



Minutes of the Council meeting held on 11th October 2021 at the Millennium Room, St Peter's at 7.00pm.

Attending: Ann Osborn, Bob Harvey, Philip Bailey, John Thompson (Chairman), Mark Wilson, Thomas Briggs.

Sophie Martin (Clerk)

Cameron McIntosh (SCC); Claire Blackwell (District Councillor)

1. APOLOGIES FOR ABSENCE

Laila Turner. Philip Davies. Bernie de Haldevang

2. DECLARATIONS OF DISCLOSABLE INTEREST

None

3. MINUTES FROM LAST MEETING

No comments. Approved to be signed.

4. PUBLIC SESSION - None requested.

5. COUNCILLORS' REPORTS (Cameron McIntosh, Philip Davies, Claire Blackwell)

Claire Blackwell

- Arden Lodge – went to planning committee. Was a tricky application – split into 2 parts. Would have been unrecognisable in terms of appearance. LNP very specific on use of materials. Refused.
- Ballards Lane Mast also refused.
- Protective Wooded hillsides – CB may look into this issue regarding tree loss and tree cover in general because while there is a lot in the LNP and Tandridge Plan about protecting of tree cover, there doesn't seem to be any protection *in reality* if it's outside of the conservation area.
- Tandridge Crematorium will be going ahead. TDC lost this on appeal.
- MW – Is TDC doing anything regarding the response on the Gatwick Runway? CB advises that TDC will be looking into it. Ted Beresford Knox is looking though all the documents on behalf of LPC. TB would be interested to see what the business assumptions will be for the future with carbon-free jet fuel etc.
- MW – is TDC doing anything specific about the Buildings of Interest? Could TDC remind other parish councils to be proactive.

Cameron McIntosh

- SCC will also be coming up with a position on Gatwick, likely with an infrastructure focus.
- County Deals proposal has been put forward by SCC as possible pilot scheme. Likely will go in the way of devolution.
- New Highways contract likely to be voted on tomorrow at the full council meeting. Big emphasis on sustainability and environmental issue.
- Caterfield Lane – resurfacing commences. Hoping that Network Rail will be contributing.
- Proposal for horse crossing sign on New Road. This wouldn't be a priority for the local committee, which is why the cost would be down to the LPC to fund.
- MW – Enquires about potential crossing in front of Limpsfield Infants School. Pelican Crossing with lights. Designs have been submitted. They are not yet public. It will happen in two stages. Hoping to start early next financial year.

- AO – re YFS. Have any projects received any money yet. There should be an advisory panel every month. Cameron was not sure of the up-to-date position but advised it would be discussed in the following SCC full council meeting.
- JT asks when the next parking review is scheduled. SM/CMcl confirm it is now open for submissions with deadline November 2022.
- CMcl notes that Kent Hatch road is down for major resurfacing. MW notes that patching work has been done on the border of Kent/Surrey on B269, though noone knows who by!

6. CHAIRMAN'S NOTES

- 6.1. Ashley Fosdike resignation/ vacancy. JT to record thanks for her contribution and hope that her wellbeing will improve. BH asks about AF's planning application and whether there is any need to register interest now she has left. JT does not believe so. MW agrees.

BH would like to the council to consider Anthony Turner if we were to go to co-option of members. All councillors are asked to think about potential candidates to put forward following the notice period, which ends on 15 October and they can be discussed and voted on in the November meeting.

7. FINANCE – TB

- 7.1. Monthly payments/receipts and budget status – approved as circulated
- 7.2. Q2 Reconciliation to note. The reconciliation has been circulated to finance committee and checked and signed by Thomas Briggs and John Thompson.
- 7.3. Statutory policy documents required for website – SM to double check correct transparency code document for next month. Other policy as circulated for upload to the website is Equality and Diversity statement. Approved.
- 7.4. 2022/23 budget – initial discussion/suggestions for inclusion. Final budget to be presented in December to sign off and also precept to be agreed in December for January deadline. There will be a finance committee meeting on October 18 for discussion about the budget. JT invites any other councillors to attend if they wish. Draft budget will be discussed and commented on at November 8 meeting. For finalisation December 13 2021 meeting along with Precept.
- 7.5. Second VAS needs to be discussed with view to carrying over the funds to a third year. Do Bluehouse Lane residents still want a second? Is there a need or indeed an appropriate location? Otherwise, this will go back into the pot. Ditto Community Orchard Grant s137 for £1000. AO to talk to Helen Ellson regarding an update on the Community Orchard.

