**LIMPSFIELD PARISH COUNCIL**

**MONTHLY MEETING**

*Minutes of meeting held on 9 December 2019 at 7:30pm*

*In attendance:*

*LPC Cllrs: John Thompson, Bob Harvey, Ashley Fosdike, Ann Osborn, Laila Turner, Tom Briggs,*

*SurreyCC Cllr: Cameron McIntosh*

*Tandridge DC Cllr: Philip Davies.*

*Clerk: Sophie Martin*

**MINUTES**

1. **APOLOGIES** for absence.

Philip Bailey, Bernie De Haldevang, Mark Wilson, Claire Blackwell

1. **MINUTES** of the previous meetings to be confirmed and signed.

Please note that Minutes are displayed on the Parish Council website and can be obtained from the Clerk.

Approved

1. **DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST**

Bob Harvey – 2019/1884 Stockenden and 2019/1997 Stockenden, Grants Lane

1. **PUBLIC SESSION*:****a period of up to, but no longer than 15 minutes, to hear questions or statements from members of the public. Individuals are allowed to speak for a maximum of 5 minutes.*

None

1. **DISTRICT and COUNTY COUNCILLOR REPORTS**
   1. Cllr Cameron McIntosh

* Lamp column – re-installed. Bluehouse Lane / high street junction.
* RH – Limpsfield village sign – has been logged for new pole.
* Southern Gas – still at the junction. Allowed to go over their permit. Re-fitting new gas pipe.
* St Andrew’s drain – clear but flooded still – will get SCC to take a look (pre-election if poss).
* Motorway sliproad litter again. Will note for clearance.
* Yellow Lines – Limpsfield can be refreshed.
* Limpsfield school crossing - £400K estimate. Separate meeting should be arranged for this issue in terms of process. What is safest solution and what’s the process of getting a costing? CMcI suggests meeting with Philippa Gates at Highways. Note: Can’t use CIL for feasibility and design. Would have to come up with another funding source. No prior work was done regarding the DPD application. CMcI acknowledges crossing upgrade is needed. PD - Does analysis /feasibility study need to be done before you can apply to CIL? CMcI says it does need to have a feasibility study in order to make a bid. SCC has to do the feasibility study. JT asks if LPC should earmark some money from their budgets to do the study and does SCC have to do the study? CMcI responds Yes. Note: CIL cannot be used for lollipop lady.

***Action: meeting with Philippa Gates at Highways to be arranged – CmcI / TB***

* 1. Cllr Philip Davies

Proposed telephone mast at Broomlands. Went through by default. TDC has agreed to go back to see if a meeting can be agreed to discuss the relocation and any possibility. Alda Song is the TDC representative. PD hopes that a reasonable alternative can be found. To let MW know as he may want to attend. *(PD suggests that TB contacts Claire Blackwell re Snatts as she did a lot of work on that potential crossing)*

***Action: PD to suggest to Alda Song that he and LPC member may wish to attend.***

* 1. Mark Richards NT.

Footpaths – NT has Done a lot of work on the footpaths through from Hazelwood to Rockfield Road. Much more visible and easier to manage. School might contribute to further clearance/surfacing.

Trim Trail – Limpsfield CofE – extension of the playground – Lottery funded. Awaiting lease to be drawn up but SCC won’t put name on the lease at the moment. Could potentially be extended for adults – would need to be covered for insurance by someone. MR – benefit to users of the common.

Signs by Carpenters will be reposted - In hand and reported.

Private Parking sign outside #4 Tally Rd is being addressed. It is not resident’s private property.

Footpath being used by horses – will be given a horse barrier as it’s being churned up badly.

MR is also happy for NT to help re-post finger posts etc on Chart areas if posts are supplied.

1. **CHAIRMAN’S REPORT** *(including correspondence)*

Kerrie Munroe’s letter from Floral Society. Has been acknowledged and passed on to the church. Not our responsibility as we have no jurisdiction over the church’s property/use of the church hall.

