

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 JUNE 2010**

P R E S E N T

Councillor R. Gater – Chairman

Councillors: K Bridger, PA Glenn, J Moore, N Munday, SA Ray and R Trotman

In attendance: Clerk - K. Wantling, DC Black, Mr Birt and PC Shrapel.

81/10 APOLOGIES FOR ABSENCE

The Chairman welcomed all to the meeting. Apologies were received and accepted from Councillors Butler and Martin.

82/10 DECLARATIONS OF INTEREST

There were no declarations of interest. Councillors Trotman and Gater did report that in relation to item 12.8 they were Trustees of the Village Hall and would therefore not be able to stand for appointment.

83/10 MINUTES

The minutes of the Annual Parish Meeting held on 24 May 2010 were approved but would be signed at the next Annual Parish Meeting. The minutes of the Full Council Meeting held on 10 May 2010 were approved and signed by the Chairman. The minutes of the Planning Committee Meeting held on 25 May 2010 were approved and signed by the Chairman.

84/10 RESIDENTS' REQUESTS

War Memorial – Requests had been made for this to be kept well maintained and appropriately planted throughout the year, using continuous seasonal planting. Following a discussion,

IT WAS AGREED THAT the Clerk would contact the contractor to arrange for the above planting to be maintained throughout the year.

KW

Allotment Sheds – There still continued to be requests for sheds on the allotments. The Clerk confirmed that she had, with the renewal letters confirmed that allotment holders could use chest like sheds as long as they were contained within their plots. Following a discussion,

IT WAS AGREED THAT the Clerk would notify the allotment holders again that they could utilise chest type sheds with a max height of 4ft and in a green or brown colour. These were to only be situated within their plot and that the Parish Council would accept no liability for the sheds or their contents.

KW

Little Common Lane – Overhanging Trees – the trees from near the junction with the A25 down to the William IV were encroaching and overhanging the highway. Following a discussion,

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

KW

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Lime Trees at St Catherine's Cross – 6 lime trees near the bungalows were in need of the crown lifting to improve the light and security aspect for the adjacent bungalows. The Clerk confirmed that she was obtaining a quote for the works and was trying to ascertain whether ownership responsibility lay with TDC or SCC. Local residents were putting a petition together for the works to be undertaken as previous years requests direct to TDC/SCC had failed. Following a discussion,

IT WAS AGREED THAT the Clerk would obtain the relevant details and present them to the next meeting for a formal decision.

KW

Recent Catapult damage to windows near the bus stop by Rabies Heath Rd – an enquiry was made as to whether there was a CCTV camera that would pick this up. Unfortunately at present the answer was no. There was a discussion about possible future police camera positioning – details of which were still being discussed and funding possibilities reviewed. Following a discussion,

IT WAS AGREED THAT as the Parish Council had previously agreed to contribute towards these costs, that the offer was still available if this would assist with the procurement of the camera

All

85/10 REPORT FROM COUNTY AND DISTRICT COUNCILLORS

DC Black had nothing to report.

86/10 POLICING ISSUES

PC Shrapel read from his report, which covered reported crimes from 12/04/10 to the 14/06/10 during which time there were 29 reported crimes over the 62 day period. This was the same as the same period for last year. 9 of the offences reported appear to relate to catapult incidents. The majority of the incidents relate to damage to property and the theft of 2 motor vehicles. 3 arrests were made in connection with possession of drugs, theft and assault.

In relation to the reported theft of a vehicle from the High Street, CCTV footage for the times given had been reviewed and no evidence found of the vehicle being present at this time. Further investigation into timings is to be made to ensure the correct timeframe is used.

The 12th July is the next scheduled Police Panel meeting, which was postponed from today. PC Shrapel hoped that the new replacement officer would be available to attend with him.

PC Shrapel left the meeting.

87/10 BLETCHINGLEY IN BLOOM

In Mrs Cock's absence the Clerk updated on the progress of Bletchingley in Bloom. The 2 new gateways had now been planted with lavender and various projects had been completed at the weekend with the help of the Surrey Probation Team. The Pound hedge had been cut. Councillor Bridger commented that Castle Square was looking very neat and tidy and wondered whether the judges would be able to include that on their inspection route. Judging day was scheduled for the 9th July in the village hall and all councillors were asked if they could attend. The Clerk would check the timings but said that the judging was scheduled for 2pm.