8. CONSERVATION AREA ASSESSMENT & MANAGEMENT PLAN (CAAMP) MW

- MW Prepared brief update on CAAMP with key timelines. (See attached annex.) SM To circulate to all.
- Meeting held with Chris Reynolds (CR) who has now incorporated all comments received.
- LPC will receive draft of the document for November meeting. It will also be sent to TDC for review.
- TDC/ LPC to communicate to all households affected.
- To then discuss and agree a fund to use to implement any improvements cited in the CAAMP with certain criteria.
- TB would like to know how the CAAMP might then impose on residents in the future. MW explains certain maintenance aspects and potential to possibly offer incentive to residents to replace drives etc with ironstone or historical context as opposed to materials that might be out of context.
- There will be a public consultation to include a public meeting.

9. LNP - AO

- 9.1. Your Fund Surrey / Limpsfield Way update. Michael Butcher to do the Grub Street to Hookwood bridleway in November. AO to attend a meeting to find out more about the process, which seems to be failing at the moment. CB is happy to try to find out more and push for response on timing.
- 9.2. Christmas Lights 2021 – proposal for approval for £250 for trees and lights for 2021 *Light Up Limpsfield* in Limpsfield Village. Proposed by Ann Osborn. Seconded by Bob Harvey. Approved by all present.

10. PLANNING - MW

- 10.1. Planning applications for discussion /note – see *attached overview*. To note, new applications since planning committee: land at rear of 10 Westerham Road; Tubs Cottage Ballards Lane and Detillens, High Street. All to be discussed at upcoming planning meeting on October 26.
- 10.2. Recent determinations – see attached. Since the planning meeting Arden Lodge has been turned down for prior approval. Ballards Lane monopole has been refused. Barn Owl Kennels has been refused.
- 10.3. Buildings of Character – update & overview. MW gives overview of the project. 6-week application period for buildings to be nominated for local listing. MW suggests that the History Society might put in some applications. MW and TBK are going to drive around tomorrow. PB to talk to Chris Pendred / History Society. BH would like to know if the owners of the houses have a say in the process. They may not be too happy about it from a planning perspective. MW replies that as far as he knows, no owners have a say – it is down to SCC's project team, but it should really be largely positive and does not necessarily stop owners from development.
- 10.4. North Terminal/Runway - Gatwick Response. Ted Beresford Knox is looking at the documents.
- 10.5. TB notes signs going through Westerham that refer to some sort of potential lorry issue. MW believes this is to do with planning application for a residential development at Covers Farm just past Clacket Lane that will require extensive ground works and additional lorries. TB may investigate further.

11. HIGHWAYS – BH

- 11.1. Proposal/budget for New Road horse crossing sign for approval. Proposal not made by Bob Harvey and general consensus is that further investigation should be made as to whether this is the best place to put a crossing. Enquiries to local riders about any suggestions for crossings that are particularly hazardous.
- 11.2. MW brings up Hazelwood School issue on the Wolfs Hill at pick up and drop off times. It needs to be addressed. SM to organise a meeting with Hazelwood Bursar, Nick Tappin and invite councillors from Oxted PC.

12. PARISH PROPERTY

- 12.1. Parish Office & Bus Shelter repairs update – SM to check heater and de-humidifier is working and paint the office, plus look through what is now left in there in terms of paperwork and filing. To collect all folders from Ashley Fosdike.
- 12.2. Maps cabinet – SM proposes to buy cabinet and house the maps in the parish office once it's painted and heating is working. MW suggests that they go to his house, while we sort out the Parish Office and appropriate storage. PB proposes Cabinet purchase (within previously approved budget for archiving). AO seconds. All approved.

13. CHART PLAYGROUND - condition report – BH – In good working condition. However, TDC still hasn't sorted out the gate! BH has chased Ian Hudson.

14. ANY OTHER BUSINESS

- 14.1. Winter Plan proposal – for approval. MW gives overview of the plan for gritting the village and path to Limpsfield School. Need to buy three new grit bins to be positioned near the school, at Hookwood and Church carpark.
- 14.2. MW proposes costs for grit bins and additional grit spreader. Maximum £1100. BH seconds. Approved by all present.
- 14.3. Winter Plan – drafted by SM for circulation.
- 14.4. Upcoming meetings: For future meetings in the Millennium Room, SM to confirm with Helen Cook/Caroline Campbell re heating.
 - 8 November 7pm
 - 9 13 December 7pm

Meeting ends 10.02

A handwritten signature in black ink that reads "John Thompson". The signature is written in a cursive style with a large initial 'J' and a long horizontal stroke at the end.

