a sufficient delay had already been allowed for her lawyers.

Mrs Windsor requested a minute be made that an objection was lodged that the Parish Council were negligent in not notifying Pinehurst Lodge about the narrowing of the road as this would also affect them. The Chairman reported that this would be duly minuted.

**IT WAS RESOLVED THAT** the fence would be duly reinstated and that the Clerk would send a letter of response to the lawyers stating the same. The residents were at liberty to dispute the issue if they wished. KW

*Several residents left the meeting.*

**Little Common Lane Holly Hedge:** the Clerk reported that this appeared to have been cut.

**Tuns Cottage:** The bags had been removed but the Clerk was unaware as to who was responsible for removing them.

**Grange Meadow Seat:** Councillor Trotman reported that at a recent Sports Association meeting, District Councillor Elias said he would look at the seat and see what repairs he could make.

**Cemetery Hedge:** The Clerk reported that this had been cut.

**Police Support:** The Chairman reported that he had still received no response from Inspector Whitcombe to his request for a meeting.

**IT WAS RESOLVED THAT** the Chairman would pursue this matter and report back at the next meeting. RG

**Red Lion Noticeboard:** The Clerk reported that this had been moved.

**Motorbikes:** Councillor Trotman reported that a Parishioner had reported a large group of motorcycles outside the Curry House at about 5.30pm this evening, behaving in a threatening manner around the shops. About an hour later they dispersed, heading up into the Estate. There seemed to have been an increase in motorcycle activity in the area again. The Clerk reported that there were some motorcycles who were using the pavements as a roadway.

**IT WAS RESOLVED THAT** the Chairman would raise this issue with the Inspector when he managed to contact him. RG

**Footpath Leading to Tilgate Common:** The Clerk reported that there was no news on the repair of the barrier. This matter would go onto the Ongoing Matters List.

**Damaged Road Sign:** The Clerk reported that there was no news on this. This item would go onto the Ongoing Matters List.

**High Street Hedge:** Councillors Martin and Trotman recalled previous site meetings between Highways and Mrs Silk where it was agreed that when future road improvements were made, that the hedge would be removed. The Clerk reported that this was a matter that County Councillor Myland was currently chasing. This matter would go on the Ongoing Matters List.

**Whitepost Field Substation:** The Clerk reported that EDF had been notified and that they had promised to pass this information on to their contractors who would undertake the boarded fencing of the substation.

**IT WAS RESOLVED THAT** the Clerk would notify the Council once the work was completed. This matter would go on the Ongoing Matters List. KW

**Street Light No 4 Little Common Lane:** Councillor Sutcliffe reported that there was no change. This matter would go on the Ongoing Matters List.

**Footpath 506:** The Chairman reported that the Parish Council were still waiting to receive a copy of the Asset Register. The lawyers were also disappointed at the length of time it was taking to receive the document.

**Bletchingley Gas Field:** The Chairman outlined a document from Councillor Butler that was handed out to all Councillors. Councillor Trotman notified the Council of recent discussions that he had had with concerned residents. There was concern that the Parish Council were not invited to the latest meeting in Godstone.

**Community Speed Watch:** The Chairman had nothing further to report on this as no meeting with the Police had taken place yet.

## 88/06 CURRENT PLANNING ISSUES

List 37/2006 – Item 19 – TA/2006/1322 – Erection of first floor side extension and balcony – Copper Cottage, Church Lane, Bletchingley.

**RESOLVED:** No comment

List 38/2006 – Item 14 – TA/2006/1288 – Erection of weather protection canopy – Little Thorns, Pendell Road, Bletchingley.

**RESOLVED:** No comment

*Miss J Hill left the meeting.*

List 39/2006 – Item 5 – TA/2006/1197 – Retention of roof extension to building – L’Etac, North Park Lane, Godstone.

*Mr G Duda left the meeting.*

**RESOLVED:** The Council object on the basis that the building is unsightly and in an area of outstanding natural beauty. KW

List 39/2006 – Items 34 & 35 – TA/2006/1419 and 1420 – Erection of 2m high fence and erection of shed – Boundary Cottage, Stangrave Mews, Bletchingley.

**RESOLVED:** No comment

## 89/06 REPORTS FROM AREAS OF RESPONSIBILITY

**Footpaths and Bridleways:** Councillor Sutcliffe reported that Footpath 505 from Little Common Lane to Stychens Lane Playing Field had been cut.

**Transport:** Councillor Trotman had nothing to report on Transport other than he would be attending the GACC AGM on 15 November.