***Action: JT should respond to acknowledge.***

1. **FINANCE** **COMMITTEE** (Cllr Tom Briggs)
   1. ***2021 Budget***

TB: Circulated summary. Only focusing on Precept/General account. Assumed increase in precept at RPI.

‘Identified projects’ are footpaths, conservation area, contribution to VAS.

For big ticket items, in addition to CIL (TDC), there may be other funding sources.

* 1. ***Precept discussion*** – precept scenarios presented (attached). LT – need to be conservative. Agreed there could be incremental increase, but need to look in more detail at numbers first. TB doesn’t want to put aside money for speculative items. AO agrees we need to do some more work on the feasible projects. LT we could look at the parking budget and call safety and parking. LT proposes we raise the precept by 2.5% in the next year and see how that sits with everyone (and with parishioners for further increase. With ambition to go to £40K over the terms ***subject to more detailed analysis of projects and potential funding sources***.

Agreed we will have further discussion before the next meeting when we should come to a decision in time to put in the precept confirmation form.

**PD proposes meeting with CIL team is set up with any councillors who wish to attend. PD to propose meeting to Mark Bristow, AO, JT and TB express interest in attending.**

* 1. Payment Items for approval – approved – see annex.
  2. Clerk contract of permanent employment – approved.

1. **NEIGHBOURHOOD PLAN COMMITTEE**(Cllr Ann Osborn)
   1. Overview priority projects & funding sources (Cllr Ann Osborn)

AO – projects have been looked at in more detail with budgets amended accordingly (see below)

* 1. Conservation areas appraisal update (Cllr Mark Wilson)

MW absent. To be updated via email. MW is seeking advice from TDC and SCC in terms of process of appraisal and contract details with Martin Higgins/SCC.

* 1. Limpsfield school crossing (Cllr Mark Wilson) *– discussed as part of Cameron’s updates.*
  2. Footpaths update (Cllr Ashley Fosdike/Ann Osborn)

Update on footpaths refurb project. All going very well with lots of progress made. MR notes that anything up on the Chart, MR/NT can put the posts in if supplied. NT Carpark potholes should be filled in soon.

* 1. Cycleway update (Cllr Ashley Fosdike) - Circulated at LNP committee meeting. Original proposed route (as presented in LNP) has been walked, noting repairs and upgrades required etc. Decision that multi use pathway is not feasible. Suggestion is to repair and upgrade existing pathway from Chart to Village, using volunteers as much as possible and encourage use of existing footpath as much as possible. Suggestion to call this pathway *The Limpsfield Way*.

Then Limpsfield Network incorporating various paths, including circular route, will be mapped, to get people to use the paths that are existing, tying into the sustainable tourism part of the NP. Maps / Guide will be produced accordingly, noting B&Bs, Pubs and places of interest.

MR agrees that upgrading existing pathways will make it all more usable.

MR notes footpath from Chart through Cronklands needs looking at as very muddy. ***Action: To find better contact for Titsey to talk to about improvements.***

* 1. Assets of Community Value applications update (Cllr Mark Wilson)

Carpenters Arms – SM to circulate updated application.

* 1. Village Playground (Cllr Laila Turner/ Cllr Ann Osborn) Agreement to do a question on social media – asking for suggestions on where in the village (area) would be preferred playground site (no suggestions). ***SM to action.***
  2. Bluehouse lane speed measures update (Cllr Laila Turner). Nothing back in terms of residents’ survey. **Is it agreed that we transfer the VAS allocation to Bluehouse Lane to Detillens Lane repair/replacement of broken VAS**. ***AO to consult with SCC/Highways on replacement.***

1. **PLANNING COMMITTEE** (Cllr Mark Wilson)
   1. Current applications (see annex)
   2. Recent determinations (see annex)
2. **CHART PLAYGROUND EXTENSION** update (Cllr Bob Harvey) & Mark Richards

**BH** – agreement from David Wickham that extension is necessary. Solicitor for the NT says no charge for contacting DEFRA, however £750 +VAT for new lease.

