



LIMPSFIELD PARISH COUNCIL MONTHLY MEETING

Minutes of meeting held February 10th, 2020

In attendance:

LPC: John Thompson, Bob Harvey, Ann Osborn, Laila Turner, Tom Briggs, Bernie De Haldevang, Philip Bailey, Mark Wilson

SCC: Cameron McIntosh; TDC/OLRG: Claire Blackwell; National Trust: Mark Richards

1. **APOLOGIES** for absence.
Ashley Fosdike, Philip Davies,
2. **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.
3. **DECLARATIONS OF DISCLOSABLE INTEREST**
Boo House, West Heath known to Laila Turner (planning item)
Thomas Briggs and Mark Wilson are governors of Limpsfield C of E School – Trim Trail item.

Discussion about whether Councillors are required to disclose only pecuniary interests or any interests that may raise a conflict of interest. Pecuniary interests will prevent Councillors from voting on a matter. **Action: Clarification required from Chairman.**

4. **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.
5. **DISTRICT and COUNTY COUNCILLOR REPORTS**
5.1 Cllr Cameron McIntosh (CMcl)

Update on Surrey County Highways Philippa Gates meeting and crossing by Limpsfield School: Feasibility study £10000 either from the parish or elsewhere. Best way to get a crossing will be to do a CIL bid. Likely cost would be £400,000. Crossing included in Cameron's ITS Scheme (but depends on priority and funds). Any other alternatives for different crossing type (Zebra), would still cost too much and would not be possible. Not looking likely that there will be any crossing any time soon. PG also made the point that even if a feasibility study is funded, it may still not be successful in a CIL bid. TB highlighted that crossing funded by CIL or from TDC/SCC funds requires a feasibility study. TDC funds may be available to fund part of required feasibility study.

PB notes that in terms of feasibility study, the school parents and potentially other interested parties should look at raising funds for this.

Action: TB - further discussion/research regarding feasibility study.

Verge by the school on A25: this will be seeded in the summer months. It is not illegal to park on the verge. If a ban on pavement parking comes in, this will also include verge parking. Would help if TDC put in place a planning condition on reinstating highway, including verge at the end of a build.

Letter from Mary Lewis: **CMcl notes that it would be nice for any councillors to respond (SM to draft response)**

CB – drain down Snatts Hill by council offices. CMcl explained there is a big issue down there with under-road pipes that will require the road to be dug up, so this hasn't been scheduled yet (particularly with everything else going on in Oxted at the moment)

5.2 Cllr Claire Blackwell

Phone Mast: Still has not been looked at any further so CB/PD will keep chasing.
Dorothy's Cottage: Diocese to put in application for carpark but nothing in yet. CB has contacted enforcement regarding the site in order to encourage Diocese to sort out the site.

TDC finance: £1.4m overspend and reserves being eaten into. Staffing issue is to be addressed first in order to restructure and get rid of expensive contract staff. TDC also buying a lot of (commercial) properties at the moment. £43m so far and £60m next year. Concern over overspend on property for investment in case something goes wrong.

Mark Richards – Ridlands Grove carpark improvements. Reshaping and resurfacing. Other carparks have had potholes filled. Footpaths by St Andrews being used by horses and corner of Stoneleigh Road. Horse barriers are going to be put in place.

6. CHAIRMAN'S REPORT (including correspondence)

Health Centre re ECG photo opp Feb 11th.

7. FINANCE COMMITTEE (Cllr Tom Briggs)

7.1 CIL update. Discussed earlier. TB: There is need to add to TDC infrastructure development plan. Councillors acknowledge access to CIL funds is difficult even with changes to bidding rules anticipated by end of year.

7.2 2019/2020 to date for rest of year. We should have a small surplus.

7.3 Payment Items for approval & bank recs – all approved.

MW: Precepts are now online for 20/21. Limpsfield is second lowest.

8. NEIGHBOURHOOD PLAN COMMITTEE (Cllr Ann Osborn)

8.1 Conservation areas appraisal update (Cllr Mark Wilson). Tender document being drafted for 3 quotes. **Action: To be circulated in the next week.**

Martin Higgins, AECOM and another. Hopefully before next meeting.

