



MINUTES OF LIMPSFIELD PARISH COUNCIL MONTHLY MEETING – OCTOBER 12th 2020 – MS TEAMS

Attending LPC Councillors: John Thompson (JT) – Chair, Ashley Fosdike (AF), Ann Osborn (AO), Bob Harvey (BH), Laila Turner (LT), Mark Wilson (MW), Philip Bailey (PB) Bernie de Haldevang (BdH), Thomas Briggs (TB)
Sophie Martin (Clerk)

District Councillors: Claire Blackwell (CB) and Phil Davies (PD)
County Councillor: Cameron McIntosh (CMcl)

1. **APOLOGIES** for absence.
Philip Bailey
2. **MINUTES OF LAST MEETING** – agreed and posted.
3. **DECLARATIONS OF DISCLOSABLE INTEREST**
None
4. **PUBLIC SESSION**
None
5. **COUNCILLORS' REPORTS** (Cameron McIntosh, Philip Davies, Claire Blackwell)
Claire Blackwell – email to say that most likely to go through. Priest Hill – TDC awaiting some info from applicants on some trees.
AO said that re Trim Trail she was told it would be expected 26 October. TDC had responded to the objection. CB has asked to take it to committee if necessary. Objections will get taken into consideration once the period is closed.
Cameron McIntosh – Regarding devolution, Surrey to submit a bid. Hoping for a response in the next couple of weeks.
Highways – Ridlands Rise 19 October. Limpsfield Traffic Lights – pavements and surfacing to chase for date. Parking review finishes this month. BH – asks about Stoneleigh Road. Ridlands Lane – will there be resurfacing first. Repairs will be done first where necessary. Double yellow lines will go down first. BH – if double yellow lines are covered by leaves drivers are still liable due to signage. All restrictions should be enforceable around Tandridge. LT – VAS sign for Bluehouse lane – CMcl should have a date next Tuesday and will let us know.
BdH – near Limpsfield what's the process of putting in an island for crossing.
CMcl confirms 29 October is deadline for response and LPC response would be useful / advisable.
Action: MW to draft response with Ted Beresford Knox and circulate before submission.
6. **CHAIRMAN'S REPORT** (including correspondence)
6.1 TVA Befriending scheme fund request. More information required.
Action: SM to gather more information and formal request.
7. **NEIGHBOURHOOD PLAN COMMITTEE** (Cllr Ann Osborn)
7.1 Updated projects overview & budget proposal AO
Conservation Area Assessment & Management Plan.
Note/Request for additional expenses for CAAMP project – to include around printing costs for notification leaflet. AO notes we must allow project management time for SM.
TB notes that VAT must be included in the costs and asks for clarification on what we are doing that's additional to SCC's work. AF explains we must communicate to the parishioners that we are doing this. The costs are therefore for the production of the leaflet - in terms of printing costs and the production. AF – not

everyone is on social media or the internet and we need to give everyone the chance to know what we're doing and respond.

MW – the leaflet/notification may not be legally necessary, but more “best practice”. We are soliciting input from the residents, so we need to be up front and transparent in what we're doing. The consultation is with TDC. TDC will be the ones to suggest any boundary changes.

TB - Additional spending estimates for communications and other matters to support the CAAMP project needs to be detailed. This includes the £500 approved and any other spending for this year and the next fiscal year.

All agreed 2020/2021 - £500. Budget outline will be required for 2021/2022. SM to provide.

Footpaths – have already been outlined and budget approved for rest of 2020/21.

Limpsfield Businesses - Light Up Limpsfield.

Christmas trees for the Village (at Kiwi House) / Church and Chart (TBC), stand at The Limpsfield Cookery School. **Proposal (AO) for approval for up to £500 for Christmas Decorations. Approved by all present.**

Community services, facilities and assets

AO Proposes £5000 for Grants budget for 2021/2022. Suggesting £2500 for this year.

TB advises there is some flexibility in whether it comes out of CIL or other accounts. MW notes the need for a budget that is sustainable on an ongoing basis, that can come out of the Precept. Reticent about spending CIL money.

JT proposes that the Finance Committee looks at a Grants budget for 2021/22.

TB notes we do have the budget this year and can look at specific proposals. Also agrees that £5000 should be considered for finance meeting for 2021/2022, but £2500 may be more realistic ongoing.

Action: To be discussed and outlined at Finance Meeting on 27 October as part of budget discussion

Community Orchard has applied to the Community Fund of Surrey. AO does propose that pending the answer from the Community Fund.

AO proposes £1000 for the Community Orchard, providing they get the rest of the funding and providing we are happy with their accounts. MW seconds. 6 for. AF Abstained. LT Against. PB is not present. AO will liaise with the Orchard committee.

