

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

**BLETCHINGLEY PARISH COUNCIL
MINUTES OF ANNUAL MEETING HELD IN THE
COMMITTEE ROOMS ON MONDAY 10 MAY 2010**

P R E S E N T

Councillor R. Gater – Chairman

Councillors: K Bridger, A Butler, D Martin, J Moore and R Trotman

In attendance: Clerk - K. Wantling, CC Elias, DC Black, Mr Birt and Mrs P Cock.

63/10 ELECTION OF CHAIRMAN FOR 2010/2011

Councillor Butler opened the meeting.

Proposed by Councillor Butler, seconded by Councillor Trotman that Councillor Gater be re-elected as Chairman. All Councillors thanked the Chairman for his work over the past year.

IT WAS RESOLVED UNANIMOUSLY THAT Councillor Gater be re-elected Chairman for the coming year. Councillor Gater accepted the post for a further year.

64/10 ELECTION OF VICE CHAIRMAN FOR 2010/2011

Councillor Martin was asked if he wanted to be Vice Chair again. He stated that he would prefer to see if any of the newer councillor members would be interested following possible attendance at Chairmanship training. The Clerk reminded the Council that next year was election year.

IT WAS RESOLVED THAT the position of Vice Chair would be put to the three absent councillors before a decision was made.

65/10 APOLOGIES FOR ABSENCE

The Chairman welcomed all to the meeting. Apologies were received and accepted from Councillors Glenn and Ray and PC Shrapel and PCSO Wells. CC Elias was congratulated on his recent election at the Local Elections.

66/10 DECLARATIONS OF INTEREST

There were no declarations of interest.

67/10 MINUTES

The minutes of the Planning Committee Meeting held on 27 April 2010 were approved and signed by the Chairman. The minutes of the Full Council Meeting held on 12 April 2010 were approved and signed by the Chairman.

68/10 RESIDENTS' REQUESTS

Roadworks – Little Common Lane – The Chairman commented on the state of the finished works recently undertaken at the junction of Big Common Lane and Little Common Lane and also the retarmacing in Sandy Lane, Brewer Street. These were works carried out by East Surrey Water. Following a discussion,

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IT WAS AGREED THAT the Clerk would write a letter to East Surrey Water requesting that the appropriate repairs are undertaken at these locations.

KW

Councillor Martin requested an up to date copy of the parish boundary map. The Clerk would forward a copy.

KW

Councillor Butler requested an up to date copy of the Council contact list. The Clerk would forward a copy to all councillors.

KW

69/10 REDUCTION IN SPEED ON A25

The Parish Council had received a petition from local residents requesting that the speed limit be reduced from 50 down to 30 from the start of the village by the newly installed Gateways at the Godstone end of the village. The petition had been signed by 84 residents likely to be affected. It was noted that a previous request had been made some years ago and refused. CC Elias confirmed that the list for speed reductions across Surrey was growing longer. The speed limit change for Little Common Lane was now being advertised. Any request for a change would need to go through the statutory process. CC Elias confirmed he would support the change. Following a discussion,

IT WAS RESOLVED THAT the Clerk would write a letter to Highways in support of the petition. The letter would highlight the fact that whilst there were only houses on the one side, the other side contained a bus stop, well used by residents, including school children. The Clerk would also forward a copy of the petition to CC Elias for his information.

KW

KW

70/10 REPORT FROM COUNTY AND DISTRICT COUNCILLORS

CC Elias reported that the Highways contractor would have to retender in 2011. The feasibility study for the crossing at Grange Meadow had been completed and the costs for implementation would be in the region of £50k. SCC did not have the finance for this and thought would need to be given to possible joint funding for the project. Resurfacing of Warwick Wold was scheduled to take place shortly.

The item below was brought forward to enable CC Elias to update.

14.3 Transport – Church Lane – to review possible information signs and associated costs and the next steps.

In relation to the recently discussed HGV signs for Church Lane, the Clerk confirmed that the costing for 3 signs would be around £500. She would check if this figure included installation. Another approach would be to ask C French to request the businesses in Brewer Street to reduce the vehicle size of delivery/service vehicles used. Following a discussion,

IT WAS RESOLVED THAT an approach should be made to the owner of the property on the corner of Sandy Lane/Little Common Lane for permission to erect a sign on the boundary. A further sign could be placed at the Howard Cundey Corner and the third on the corner near the new barn. The Parish Council agreed the costs and installation subject to the above approvals.