LPC will cover the legal costs for new lease. Actionplay quote: Cost of extension with swing £11499 + VAT. DW suggests if Chart Fair can do the swing, LPC might do the excavation - £8500 + VAT. All note that this quote seems very high. LPC should give a maximum that we’d be prepared to offer.

MR agrees cost is too hjgh, and notes that some of the timbers will need to be replaced and repaired soon, so money should be kept back for that.

MR notes missing strap from the equipment – Bob Harvey is looking at replacement.

**Note: RH has checked the playground today and all OK.**

***RH: Proposal to offer £2000, as our contribution including legals, subject to total funds being found. Approved. RH to draft note to Chart committee.***

1. **HIGHWAYS** (Cllr Bob Harvey) Nothing further to report that hasn’t been covered in Cameron McIntosh section (see above)
2. **PARISH PROPERTY** (Cllr Bob Harvey)  Nothing to report. TB suggests we could look at selling Parish Office. To be discussed at future meeting.
3. **COMMUNICATIONS (PR, Social Media) & WEBSITE**
   1. **Newsletter feedback** – all great and very well-received. Heavier stock next time as difficult to get through the more tricky letterboxes! Noted.
4. **ANY OTHER BUSINESS**
   1. Parish noticeboard – approval required(Cllr Mark Wilson) Deferred to next meeting for MW to update. Various councillors note £1800 seems very high.
   2. Oxted Health Centre donation – **Agreed for ECG machine purchase.**
   3. April meeting date – 20th April - AGREED
   4. Parish meetings – alternative location. ***Action: To be discussed at next meeting. SM to circulate some costs and ideas (again).***
5. **NEXT MEETING** *13th January 2020 at 7.30pm, Parish Council Meeting – TDC Offices, Oxted*

**Sophie Martin**

**Clerk to the Parish Council**

A close up of a piece of paper

Description automatically generated

**ANNEX 1**

**09 December 2019 – Accounts for Payment and Receipts**

**Limpsfield Neighbourhood Plan Account 60-16-09 75647745**

|  |  |  |  |
| --- | --- | --- | --- |
| **Cheque Number** | **Amount** | **Payee** | **Description** |
| none |  |  |  |

Balance of account **£1, 207.35**

**Playground Account 60-16-09 75573415**

|  |  |  |  |
| --- | --- | --- | --- |
| **Cheque Number** | **Amount** | **Payee** | **Description** |
| none |  |  |  |

Balance of account: **£17,334.43**

**Community Infrastructure Levy (CIL) Account 60-16-09 75657562**

|  |  |  |  |
| --- | --- | --- | --- |
| **Cheque Number** | **Amount** | **Payee** | **Description** |
|  |  |  |  |
|  |  |  |  |
| **Incoming payments** | **Amount** | **From** | **Description** |
|  | £1,207.33 | TDC | CIL payment |

Balance of account **£10,893.73**

**Limpsfield Parish Council Account 06-16-09 75573407**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Cheque Number** | | **Amount** | | **Payee** | | **Description** | |
| DD | | £20.00 | | EDF | | Electricity | |
| 574 | | £47 | | CDB | | Expenses | |
| 575 | | £162.5 | | CDB | | Final salary | |
| 577 | | £270 | | Post office | | PO Box | |
| 586 | | £825.00 | | Sophie Cross (Martin) | | Interim Clerk wages – October / November | |
| 582 | | £234 | | Thomas Briggs | | Contract payment - mobile | |
| 583 | | £293.75 | | Sophie Cross | | Additional hours – Sept-October | |
| 584 | | £168.00 | | Michael Butcher | | Grass cutting | |
| 585 | | £142.45 | | Ann Osborn | | Reimbursement of Aggregate for Glebe/Brook field footpath (Fairalls) | |
| 580 | | £45 | | Robert Harvey | | Reimbursement plants and wreath | |
| 581 | | £17 | | Thomas Briggs | | Reimbursement clerk’s phone monthly payment (October) | |
| **Incoming payments** | | **Amount** | | **From** | | **Description** |
| BACS | | £550 | | Stanhopes residents | | Tree cutting contribution |