Glebe Meadow/Church Hall businesses - LT notes intention for business sign for Church Hall / Glebe Businesses.

LT Proposes budget of £1000. BdH seconds. 7 for, 0 Against. MW abstains as on the Church Hall Committee. PB not present.

To note: St Peter's noticeboard is nearing completion.

Road Safety Congestion & Parking - MW raises issue of off-street parking and asks to consider where the money going to come from for any potential parking if it isn't allocated in the LNP proposal? Even if we can't put a number against it, we should have it somewhere in the plan. AO asks MW to advise a figure for this. MW does not have a figure, but feels his top priority would be parking in terms of the use of CIL money.

BH notes he is also loathed to spend CIL money on charities and community endeavours - CIL money should be considered very carefully as it is a valuable pot of money. JT notes that CIL criteria has been sent round to everyone and everyone should be aware of what it can and can't be spent on. Up to Finance Committee to come up with a clarification on CIL spend.

JT rest of proposal is for the Finance Committee Meeting. JT thanks AO for her efforts but also notes that there are a number of projects that require a leader which should be further discussed at the next meeting.

7.2 CAAMP expenses proposal (see above)

7.3 Christmas decorations budget proposal (3.3) – Light Up Limpsfield – see above

8. **FINANCE COMMITTEE** (Cllr Tom Briggs)

- 8.1 Quarterly reconciliation – Noted and agreed. Date to be amended (date) and signed for filling.
- 8.2 October Payments (annex 1) - all agreed. TB notes has looked into HMRC direct debit and monthly payments which are not possible. We will continue to pay quarterly.
- 8.3 CIL update – CIL income and expenditure to be checked and confirmed.
SM to circulate CIL cashbook / income & deadlines sheet.
- 8.4 Orchard Grant decision (as above)
- 8.5 *Note of agreement to allocated TDC Emergency Grant (£1500) to Limpsfield CofE School for support of disadvantaged local families during Covid crisis. Grant application submitted 3/10/20.*

9. **PLANNING COMMITTEE** (Cllr Mark Wilson)

- 9.1 Planning applications for discussion – still awaiting news on applications / decisions for Stockenden, Chartlands and Priest Hill – keeping an eye on those applications. SM has contacted TDC officers and Claire Blackwell is liaising with them also.
- 9.2 Recent determinations – no real determinations of note.
- 9.3 Unitary Authority Proposal / Future of Planning Response – to be sent around to all councillors.
- 9.4 MW dates for Planning Meeting. AF would like to get a planning meeting before the end of the month.
- 9.5 Green Hedges - AF reminds that we need to lodge a letter of complaint before any appeal is submitted regarding failure to take into account TDC/LPC/Highways recommendations to adhere to Tandridge Parking Standards.

10. **PARISH PROPERTY** (Cllr Bob Harvey)

- 10.1 Phone Box – update. Awaiting BT to refurbish it in 2021. **SM to report light to BT for repair.**
- 10.2 Maps of footpaths – Carpenters have some maps and Memorial Stores. BH to drop some to Memorial Stores.
- 10.3 Bus stop opposite the school. Not on our parish property list and not owned by Southdown. TB questioned ownership of the bus stop and whether the bus stop is ever used. MW could get his roofer contact to look at the bus stop roof as well – and also the TDC bus stop – in order to obtain quotes. TB supports looking at quotes to refurb/maintenance of the bus stops. **MW to get quotes. SM to check previous Parish property lists regarding ownership.**

11. **CHART PLAYGROUND** (Cllr Bob Harvey) – Bob Harvey has inspected and all in good working order.

12. **HIGHWAYS** (Cllr Bob Harvey)

Double Yellow Lines on Ridlands Lane. Various councillors would like LPC to comment on the parking review to say that the LPC does not agree with the double yellow lines as they are seen as inappropriate for rural roads. TB does not agree they are inappropriate if they there for safety of pedestrians and other motorists. AF proposes that write to record our objection to the lines. **7 for, one against (TB) and one absent (PB).**

13. **ANY OTHER BUSINESS**

Parish Records & Office update – AF has been cataloguing the maps. Then meeting with Chris Pendred to make a decision on which to give priority to digitising. The rest will go over to Surrey. AF would now like to clear out the office. We need to get rid of the existing furniture. AF requests permission to get rid of the surplus furniture - agreed.

Action - LT to eBay any of the furniture (AF to provide photos and details). MW will help to sort out the roof via roofing contact.