KW

71/10 POLICING ISSUES

No police report in PC Shrapel's absence. This would be given at the Annual

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Parish Meeting on the 24th May 2010. The Chairman confirmed that in relation to the parking issue in Church Walk, the police had tried all avenues. It was noted that the vehicle concerned was no longer parked in Church Walk.

72/10 BLETCHINGLEY IN BLOOM

Mrs Cock reported on the theft of 2 plants from the Rabies Heath Road bed over the weekend. Fortunately, with the help of police and an evidence trail, one of the plants was tracked down and retrieved. In light of this, there is to be no further planting in this bed for the immediate future. Sibelco have put forward a proposal for works on the bank behind the playground and this is currently with TDC for approval. The Skills Centre continues to receive support from Bletchingley in Bloom, but more is needed. One of the Skills Centre residents has taken on the responsibility of cleaning the cobbles outside the Post Office Shop. Contact with the Community Probation Service group is being made but delays due to holiday have meant that there is no further progress to report on this work. The Bletchingley in Bloom annual plant sale will be on the 22nd May 2010 at the Whyte Harte. As a result of the competition standard becoming too high level, the group are considering not entering in Bletchingley in Bloom next year, but possibly seeking another form of competition and asked if the Parish Council would continue to support the group. The Council confirmed it would continue to support the group in its efforts to make the village a better place to live in.

Councillor Trotman enquired about the future use of the now redundant area of the old playground at Coneybury. The Clerk confirmed that one proposal being considered was the use of this area as a teenage “hang out” with a youth shelter and outdoor gym equipment in the form of a trim trail. This could then be used by the older generation as well to keep fit and then likely to be used by the younger generation in the evenings as a place to congregate and socialise. Initial discussions with the local youth suggested that this would be a viable project. Following a discussion, it was agreed that all were in favour in principle with the idea. DC Black would check the land ownership situation with TDC and report back and the Clerk would check with Surrey Police in relation to the suggested police camera ear marked for this location. The Clerk did state that this was a future project which was unlikely to be started until after the Youth Club was up and running as it would need youth input.

GB
KW

CC Elias and DC Black left the meeting.

73/10 HEVERS POND

The Clerk confirmed that there was nothing to report. A response had been received from RH&RW Cluttons stating that the lawyers had been contacted and that a response would be received by the end of the week (week just passed). No response had been received in time for the meeting. The Clerk reported that she would be writing a letter to the owners requesting their assistance with getting the agents to make contact to try to finalise the agreement so that work could be started at Hevers Pond.

KW

74/10 ADOPTION OF POWER OF WELLBEING

The Power of Wellbeing is the informal name given to a statutory power enabling a local authority to do anything which it considers likely to achieve the promotion or

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improvement of the economic, social or environmental well-being of their area. The Local Government Act 2000 s2 was amended by the Local Government and Public Involvement in Health Act 2007 s77 to give the power of well-being to eligible local councils. In order to adopt the Power of Wellbeing, Bletchingley Parish Council has had to meet certain criteria to become eligible.

KW

The Parish Council was required to adopt a Community Engagement Statement. Following a discussion,

IT WAS RESOLVED THAT the following statement would be adopted.

The Parish Council is committed to promote community spirit and pride in Bletchingley by:

- Listening, consulting and acting on residents requests;
- Helping to make Bletchingley a flourishing, pleasant and safe place to live and work; and
- Enhancing and protecting the village's historic buildings and areas of outstanding beauty.

The Clerk confirmed that the Parish Council had now met all the conditions required under the relevant legislation. It will have regard to the sustainable community strategy drawn up by TDC when exercising the power and will seek to engage the community when exercising the Power of Wellbeing through continued public attendance at meetings, publication of minutes and other parish related documents, on the website and through quarterly newsletters in the local Parish Magazine.

IT WAS RESOLVED to adopt the Power of Wellbeing.

P Cock left the meeting.

74/10 MATTERS AND ACTION POINTS ARISING FROM MINUTES

The Clerk's report was noted.

In relation to the outstanding Action Points, it was agreed that Item 1 could now be removed.

KW

12.1 To consider the costs obtained to repair the fencing by High Footpath near Coneybury Stores and the provision of a handrail to one of the footpaths entering Tilgate Common (LGA 1972 s111). The costs obtained were £180 and £280 respectively plus VAT. Following a discussion,

IT WAS RESOLVED that the Clerk could instruct the contractor to undertake the work as detailed above.