**Cemetery:** Councillor Tatnell had nothing to report. The Clerk updated the Council on a discussion with Adshel in relation to the Bus Shelter. Adshel were going to paint the back of the Bus Shelter this week and the outcome would be monitored in case further action would be required. This would be done free of charge. Following a recent application from a relative to erect a memorial with kerbstones on an existing grave in the cemetery, and subsequent appeal,

**IT WAS RESOLVED THAT** the Council would exercise their discretion and allow the kerbstones on this application. (i) The Clerk would write a letter to the Steven Mears Memorial Centre to inform them of this change of decision; (ii) the Clerk would amend the Cemetery Regulations to include reference to kerbstones and Council's discretion.

KW

KW

**Minerals/Environment/Tree Wardens:** The Chairman reported on Councillor Butler's reports in her absence. These referred to the ongoing situation relating to WBB. The Quarry Observation Group ("QOG") are concerned about the increased noise and dust levels produced due to sand storage and lorry-loading taking place in the open air. QOG produced a list showing a large number of features at the quarry that do not appear to agree with the plans. This was sent to Pauline Sparrow of Surrey County Council Planning ("SCC Planning"). Councillor Butler had received a telephone call from Gary Stringer of WBB who confirmed that no storage building has been built. He valued the excellent relationship with the Bletchingley Parish Council and its Chairman and noted his own need to attend the Quarry more often to ensure that any new personnel appointed to the Quarry were familiar with the good site practice. Gary Stringer suggested a meeting with Alan Stones of SCC Planning, QOG members, BPC members and himself at the end of October to try and quell any anxieties that residents may have.

**Village Hall/Community Centre:** Councillor Tatnell reported that quotes had been received for the redecoration works of the Village Hall and that Geoff Moore was applying for grants. The Community Centre had recently suffered two leaks from the re-roofed section. The roofer had returned to investigate and had found a hole in the lead flashing. This was due to be repaired today. Councillor Trotman reported that he had received estimates for replacing the central and water heating system in the Community Centre.

**Neighbourhood Watch:** The Chairman reported on Councillor Bridger's report in his absence. He had attended the Bletchingley in Bloom inaugural meeting held on Wednesday 4<sup>th</sup> October along with Councillor Tatnell. This was well presented by Mrs Cocks and "starter packs" had been handed out. Councillor Bridger had also attended the AGM and Annual Review Meeting of Surrey Community Action on 4 October. One of the workshops attended had identified some ideas which could be useful to the Council. Councillor Bridger was approached by Paul Naphine, a Rural Community Development Worker who enquired as to the Parish Plan. Councillor

Bridger outlined various issues which had resulted in the Council not undertaking a Parish Plan at this stage. Paul Naphine expressed a willingness to attend a future meeting to give a presentation if required.

**IT WAS RESOLVED THAT** the Clerk would write to Paul Naphine expressing the Council's thanks for his offer. KW

**Recreation/Sports Association:** Councillor Moore reported that she had received information and quotes from 3 companies in relation to the Youth Shelter and these ranged from between £3500 and £4000. Due to holidays, a meeting between Councillors Moore, Nathanail and Trotman would take place at a later date to be arranged. Councillor Martin enquired as to whether Councillor Moore had approached "BAGGAGE". The response was no. The contacts at BAGGAGE were Ron Napper or Ken Bolitho. Councillor Moore confirmed that she had received a quote for £420.00 via Tandridge District Council to trim the tree in the Stychens Playground. The Clerk reported that DA Landscaping would undertake the cleaning of the benches near the Red Lion free of charge.

**IT WAS RESOLVED THAT** (i) Councillor Moore would contact BAGGAGE for help in making the decision on the Youth Shelter and (ii) the Clerk would contact the Tree Contractor to instruct them to undertake the trimming of the tree in the Stychens Playground. JM  
KW

**Allotments:** Councillor Moore had nothing to report. The Clerk reported that she had attended an onsite meeting with another contractor and subsequently received a quote for £1800 to cut the hedge. The Clerk also reported that Mr Wantling had replaced the leaking tap. Councillor Sutcliffe noted that the water would need turning off for the winter.

**IT WAS RESOLVED THAT** (i) the Clerk would notify DA Landscaping to go ahead with the cutting of the hedge at their quote of £938 and (ii) the Clerk would ensure that the water was turned off. KW  
KW

**Street Lighting:** Councillor Sutcliffe reported that the No 1 High Street light was out of synch.

**IT WAS RESOLVED THAT** the Clerk would report the matter to Tandridge. KW

**CCTV:** The Chairman reported that the metal mickey was currently undergoing repair. The DVD player damaged in recent lightning strikes needed replacing and a suitable replacement was currently being sourced. Once sourced, a claim would be sent to the insurers. The Insurers had requested that any future equipment is protected from lightning and suggested suitable contacts to receive quotes from.

**IT WAS RESOLVED THAT** the Chairman would report back once a replacement was identified. RG

*Mr and Mrs Windsor left the meeting.*

**Allotment Tenancy Agreement:** The Chairman reported that he had had a discussion with Chris Nicholls who was of the opinion that the land is owned by the Bletchingley Parish Council and as such it is not a car park and the Council is entitled to reinstate the fencing to the original line. The allotments are however protected by the old Allotment Regulation laws. The Chairman stressed the need for the Parish Council to maintain its assets.