Pavement update – response letter by BH/TBK to Transport Committee to be finalised and submitted from Clerk. **SM to action.**

14. **NEXT MEETING** - Next meeting 9 November 2020 – MS TEAMS

Meeting ends 8.50pm

JOHN THOMPSON, CHAIRMAN



ANNEX 1 - PAYMENTS & RECEIPTS
October 12th 2020 Meeting
Accounts to Wednesday, 30 September 2020

LPC Account 60-16-09 75573407	Payments	Receipts	Balance
Balance 01 September 2020			£32,325.57
EDF Electricity	£17.00		
SM monthly salary	£833.04		
SM WFH allowance (September)	£18.00		
SM WFH allowance (August - 1/9/)	£18.00		
SM overpayment repayment August (1/9/20)		£48.74	
SM tax repayment September		£48.74	
Bob Harvey	£11.97		
Surrey Hills Society	£25.00		
Open Spaces Society	£45.00		
ICO Direct Debit	£35.00		
PKF Littlejohn - audit	£240.00		
HMRC - Month 3 payment	£92.98		
Satswana	£180.00		
Balance 30 September 2020	£1,515.99	£97.48	£30,907.06
<i>Known payments/uncashed cheques for October:</i>			
SM monthly salary	£833.04		
SM WFH allowance	£18.00		
EDF	£17.00		
HMRC - Month 4	£92.46		
HMRC - Month 5	£92.97		
Precept		£16,657.00	
Grant for Infants School from TDC		£1,500.00	
Grant to Infants School	£1,500.00		
TOTAL	£2,553.47	£18,157.00	£46,510.59
<hr/>			
LNP Account 60-16-09 75647745	Payments	Receipts	Balance
Balance Sept 1 2020			£1,207.35
Cox & Co final payment	£45.00		
<i>Outstanding cheques/payments:</i>			
TOTAL	£45.00		£1,162.35
<hr/>			
Playground Account 60-16-09 75573415	Payments	Receipts	Balance
Balance Sept 1 2020			£17,334.43
<i>Outstanding cheques:</i>			
TOTAL	£0.00	£0.00	£17,334.43
<hr/>			
CIL Account 60-16-09 75657562	Payments	Receipts	Balance
Balance Sept 1 2020			£7,114.97
<i>Outstanding cheques/payments:</i>	£0.00		
TOTAL	£0.00	£0.00	£7,114.97
<hr/>			
<i>CIL – to note, income pending for October 2020 - £884.92 The Moorings and Part one of 19-21 Gresham Road. £6,506.36 [second instalment will be received in April - £13012.72]</i>			
TOTAL PARISH BALANCES			£72,122.34

Payments for approval / to note

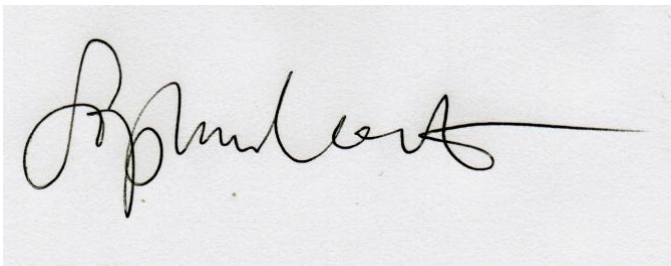
ITEM	PAYEE	Amount (inc VAT)	VAT amount	Approval / notes
Surrey County Council CAAMP deposit	SCC	£2,400.00		<i>not yet received. Pre-approved item under CAAMP</i>
SM monthly salary	Sophie Cross	£833.04		<i>as per contract</i>
SM WFH allowance	Sophie Cross	£18.00		<i>as per contract</i>
<i>HMRC - Month 4 by 22/10</i>	HMRC	£92.46		<i>Tax payment</i>
<i>HMRC - Month 5 by 22/10</i>	HMRC	£92.97		<i>Tax payment</i>
CAAMP - printing for initial communication (quote for 400)	En-Route printing	£103.00	£0.00	Approved under CAAMP expenses proposal 14/10/20
TOTAL		£3,436.47		

Upcoming payments to note

Kissing Gate installation (estimate only) - for payment after works completed and invoice received.	Andy Jones - Just the Jones	£396.00	£66.00	Within footpaths improvement budget November 2019
Kissing Gates for footpaths	McVeigh Parker & Co	£859.20	£143.00	
Labour Stanhopes to Hookwood / Glebe field paths - aggregate	Hodges Building	£360.00	£0.00	
Aggregate for the above paths (estimate - 3T)	Fairalls	£144.00	£24.00	
Payment of TDC Emergency Grant to Limpsfield CofE School, whenever received by TDC		1500.00		Agreed via email. Noted at meeting.

SOPHIE MARTIN (CROSS)

CLERK TO Limpsfield Parish Council



.....