KW

75/10 CURRENT PLANNING ISSUES

13.1 TA/2010/388 – Beech Lodge, Outwood Lane, Bletchingley RH1 4LR – Erection of part two storey/part first floor extension to the south west elevation. (AS)

RESOLVED: No comment.

KW

13.2 TA/2010/481/TCA – The Hawthorns School, Pendell Court, Bletchingley, RH1 4QJ – Fell 2 horse Chestnut, 1 Sycamore and 1 Silver Birch. Pollard 1 Alder to 7-8m. (AD)

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RESOLVED: No comment.

KW

13.3 TA/2010/459 – Spring Meadow Stud, Springbottom Lane, Bletchingley, RH1 4QZ – Variation of condition 1 of permission TA/87/1082/A1 to allow the occupation of the dwelling to be separated from the stud farm business. (SF)

KW

RESOLVED: The Parish Council find it difficult to comment on the stud farm and equestrian business. The building was originally built in conjunction with the stud farm because of the need for onsite supervision, therefore the building is conditional upon the stables remaining. The Parish Council are of the opinion that should the stables be removed, then the house should also be removed and the land restored.

13.4 TA/2010/460 - Spring Meadow Stud, Springbottom Lane, Bletchingley, RH1 4QZ – Removal of condition 3 of permission TA/85/995 to allow the stables and buildings to be used for livery, riding school or training purposes.

KW

RESOLVED: The Parish Council find it difficult to comment on the stud farm and equestrian business. The building was originally built in conjunction with the stud farm because of the need for onsite supervision, therefore the building is conditional upon the stables remaining. The Parish Council are of the opinion that should the stables be removed, then the house should also be removed and the land restored.

13.5 Any other current planning matters – discussion only. – Planning application TA/2010/190 – The Hawthorns, Pendell Road, Bletchingley – Erection of single storey extension to east elevation of sports hall – GRANTED by TDC.

76/10 REPORTS FROM AREAS OF RESPONSIBILITY

1. Neighbourhood Watch – The Neighbourhood Watch AGM had been attended by 25-30 people, down on last year's numbers. Substantial refreshments were available. PSCO Wells spoke very well on her regular duties, as well as the progress of the new Youth Club. PC Shrapel gave a very informative talk on current crime statistics as compared with those of several years ago. Sgt Mike Simmonds talked about policing generally in Tandridge. Neighbourhood Watch now has 3 area co-ordinators and hopes to have all street vacancies filled shortly.

Mr Birt left the meeting.

2. Footpaths and Bridleways: Nothing to report.

3. Transport: The matter of the signs in Church Lane had been discussed earlier in the meeting.

4. Speedwatch: Nothing to report in Councillor Munday's absence.

5. Cemetery: The Clerk confirmed that the Parish Council had received the contractors figures for the 2010/2011 cemetery maintenance plan and miscellaneous work. They remained the same as the previous year. Following a discussion,

IT WAS RESOLVED THAT DA Landscaping continue to undertake the works at the agreed price.

6. Minerals/Environment – Councillor Butler reported that the Full Liaison Committee meeting was scheduled to take place on the 12th May and that the Dust Sub Committee Meeting would be taking place the week after.

7. Tree Wardens: There was some concern about the condition of the large oak at

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the west end of Boterys Cross. Following a discussion,

IT WAS AGREED THAT the Clerk would contact the Tree Officer at TDC requesting that he inspect the tree. KW

8. Village Hall/Community Centre: Councillor Trotman stated that the Office above the Community Centre was now occupied.

9. Recreation/Sports Association: Nothing to report. The Clerk confirmed that Stychens Lane playground was insured and inspected by TDC. It was confirmed that this playground was actively used.

10. Allotments: Letters for the Allotment Cup had gone out. Councillor Martin had made enquiries with C French as to the historic location of the land drain from footpath 506. C French had confirmed he would try to locate historic drawings showing the exact location so that the viability of the drains could be adequately tested. The clerk confirmed the plots had all been marked out. 1 remained vacant and 1 resident remained on the waiting list, having preferred to wait for a Little Common Lane plot. There had been a query about the condition that the new plots had been left in. The clerk confirmed that in light of the reduced costs required for the installation of the water supply, there were still sufficient funds available to arrange for additional rotavation to take place on the field, at an estimated maximum cost of £150.00. Following a discussion,

IT WAS AGREED THAT the Clerk would instruct the contractor to undertake further work. KW

Whitepost Grazing Field – To confirm the legal expenditure required to correctly register the whole of the land (LGA 1972 s111). Following a discussion,

IT WAS RESOLVED THAT the Clerk would contact Hedleys to confirm that this work should be undertaken for the estimated cost of £350 plus disbursements and VAT. KW

11. Street Lighting: No 11 Rabies Heath Road is on all day.

IT WAS AGREED THAT the Clerk would report this fault to the relevant department. KW

Mr Birt left the meeting.

