

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 8 JUNE 2009**

P R E S E N T

Councillor R. Gater – Chairman

Councillors: K Bridger, A Butler, D Martin, J Moore, N Munday, S-A Ray and R Trotman

In attendance: Clerk - K. Wantling, D Turner (Neighbourhood Watch), D Birt, P Cock (Bletchingley in Bloom), PC Shrapel, PCSO Wells, PCSO Cheeseman, DC Myland, G Pearson, M Hight, Mrs B Mutton and Mrs J Jappy.

83/09 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor PA Glenn. Apologies were also received from CC Elias and DC Black. All were welcomed to the meeting.

84/09 DECLARATIONS OF INTEREST

No changes to the existing Declarations of Interest were made.

85/09 MINUTES

The minutes of the Annual Parish Meeting held on 20th May 2009 were approved and signed by the Chairman. The minutes of the Annual Parish Council meeting held on 18th May 2009 were approved and signed by the Chairman.

86/09 RESIDENTS' REQUESTS

Bus Shelter – It was requested that the broken pane of glass in the bus shelter outside the Whyte Harte be repaired prior to Bletchingley in Bloom Judging on the 8th July. Following a discussion,

IT WAS AGREED that the Clerk would arrange for its repair.

KW

BT Kiosk – Brewer Street – The area around the kiosk needs to be tidied up and a pane of glass was reported as being broken. Following a discussion,

IT WAS AGREED that the Councillor Bridger would check on the broken glass and report back to the Clerk if it was a newly broken pane or the previous one which had been repaired.

KB
KW

Barfields Parking - A resident complained about the recurring inconsiderate parking on the corner of Barfields and Crescent Road which meant pedestrians had to walk in the road as there was no room on the pavement due to the parked vehicles. PCSO Wells would be looking into this matter.

PCSO

Junction of Church Lane and A25 – It was reported that the parking on this corner was damaging the pavement and creating problems for vehicles coming in and out of the junction. The yellow lines had helped but had not gone down far enough. SCC had written to the property owner stating that 2 bollards would be erected and the pavement repaired. DC Myland reported that SCC were considering whether a one way system for Church Lane was feasible. It was also reported that new laws meant that only traffic wardens could enforce illegal parking on yellow lines.

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87/09 REPORT FROM COUNTY AND DISTRICT COUNCILLORS

DC Myland reported that CC Elias was now in his new post as County Councillor and M Myland was now a District Councillor.

88/09 POLICING ISSUES

PC Shrapel confirmed that PCSO Lorraine Wells had now been in post since 21st May, supported by PSCO Conrad Cheeseman from Godstone until the end of the month. This support however would continue after this due to the overlap of boundaries. Surgery dates would resume in July. PC Shrapel gave a report on the reported crimes for Bletchingley since 18 May 2009, these ranged from stolen golf clubs; drink drive arrest; stolen garden statues; stolen handbag; 2 youths being arrested for possession of air rifles in field; damage to vehicles; to an arrest in relation to theft of lead from a commercial property.

PC Shrapel then reported on the Surrey Police online petition to fight the capping decision. which would result in a reduced divisional post and would impact on Bletchingley. He urged all residents to go to the online site and review the documents and sign the petition. Following a discussion,

IT WAS AGREED THAT the Clerk would write a letter on behalf of the Parish Council stating its support for the Surrey Police Authority. This would be sent to the Surrey Police Authority Chairman Peter Williams and copied to Surrey's Chief Constable Mark Rowley.

KW

P Cock noted that the previously reported damaged planters outside Lawrences had not appeared on the report. PC Shrapel would be carrying out an investigation regarding a possible suspect.

The Chairman thanked the police for their support and reiterated the need for a police presence around the village.

PC Shrapel, PCSO Wells and Cheeseman and Mrs Mutton and Mrs Jappy left the meeting.

89/09 MATTERS AND ACTION POINTS ARISING FROM MINUTES

The Clerk's report was noted.

Village Gateways – Further quotes still being obtained.

Highway Issues – Missing A25 bollards in the High Street – these are reportedly due to be attended to by SCC Highways.

CCTV – the equipment had been collected from RP Hook and payment of the final invoice made on 29 May 2009.

Annual Parish Meeting – Comments received on the Annual Report and the new format for the meeting had been very positive. 5 names had already been put forward for the Parish Plan Steering Group. It was suggested that a letter be sent to all the organisations listed in the Village Magazine asking whether they wished to be represented – this would ensure a broad spectrum of organisations were covered.

KW

Old Allotment Field – This was not on the agenda as not all the information had been received. Further costs were being sought in relation to the expenses involved in the preparation of the allotments. Legal opinion was being obtained in relation to planning issues surrounding this. Correspondence received objecting to the proposal

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was also being taken into account and would be responded to in more detail once all the information was available.

Litter Picking – The Ahmadiyya Muslim Association UK had confirmed their wish to assist with the litter picking scheduled for the 4th July. It was hoped that the Church House would be available for refreshments. Further publication of the Litter Picking would be made in the Village Magazine and on the board, requesting volunteers from the village.