KW

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88/10 HEVERS POND

A letter from the owners had been received stating that they would contact RH&RW Cluttons to ask them to try to resolve the matter quickly. To date no response had been received from RH&RW Cluttons. Following a discussion,

IT WAS AGREED THAT the Clerk would make another approach to RH&RW Clutton requesting that this matter be resolved.

KW

89/10 PARISH PLAN

The title of “Go Ahead Bletchingley” had finally been agreed for the Parish Plan. There would be a stall at the Village Fair on the 27th June trying to make residents aware of this process and to start getting their views. Councillor Munday requested that any information be given to him so that he could announce it over the PA system. Those councillors able to assist on the day were thanked in advance for their volunteering.

90/10 MATTERS AND ACTION POINTS ARISING FROM MINUTES

The Clerk’s report was noted and there were no changes to the outstanding Action Points.

The handrail had been installed at Tilgate Common and had been well received and the repairs to the fencing by the High Footpath would be done shortly.

Councillor Black left the meeting.

91/10 CURRENT PLANNING ISSUES

11.1. **SCC/2010/0097/AM** – Land at St Catherine’s Bletchingley Village School, Coneybury, Bletchingley, Surrey, RH1 4PP – Extension to existing playground by approximately 66m², erection of a timber retaining wall, timber fencing and brick steps (retrospective application). (AM)

RESOLVED: No comment.

KW

11.2. **TA/2010/553** - The Dower House, Castle Square, Bletchingley, RH1 4LD - Erection of detached outbuilding for use as gymnasium/hobby room. (Certificate of Lawfulness for a Proposed Development). (RME)

RESOLVED: No comment.

KW

11.3. **TA/2010/641** - Little Granta, Godstone Road, Bletchingley, RH1 4PL - Erection of single storey rear extension to garage and house. Conversion of garage to habitable room. (MB)

RESOLVED: No comment.

KW

11.4. **TA/2010/633/TCA** – Castle Lodge, Castle Square, Bletchingley, Surrey, RH1 4LB – Fell 7 Leyland Cypress – (AD)

RESOLVED: No comment.

KW

11.5 Any other current planning matters – discussion only. – None.

92/10 REPORTS FROM AREAS OF RESPONSIBILITY

The areas of responsibility for 2010/2011 were reviewed and remained unchanged subject to the responsibility for footpaths, which would now be shared between Councillors Trotman and Glenn.

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1. Neighbourhood Watch – PC Shrapel would be retiring on the 28th July. Councillor Bridger enquired as to whether it would be appropriate to provide a gesture of thanks for his work over the last few years. Following a discussion,

IT WAS AGREED THAT in principle the Parish Council were happy with the idea and the Clerk would check on the funding options and report back.

All

2. Footpaths and Bridleways: Nothing to report.

3. Transport: Councillor Trotman reported on the Transport Climate Change Strategy Consultation, which he had reviewed. It would appear that all suggestions being made would enhance the transport options but that the Parish Council could highlight the fact that bus services needed to be more frequent and be available later in the evenings and that the experience should be more pleasant with better realtime information. Following a discussion,

IT WAS RESOLVED THAT Councillor Trotman would review the consultation document and report back to the Clerk with suggested wording along the lines of that suggested above. The Clerk would then submit the response accordingly.

RT

KW

4. Speedwatch: The speedgun was still in for a calibration service. Councillor Munday was trying to ascertain when it would be returned.

5. Cemetery: The hedge behind the bus stop was in situ but it appeared that some of the plants may need replacing in due course. The cemetery is looking well maintained.

6. Minerals/Environment – Councillor Butler had circulated her update on the minerals process in advance of her absence and the Chairman updated on this. It was proposed that the new MP would be brought up to speed with the Sibelco Planning application. The new MP Sam Gyimah would be opening the Village Fete on Sunday 27 June.

In relation to the response to the Waste Management Consultation 2010, Councillor Butler had circulated a response prior to the meeting. Following a discussion,

IT WAS RESOLVED THAT the response was agreed and would be sent.