8.2 Assets of Community Value applications update (Cllr Mark Wilson). Letter sent to owners for The Carpenter's Arms.

8.3 Footpath update (Cllr Ashley Fosdike / Ann Osborn) Two more kissing gates. Working with East Surrey Ramblers [PB – Red Lane landowner hasn't heard (Tony Edwards)]

- 8.4 Village Playground (Cllr Laila Turner) – further discussion on LT proposal. LTs question is: should we be focusing our efforts on parking? PB: in terms of strategy, would support to postpone a playground until we have funding. TB: Do we need to have a matrix of what was wanted by voters and what's feasible financially? We need to be more strategic with spending decisions. AO in terms of funding there are other ways of funding a playground if other people agree that a playground is wanted. MW: re newsletter with annual meeting and 2 fairs coming up. We do have the opportunity for a public consultation... we could use these opportunities to ask people what they want. AO/BdH disagreed in terms of the fact we have already had a consultation in the NP survey where 1/4 residents had a playground in the top 3 of their wish lists for the Parish. PB: (Legion) Very good concept but is it a priority for either funds or time?
- Vote 1: Deferral for 2 years: LT proposed, PB seconded. 2 for (LT and PB) 6 against. MW abstained. (AF absent)**
- Vote 2: Investigate possibility of pursuing a playground at the Legion. AO proposed, TB seconded - 7 for 1 abstention (AF absent – for proposal)**
- 8.5 British Legion Playground collaboration (Cllr Ann Osborn) – *as per circulated proposal discussion as above. Given green light for further development of proposal.*
- 8.6 Limpsfield Infant School Trim Trail – note provided. MW background on the trim trail. One of the reasons for doing this is due to the fact that the Limpsfield School is currently under-subscribed. SCC declined to lease the additional land from the NT. Governors would not agree to taking on the lease. Asked LPC if we would take on the lease and the Licence to Carry Out works and allow the school to put their trim trail on the 100 m2 patch of land outside the school fence on common land owned by National Trust. TB highlighted that £600 legal costs could be higher and charged to LPC. Also, consent may be required from Sec of State to build on common land – it is a close call. Risk of proceeding without consent is that it is required but can be obtained retrospectively. No consent would mean we need to take it down, which is what is required after 10-year lease expires. PB and BdH voiced concerns about the issue of public liability and who would be responsible for children on the equipment. BdH feels that the school should take responsibility under their public liability insurance. The issue of insurance needs to be further looked into in terms of the LPC. TB: can the school indemnify us for children using the equipment during school time under school supervision? MW same firm installing in the equipment in the school will install the equipment outside of the school. The school/governors should be liable for any costs for repair of equipment. BdH not against the idea, but we need to clarify liability and costs. MW cost - legal and decommissioning. BH – issues: not fenced, new demarcation and also school and public mix needs to be looked into. LT - can we find out why SCC declined the lease. PB feels that MW and TB should not be able to vote on this due to conflict of interest arising from their roles as Governors. LT: we need to re-table for next meeting pending legal investigation. PB: is this in interest of our parishioners? JT – we could say that of pretty much every project. RH – we can facilitate it but should we take on the liability...?

BDH Proposal: Subject to clarification re public liability, legal responsibility and insurance this is a proposal we should support. Vote: 5 for 1 against (PB). 2 Abstentions MW and TB due to conflict interest. (AF absent)

Actions: SM to take advice with regards to insurance. Also, to try to find out why SCC refused to take on lease on behalf of the school. Chair JT to clarify and determine whether the 2 Governors have a conflict of interest which prohibits voting on this matter.

8.7 Bluehouse Lane speed measures update (Cllr Laila Turner) – Ideally there would be two VAS. Half the cost of one sign needs to be funded in part by the neighbourhood. The first VAS sign will be funded 50/50 by the residents of Bluehouse Lane and by CMcH. LPC Policy on funding the VAS is to require neighbourhood contribution toward cost and the LPC will insure and maintain the signs. Cllr CMcI pledged funds to a VAS but funds not available until April. It is unclear whether he will fully fund first or second sign. **Action: LT to communicate funding responsibility to Bluehouse Lane residents.**

9. PLANNING COMMITTEE (Cllr Mark Wilson)

9.1 Current applications & appeals (**see annex 2**) MW went through the various applications and committee recommendations for objections and comment. BdH/PB noted that LPC needs to make sure that we make a comment for *all* applications as a matter of course, whether we object to them or agree with them (or have no comment). TB raised questions as to why Uvedale Road and Ballards Lane planning applications will be opposed by LPC. Proposed LPC planning submissions written by Ted Beresford – Knox, were not distributed to LPC members for comment. Other proposed LPC planning objections were not discussed by full Council due to lack of time. MW emphasized need to allow Planning Committee work through planning submissions and actions as full council cannot manage workload. Proposed ToR needs to address process so work can be done efficiently.

9.2 Recent determinations (see annex 2).

9.3 Terms of Reference (TOR) – JT: need to be agreed at the next meeting as there are still issues. PB feels that members of the planning committee should all have a vote, including the co-opted member. TB clarified that LPC standing orders do allow non-elected Committee member to vote. TB provided comments to PB on his edits to ToR and accepted them. BdH observed that full Council cannot debate every proposal as there will be no point in having a Planning Committee if this were the case. LT also pointed out that if any councillors feel they should have more input in the decisions, they are all invited to attend the planning meetings. TOR to be amended as per everyone's input and put forward for final sign off at March meeting.