12. CCTV: The Chairman reported that the CCTV systems were operating normally and Metal Mickey had been moved to the Whyte Harte. The recent request to download evidence following the theft of lead from the Village Hall had not resulted in any evidence.

13. Website: Nothing new. The new test website had been briefly viewed but more work was needed. A request was made for more information flow and consistency with advertising of events on the website and Parish Magazine. Following a discussion

IT WAS AGREED THAT the Clerk would contact the editor of the magazine to see if event information could be passed on for use on the website as well. KW

77/10 FINANCE

15.1 To review and approve renewal of the insurance policy for 10/11. Councillor Bridger and the Clerk had reviewed the insurance renewal

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documentation. The asset valuation figures were amended where necessary and the insurance of the playground equipment in Stychens Lane was removed due to duplication with TDC. Following a discussion,

All

IT WAS RESOLVED THAT the policy would be renewed and payment made.

15.2 Councillors Butler and Glenn attending Surrey's Rural Conference on 12/05/10 at a cost of £20 per delegate (LGA 1972 s111). Following a discussion,

KW

IT WAS RESOLVED THAT the cost be authorised.

All

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

000695	Bletchingley Village Hall	12.00
000696	Mrs K Wantling	718.62
000697	HM Revenue & Customs	118.48
000698	Mrs K Wantling	200.00
000699	Sussex Associations of Local Councils	25.00
000700	GACC	10.00
000701	R Gater	125.00
000702	Aon Limited	1869.31
000703	L G Wantling	3955.05
000704	Vistec Systems Limited	294.34
000705	DA Landscaping	867.00
000706	Peter Frost	209.00
000707	Surrey County Council	40.00
000708	V Gosling	<u>2060.00</u>
		<u>£10,503.80</u>

15.4 Approval and signature of Financial Accounts and Annual Return for year ended 31/03/10 and to approve the effectiveness of the financial controls and procedures and note the Internal Auditor's comments and continued appointment of Peter Frost as Internal Auditor for this financial year. Following a discussion,

IT WAS RESOLVED THAT (i) the Financial Accounts and Annual Return for the year ended 31/03/10, be approved by the Parish Council and signed by the Chairman and the Clerk, and the Annual Governance Statement be completed; (ii) the effectiveness of the financial controls and procedures were noted and agreed; (iii) The Internal Auditor confirmed he had no comments or concerns.

All

15.5 To approve expenditure for pig roast for Village Fair to be held on 27th June at a cost of £645.00 plus VAT for a large pig (LGA 1972, s145). Following a discussion,

KW

IT WAS RESOLVED THAT this expenditure be approved and the Clerk make the necessary arrangements.

15.4 To approve the costs involved for the printing of the Annual Report prior to the Annual Parish Meeting (LGA 1972 s142). Following a discussion,

KW

IT WAS RESOLVED THAT 100 copies would be printed and 10 kept for future use.

78/10 CORRESPONDENCE RECEIVED

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16.1 Victim Support – request for funding for 2010/11 towards their work – to consider the request for funding and agree an appropriate response. Following a discussion,

IT WAS RESOLVED THAT a contribution of £100 would be made under LGA 1972 S137.

KW

16.2 Letter from Oxted CAB requesting continued financial assistance for this financial year. Following a discussion,

IT WAS RESOLVED THAT the Parish Council would continue to make a yearly donation of £100 and that this would be made in December as with last financial year.

KW

79/10 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

Correspondence from the Nancy McIver Trust – It was agreed that the Parish Council should respond to this stating that they were currently investigating Affordable Housing and would keep the contact on file.

Parish Plan update – this would become a regular item on the agenda.

80/10 DATE OF NEXT MEETINGS

Annual Parish Meeting – 24 May 2010

Planning Committee Mtg – 25 May 2010 (1 day later due to Annual Parish mtg)

Full Council Meeting – 14 June 2010

The Chairman closed the meeting at 10.10 pm