**IT WAS RESOLVED THAT** As a result of this, future renewals of allotments will be accompanied by a Tenancy Agreement which needs to be signed.

**Web Site:** The Clerk confirmed that St Catherine's and Creative Works were now both advertised on the website and that all advert website links were active. The Clerk also confirmed that Fairalls had expressed a wish to advertise on the site.

## 90/06 ACTION POINTS

**20. Steps Railing leading up to Stychens Playing Field:** Councillor Trotman enquired as whether the repair of the above railing was any closer to being resolved. Councillor Sutcliffe confirmed that he had spoken to Mrs Risebridger who would contact her contractor and report back to Councillor Sutcliffe in due course. It is only the top 3 foot of the railing that is currently unstable.

**IT WAS RESOLVED THAT** Councillor Sutcliffe would report back with an update. RS

**4. Drains in Whitehill:** The Chairman reported that a machine had been used to dredge the pitt which was found to be very silted. The silt was cleared but the drain appears to still be blocked. It is thought that this will clear in due course now that the silt has been removed. A conclusion is still awaited.

All other issues are being chased by County Councillor Myland and the Clerk.

## 91/06 FINANCE

**October Payments:** The following payments were sanctioned and cheques and stubs signed.

Cheque 000275 was dated 22 September 2006.

000275	Hedleys Solicitors LLP	14,100.00
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Cheque No.

000276	Village Hall	9.00
000277	Mrs K Wantling	460.66
000278	HM Revenue & Customs	7.42
000279	Viking Direct	51.98
000280	BDO Stoy Hayward LLP	293.75
000281	SLCC	195.00
000282	D A Landscaping & Garden Maintenance	929.25
000283	R P Hook	<u>780.00</u>
		<u>2,727.06</u>

**Conclusion of Audit:** The Clerk reported the receipt of the Conclusion of External Audit for Year Ended 31 March 2006 from BDO Stoy Hayward LLP. The Chairman highlighted the Issues Arising from the Audit received from BDO

**Risk Assessment:** Future Risk Assessments will be duly noted in the Minutes and the relevant minute filed with each Risk Assessment undertaken.

**Fidelity Guarantee:** The Parish Council have considered increasing the level of cover but feel that procedures already in place are sufficient and that the cost of the insurance is disproportionate to the risk involved. It is also believed that the current maximum amount of money is due in part to the outstanding Court Case which once resolved, should enable the Parish Council to revert back to its usual level.

**Insurance:** The Parish Council increases the level of cover on its assets annually. Recently, in particular, the War Memorial was reviewed. Subsequent to e-mails received from other clerks in relation to the level of cover they maintain, it is believed that ours is sufficient. At present, the Parish Council are happy with the level of cover.

**Freedom of Information Act:** Following a discussion it was believed that the Parish Council had already adopted a standard form and that this should ideally be linked to the website.

**IT WAS RESOLVED THAT** the Clerk would confirm that a standard form was adopted.

KW

The Annual Return for the Year Ended 31 March 2006 was approved and accepted by the Council.

## 92/06 CORRESPONDENCE

**Traveller Sites:** Councillor Martin gave a brief overview of recent documentation received in relation to the Partial Review of Draft South East Plan Provision for Gypsy and Traveller Caravan Sites. Surrey's requirements were for 94 extra sites. Discussions were taking place between County and District Councils. Parish Council's needed to be involved in the consultation process. Councillor Martin had completed the Response Form and Questionnaire stating that the Parish Councils needed to be involved in the consultation.

**IT WAS RESOLVED THAT** the Clerk would post the Response Form and retain a copy for the files.

KW

The Clerk noted the letter received from the Surrey County Playing Fields Association asking for "Affiliation" membership. The letter was passed on to Councillor Trotman.

**IT WAS RESOLVED THAT** the Clerk would raise a cheque at the November meeting for £10 being the minimum membership required for a Parish Council.

KW

**Positive Steps Letter** – as this was relating to hall hire, the Clerk passed the letter on to the Village Hall Management Committee.

**Remembrance Day Wreath** – Councillor Martin confirmed that he had ordered the wreath for Remembrance Day.

**IT WAS RESOLVED THAT** the Clerk would raise a cheque for £25.00 at the November meeting, to be passed on to Brian Miles as a donation to the Royal British Legion Poppy Appeal.

KW

**Tandridge District Council – Parish Review** relating to changes to boundaries.

**IT WAS RESOLVED THAT** the Clerk would make a formal request for new boundary plans to be issued to the Parish Council.

KW

## 93/06 DATE OF NEXT MEETING – 13 November 2006.

The Chairman closed the meeting at 9.58pm