10. CHART FAIR COMMITTEE (Cllr Bob Harvey). LPC public liability insurance will cover Chart Fete. Insurance company guidance on risk mitigation circulated to Chart Fair Committee. Risk assessment will be forthcoming.

11. **PLAYGROUND & EXTENSION** (Cllr Bob Harvey) No further activity. Chart Playground condition all good.

12. **HIGHWAYS** (Cllr Bob Harvey) No further comment.

13. **PARISH PROPERTY** (Cllr Bob Harvey update)

13.1 GRASS CUTTING proposal for approval – note provided. **Carried. All in favour**

13.2 PARISH RECORDS - storage/archiving update (Cllr Ashley Fosdike) – notes provided. Great deal of thanks to Ashley for the work she has done so far in terms of saving the documents **Action: To be discussed at next meeting.**

13.3 PARISH OFFICE – potential uses – **Action: discussion for next meeting.**

14. **PARISH COUNCIL MEETINGS**

14.1 Confirmation of venue: 6 months at Carpenters – April to September. **All in favour.**

14.2 Date for AGM – to agree – proposed: Weds 6th May 2020. **Agreed (SM to communicate initially for Parish News deadline.)**

14.3 AGM Preparation and booking/Reports/Speaker etc. led by (Cllr Mark Wilson)
There is a lot to do before this meeting and councillors will be needed to pitch in.
Note: BdH does not believe he can attend.

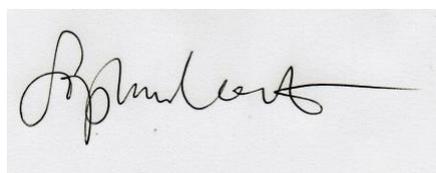
15. **ANY OTHER BUSINESS**

15.1 Parish noticeboard – funding clarification (Cllr Mark Wilson). Item has been agreed with cost itemised in remainder of 2020 budget.

15.2 VE DAY – support for British Legion and any other activity. Agreed.

16. **NEXT MEETING** - March 9th, 2020. *Note: Cllr LT is unable to attend this meeting.*

Meeting finished 10.05pm



Sophie Martin
Clerk to the Parish Council

ANNEX 1 - PAYMENTS RECEIPTS

PAYMENTS & RECEIPTS - BANK RECONCILIATION

Feb-20				
LPC Account 60-16-09 75573407	Payments	Receipts	Balance	NOTES
Balance brought forward from last meeting			£25,425.00	
EDF	£22.00		£25,403.00	
Clerk Salary	£812.50		£24,590.50	
Clerk WFH & Printer	£63.00		£24,527.50	
Technomed - ECG Machine	£674.94		£23,852.56	VAT to be claimed
			£23,852.56	
TOTAL	£1,572.44	£0.00	£23,852.56	
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LNP Account 60-16-09 75647745	Payments	Receipts	Balance	
TOTAL			£1,207.35	
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Playground Account 60-16-09 75573415	Payments	Receipts	Balance	
TOTAL			£17,334.43	
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CIL Account 60-16-09 75657562	Payments	Receipts	Balance	
TOTAL			£9,686.40	
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TOTAL PARISH BALANCES			£52,080.74	

Payments for authorisation / cheques at Meeting

ITEM	Amount (inc VAT)	PAYEE	VAT amount	Approval / notes
TVA meeting invoice	£210.00	TVA	£0.00	10/02/2020
Gatepost installation - Surrey CC - CIL ACCOUNT	£505.10	Surrey County Council	£0.00	10/02/2020
LPC/East Surrey Walkers discs - CIL ACCOUNT	£231.00	Fitzpatrick Woolmer Design & Publishing Ltd	£38.50	10/02/2020
Clerk's expenses - WFH (£18) & Land Reg (£6)	£24.00	Sophie Cross	£0.00	10/02/2020
Sophie Cross salary	£812.50	Sophie Cross	-	as per contract
Sophie Cross PAYROLL - Pension, NI contribution HMRC	-	HMRC	-	n/a
Ashley Fosdike - archiving expenses	£54.74	Ashley Fosdike	-	10/02/2020
SSALC - end of financial year training/ internal auditor	£84.00	Mulberry & Co	£14.00	10/02/2020
Total payments for authorisation	£1,921.34		£52.50	
Payments from CIL	£736.10			
Payments from general exp account	£1,185.24			
Balance of General a/c	£22,667.32			
Balance of CIL	£8,950.30			
New balance - all accounts	£50,159.40			

SOPHIE CROSS (nee Martin)
 CLERK TO Limpsfield Parish Council
 10/02/2020