KW

BT Kiosk – The final documentation had been sent off. The damaged pane of glass previously reported had been repaired. An official notification would be given of the hand over date. The insurance figure had been obtained and this would be £69.30 pro rata. Details of the excess on this needed to be looked into. Once transfer was complete, it was noted that the door would need to be made secure.

KW

90/09 BLETCHINGLEY IN BLOOM

Judging Day is on the 8th July 2009 and the exhibition will be held in the Lambert Room of the Adult Education Centre from 2pm. Mrs Cock reported on the vandalised planters outside Lawrences and the vandalised Vigar seat by the Red Lion. Following a discussion,

IT WAS AGREED THAT the Clerk would arrange for the vandalised bench to be repaired before the 8th July.

KW

The grass cutting was raised and concern was expressed that the issues would not be sorted by TDC/SCC in time for judging. The last cut had resulted in long grass being left lying around which had then been used to cover a vehicle in one area. The lime trees in front of the green in St Catherine's Cross needed trimming to allow light into the properties.

Judging would take place between 2pm and 4pm on the 8th July with tea and cake supplied at 4pm in the Lambert Room at the Adult Education Centre. Several members of the Parish Council confirmed they would be available to attend on the day. Mrs Cock also stated that Mr Cock and herself would be stepping down from Bletchingley in Bloom. Discussions were to take place as to the future of Bletchingley in Bloom. Team members had said they were happy to carry on maintaining the village even if not entering the competition as long as they had the support of the Parish Council.

The Chairman thanked Mrs Cock and her team for all their work. Following a discussion about the grass cutting,

IT WAS AGREED THAT the Parish Council would undertake to arrange for its contractor to do the grass cutting a week before judging in the event that TDC/SCC had still not resumed normal grass cutting schedules. The areas to be cut were between the Red Lion down to Rabies Heath Road. An approach could be made to the Golf Club for help with the cutting if necessary. The grassy bank outside Streaks Ahead should be left as a wildflower bank.

KW

Hevers Pond – The Clerk reported on the insurance aspect of the Hevers Pond Licence, stating that it would be more appropriate for the insurance cover to be held by the organisation undertaking the work on the pond as long as Bletchingley Parish Council were noted as being interested parties. Mrs Cock would need to check the status of the insurance with In Bloom and RHS cover. It was suggested that

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Bletchingley in Bloom or Friends of Hevers Pond act as agents for the Parish Council. The Parish Council would thereby retain control. Various clauses were discussed. Following a discussion,

IT WAS AGREED THAT a decision should not be made at this point. Councillors Trotman and Glenn should meet with Mrs Cock to review the Licence in detail and return to the Parish Council with comments. The Clerk would notify the agents of this response.

RT
PG
KW

91/09 CURRENT PLANNING ISSUES

9.1 **TA/2009/495/TCA** – Maldons, Pendell Road, Bletchingley, RH1 4QH – Fell 1 Robinia Pseudoacacia.

RESOLVED: No comment.

KW

9.2 **TA/2009/508 and 511** - Little Tilgates, Little Common Lane, Bletchingley, RH1 4QF – Demolition of dormer window & erection of first floor front/side extension (and Listed Building Consent).

RESOLVED: No comment.

KW

9.3 Councillors Trotman and Butler and the Clerk would be attending the Planning training session at TDC office on Wednesday 10th June 2009.

RT/AB
/KW

92/09 REPORTS FROM AREAS OF RESPONSIBILITY

1. Neighbourhood Watch – Surrey Police Authority were taking legal advice in relation to the government capping. D Turner reported that there were two new neighbourhood watch co-ordinators and a possible replacement for N Price.

2. Footpaths and Bridleways: Nothing to report.

3. Transport: Councillor Munday commented on the large lorries speeding in Outwood Lane. PC Shrapel had confirmed they would look into this. It was noted that SCC were proposing to lower the speed limit in Outwood Lane to 40.

4. Speedwatch: Nothing to report.

5. Cemetery: Nothing to report.

6. Minerals/Environment/Tree Wardens – North Park Farm – Councillor Butler read from her report. A revised scoping request for Pendell had been submitted and SCC had issued their scoping opinion. Both documents should be on the TDC website under planning number 2009/84/EIA. SCC had requested information on 3 areas, namely the Pendell extension, the current quarry area and the processing plant. Environmental factors have only been referred to in outline at this stage and would be detailed in an Environmental Impact Assessment accompanying the final planning application. The scoping opinion gives a very detailed account of what SCC planning department require with particular emphasis on dust monitoring. Further dust episodes have been photographed. The Liaison Committee meeting takes place on 16 June and the Terms of Reference will hopefully be signed by all parties. The next Dust Sub Committee takes place on 22nd June.

Surrey Minerals Plan: The SEERA allocation of sand and buildings aggregates for the SE had been received by SCC and discussed by the SCC Executive Committee. The Regional requirement has been supported, but the proposed allocation to Surrey raised an objection, because it appears too high to be sustained, and local supplies

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need to be conserved.

P Cock and D Turner left the meeting.