**Balance of account £28,211.52**

**PAYMENTS FOR AUTHORISATION**

**09 December 2019**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SCHEDULE OF PAYMENTS FOR AUTHORISATION AT MEETING** | **PAYEE** |  | **METHOD** | **AMOUNT (INC VAT)** | **APPROVAL / NOTES** |
| Grass Cutting – The Pound, Stanhopes (April to November) | Old Oxted Landscapes | √ | CHQ | £236 | 09/12/2019 |
| Printing of newsletter | En Route Ltd | √ | CHQ | £143 | Approved - line item in budget 09/12/2019 |
| Purchase of ECG Machine on behalf of Oxted Patients Group (Oxted Health Centre) | Technomed Ltd |  | CHQ | £562.45 | Approved 11/11/2019 |
| TVA Meeting room hire Q3 | Tandridge Voluntary Action | √ | CHQ | £145 | 09/12/2019 |
| Stanhopes Tree Pruning | Chartfords Trees Ltd | √ | CHQ | £1365 | Approved July / August 2019 |
| Clerk final interim payment (December) | Sophie Cross | √ | CHQ | £825 | Approved 08/10/19 |
| Repairs and replacements of finger posts and wayfinding – 2 days as quoted | Peter J Cheesewright | √ | CHQ | £600 | Approved line item in NP budget – FROM CIL 09/12/2019 |
| Stockenden farm – reimbursement for diesel for moving horse trough. (RH) |  |  |  | £30 | 09/12/2019 |
| **Total** |  |  |  | **£3876.45** |  |

**ANNEX 2 – PLANNING**

**PLANNING APPLICATIONS CONSIDERED FOR COMMENT**

1. 2019/2005 1 Brassey Close - Proposed single storey rear extension – LPC No comment
2. 2019/1990 The Cottage, Pains Hill Corner, Pains Hill - Two storey flank extension and alterations to existing front porch – LPC to comment (See draft) 2019/1930/TCA 24 Stanhopes - Various tree works - LPC No Comment
3. 2019/1884 Stockenden, Grants Lane - Various external and internal alterations- LPC to Comment (See draft)
4. 2019/1997 Stockenden, Grants Lane - Various external and internal alterations (Listed Building consent)- As above

**RECENT DETERMINATIONS**

1. 2019/1764/TCA 20 Titsey Road- Various tree works **- Approved**
2. 2019/1695 – 14 Detillens Lane - Two storey side/single storey rear extensions including alterations to windows and 3 x dormers to rear. **- Approved**
3. 2019/1595 – 7 Tally Road - Single storey rear extension (Application for a Certificate of Lawful Development for a Proposed Development. **- Refused**
4. 2019/1530 – 53 Bluehouse Lane - Erection of a building comprising of 11 x 2-bed flats with access, associated parking and amenity space involving demolition of existing dwelling. **- Refused**
5. 2019/1521 - Land south of 5 Sylvan Close - Two storey, 5-bed detached dwelling with detached garage and installation of vehicular crossover to front. (Revised application). **- Approved**
6. 2019/1611 – 41C Bluehouse Lane - Single storey side/rear extension including 2 x roof lights to rear. **- Refused**
7. 2019/1297 – Chart Edge, Caxton Lane - Erection of single storey rear extension. **- Withdrawn**
8. 2019/981 – The Old Stables, Limpsfield High Street - Change of use from A1 Shop to D1 Cookery School. **- Approved**
9. 2019/993 – The Old Stables, Limpsfield High Street - Installation of 1 x fascia sign**. - Approved**