AB/KW

7. Tree Wardens: The response from the Senior Tree Officer at TDC in relation to the oak tree at the west end of Boterys Cross had been circulated. An approach had been made to Bletchingley in Bloom and to DA Landscaping to undertake the clearance of the ivy from the tree in the first instance. Following a discussion,

IT WAS RESOLVED THAT DA Landscaping undertake the clearance of the ivy as requested and that a review would be considered at a later date.

KW

8. Village Hall/Community Centre: The new security cameras had been installed at the Village Hall. Councillor Moore was thanked for her time as Parish Council rep on the Village Hall Management Committee and her resignation was accepted. Following a discussion,

IT WAS RESOLVED THAT Councillor Bridger would take on the role.

KB

Mr Birt left the meeting.

9. Recreation/Sports Association: The new playground was well used and the Stychens Lane playground was clean and tidy.

10.

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10. Allotments: 8 entries had been received for the allotment cup, 3 from Little Common Lane and 5 from Stychens Lane. A smaller cup would need to be purchased for the second category of “Best Newcomer”. The new site had been very well received and there was a lot of cultivation taking place. Mr Bishop would be undertaking the judging again this year.

The Clerk reported that one tenant in Little Common Lane had requested help with removing some window frames left by a previous tenant. The Clerk suggested that the use of a skip would be helpful in getting some of the unwanted items removed once again. Following a discussion,

IT WAS AGREED THAT the Clerk would obtain estimates for the provision of a skip to be agreed at the next meeting with a view for it being made available in September/October. KW

11. Street Lighting: Nothing to report.

12. CCTV: The Chairman reported that the CCTV systems were operating normally. The Parish Council would volunteer financial support for the provision of a police camera at the Coneybury Stores if this would assist with the provision of one.

The appointment of Vistec Systems Ltd for a further 12 months. The Clerk had received the contract and the prices had stayed the same as with the previous year. Following a discussion,

IT WAS RESOLVED THAT in light of the fact that the costs remained the same and the quality of service continued to be excellent, the contract would be renewed for another 12 months. KW

13. Website: There was now co-ordination between the Village Magazine and the Parish Website. Transfer to the new hosting platform was expected to take place by the end of the month after which the annual hosting fee, which had been delayed due to the transfer would be made.

93/10 FINANCE

13.1 The following payments were sanctioned, cheques and stubs signed. All

000709	Bletchingley Village Hall	12.00
000710	Mrs K Wantling	832.11
000711	HM Revenue & Customs	149.72
000712	Village Hall (Bletchingley) Trust	400.00
000713	L G Wantling	329.00
000714	Vistec Systems Limited	55.81
000715	Stocksigns Ltd	182.54
000716	Viking Direct	166.56
000717	Sussex Association of Local Councils	47.00
000718	Printmates	95.00
000719	Victim Support	100.00
000720	Clarke and Spears International Ltd	352.03
000721	DA Landscaping	<u>620.00</u>
		<u>£3,341.77</u>

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94/10 TO REVIEW AND AGREE RISK ASSESSMENT FOR 10/11

The Clerk had previously circulated the Risk Assessment for review and comments and changes had been made. The version submitted to the meeting was agreed and signed subject to changing the probability level of the damage to car park/fly tipping at the allotments from a Low to Medium. Following a discussion, **IT WAS RESOLVED THAT** the Risk Assessment be adopted subject to the minor change noted.

KW

95/10 CORRESPONDENCE RECEIVED

The Correspondence list circulated was noted. The clerk reported on the receipt of a request from East Surrey Museum for a grant. Following a discussion, **IT WAS AGREED THAT** Councillor Bridger would look into this further and report back at the July meeting. It was also noted that the Historical Society should be made aware of this request. The Clerk would forward a copy of the letter to all councillors.

KB

KW
KW

96/10 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

Details of August meetings and payments would be agreed.

97/10 DATE OF NEXT MEETINGS

Planning Committee Mtg – 28 June 2010

Full Council Meeting – 12 July 2010

The Chairman closed the meeting at 09.35 pm