Tree Wardens – To consider the costs for undertaking a Tree Survey of Tilgate Common (Open Spaces Act 1906, s10). A quotation had been circulated for the work to be undertaken by a company at a cost of £500. The Clerk reported on a conversation between herself and Graham Banks at SCC following receipt of an e-mail about Surrey Parish Lengthsman Scheme. It would appear that for Tilgate Common it would be more appropriate for the Tree Wardens to undertake a review of the common, noting any issues that need to be dealt with. Should there be any concerns raised that they are unsure of, then contact could be made with Graham Banks for an informed opinion. If necessary, Graham Banks would then instruct a member of his team to undertake a site visit. This process needed to be noted in the Risk Assessment. Following a discussion,

IT WAS RESOLVED THAT Councillor Trotman and John Gent would undertake a review of Tilgate Common and report back at the next meeting. This process should then not incur any costs, unless remedial work was necessary.

RT

D Birt and G Pearson left the meeting.

7. Village Hall/Community Centre: Councillor Trotman reported that the Village Hall (Bletchingley) Trust was losing 2 tenants. These vacancies would be advertised shortly.

RT

8. Recreation/Sports Association: Councillor Trotman reported that the 6-side football games had commenced. 2 sides of the cricket pitch had been fenced to protect it from these games. The new TDC cameras in Grange Meadow had been installed.

M Hight left the meeting.

9. Allotments: There were 7 entrants for the Allotment Cup and the first round of judging would take place next week. Councillor Moore would review the condition of Plot 16 and report back to the Clerk.

JM
KW

To increase the key deposit from £1 to £5 per key. Following a discussion,

IT WAS RESOLVED THAT the increase would be made with immediate effect for all future key requests.

10. Street Lighting: Nothing to report.

11. CCTV: The Chairman reported that he had met with the new contractor, Vistec Systems Limited who had undertaken a review and risk assessment of the camera systems. The police camera system at the Coneybury Stores was working as far as the Chairman was aware. The Parish Council had no input on this system. Following a discussion,

IT WAS AGREED THAT the Clerk would write to Lawrences to inform them of the change of CCTV contractor. When the checks were done later this month, consideration would be given to whether Metal Mickey should be relocated at the same time to one of the alternative sites.

KW

12. Website: Councillor Ray reported that she was due to have a handover meeting with the Clerk this coming Friday. Following a discussion,

IT WAS AGREED THAT Councillor Ray would be able to add to the website on

SAR

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the same terms as the Clerk currently does.

93/09 FINANCE

11.1 The following June payments were sanctioned and cheques and stubs signed.

000583	Bletchingley Village Hall	9.00
000584	Mrs K Wantling	700.20
000585	HM Revenue & Customs	74.70
000586	Village Hall (Bletchingley) Trust	400.00
000587	TVSC (Tandridge Voluntary Service Council)	10.00
000588	D A Landscaping	<u>544.00</u>
		<u>£1,737.90</u>

All

11.2 To approve the insurance cover required for the adoption of the BT Kiosk in Brewer Street from the notified date of handover. (LGA 1972 s111). The Clerk had contacted Unicorn Kiosks located in Merstham for a valuation quote for the kiosk which had come out at £5000. The insurance premium for including this on the schedule will be £69.30 on a pro rata basis. Unicorn Kiosks can undertake any repairs when necessary. Following a discussion,

IT WAS RESOLVED THAT the BT kiosk would be added to the insurance schedule once notified of the official handover date from BT. The Insurance company will invoice the Parish Council upon notification of the addition.

KW

94/09 TO REVIEW AND AGREE RISK ASSESSMENT FOR 09/10

The risk assessment had been circulated prior to the meeting. Following a detailed review of the risk assessment document,

IT WAS RESOLVED THAT the changes agreed at the meeting would be made and the resulting document be adopted with immediate effect.

All

95/09 DRAFT EMERGENCY PLAN

IT WAS RESOLVED THAT Councillors Munday, Ray, Trotman and the Clerk would form the Working Party to finalise the draft Emergency Plan, which would then be submitted to full Council. Councillor Glenn would be asked on her return from holiday.

96/09 CORRESPONDENCE RECEIVED

The list of correspondence received and previously circulated was noted.

In addition a letter from Surrey Crime Stoppers had been received requesting the donation, which the Parish Council had agreed for 09/10 back in September 2008. This would be on the payment schedule for July.

97/09 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

The Clerk reported that a new edition of the Local Council Administration was now available for £53.60 as a SLCC Member and requested approval for its purchase. Following a discussion,

IT WAS AGREED THAT the book could be ordered.

KW

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98/09 DATE OF NEXT MEETINGS

Planning Committee Meeting – 29 June 2009

Parish Council Meeting – 13 July 2009

Councillor Martin gave his apologies for the meetings on the 29th June and 13th July

Councillor Butler gave her apologies for the 13th July

Councillor Trotman gave his apology for the 29th June

It was agreed that Councillor Moore would chair the Planning meeting on the 29th June and collect the plans. Councillors Bridger and Munday would also attend the meeting to ensure it was quorate.

The Chairman closed the meeting at 10.10 pm