John Thompson, Chairman

Limpsfield CAAMP Update

2021

- Held meeting with Chris Reynolds On 6th October (JT,AO,TBK,SM, MW). Discussed comments received from LPC, all comments from councillors forwarded to CR.
- CR to incorporate comments, SM to format document. To be completed by end October.
- LPC receives new draft of document at beginning of November.
- Latest draft of CAAMP document also sent to TDC at beginning November, (Assume a two- month review period).
- Arrange meeting with TDC to discuss document during their review period.
- LPC (or TDC) to write to households affected by proposed Conservation Area boundary changes.
- LPC to discuss and agree funding for Limpsfield CAAMP projects for inclusion in 2021/22 budget- November/December 2021.

2022

- Receive comments back from TDC , beginning January 2022. LPC and CR review TDC comments.
- Begin six-week public consultation, (whole of parish) assume TDC to organise. Public consultation to include a public meeting. Consultation period January /February 2022
- CR/LPC/TDC review comments and amend document as necessary.
- LPC agrees final Limpsfield CAAMP document.
- TDC reviews, accepts and adopts the CAAMP document.

11 October 2021

**ANNEX 1 - PAYMENTS & RECEIPTS -
OCTOBER 11 2021**

Accounts to 30/9/2021

LPC Account 60-16-09 75573407	Payments	Receipts	Balance
Balance September 1 2021			£39,876.36
EDF Electricity	£23.00		
SM monthly salary	£858.44		
SM Work from Home allowance	£18.00		
Mulberry & Co clerk training fee	£42.00		
PKF LittleJohn - external audit fee	£360.00		
Open Spaces Society annual Membership	£45.00		
ICO GDPR / FOI	£35.00		
Balance September 30 2021	£1,381.44	£0.00	£38,494.92
LNP Account 60-16-09 75647745	Payments	Receipts	Balance
Balance September 1 2021			£0.00
TOTAL	£0.00	£0.00	£0.00
Playground Account 60-16-09 75573415	Payments	Receipts	Balance
Balance September 1 2021			£15,866.35
TOTAL	£0.00	£0.00	£15,866.35
CIL Account 60-16-09 75657562	Payments	Receipts	Balance
Balance September 1 2021			£20,046.18
Andy Jones gates installation	£833.00		
TOTAL	£833.00	£0.00	£19,213.18

TOTAL PARISH BALANCES

£73,574.45

Payments for approval / to note - October 11 2021								
ITEM	PAYEE	GENERAL	CIL	LNP	CHART	VAT amount	Approval / notes	CHQ
SM monthly salary (NET)	Sophie Cross	£858.44				£0.00	As per contract	
SM WFH allowance June	Sophie Cross	£18.00				£0.00	As per contract	
EDF Energy - NB has been increased by EDF.	EDF Energy	£23.00				£3.83	Approved running costs	
Parish Office Refurb windows & Bus Shelter refurb	CKH Build	£1,350.00				£225.00	Approved as part of Parish Office Refurb Budget Quote 827	
Website hosting (2 years)	Paragon / TSO Host	£84.00				£14.00	Approved running costs	
Further mowing - Chart Orchard - estimated	Michael Butcher				£48.00	£8.00	AWAITING INVOICE Approved as part of Chart Orchard budget	
June newsletter additional hours - layout and copy	Sophie Cross	£97.75				£0.00	Approved running costs	
HMRC Month 4 & 5	HMRC	£270.36				£0.00	Approved running costs	
Meeting expenses / refreshments CAAMP	Mark Wilson	£32.00				£0.00	Approved CAAMP expenses	
TOTAL		£2,733.55	£0.00	£0.00	£48.00	£250.83	£2,781.55	
NB. CAAMP balance of fees will be invoiced over the next month	Surrey County Council	£9,600.00						

Annex 2 Planning

Planning Applications – discussed at September 28 Planning Committee Meeting.

2021/1668/EIA	Hilders Lane Railway Bridge - EIA (Environmental Impact Assessment) Screening opinion.	No objection.
2021/1653/T	Westerham Road Lay-by Verge, Westerham, TN16 2EU.	Objection
2021/1556	27 St Andrews Way, Limpsfield, Oxted, Surrey, RH8 0TN.	No objection
2021/1552	Strange Cottage, Pains Hill, Limpsfield, Oxted, Surrey, RH8 0RG. Chris Reynolds has commented on this as it is Grade II listed and doesn't believe the build compromises the build.	No objection.
2021/1546	Trevereux House, Trevereux Hill, Limpsfield, Oxted, Surrey, RH8 0TL.	No objection
2021/1507	Willow Pightle, Ballards Lane, Limpsfield, Oxted, Surrey, RH8 0SN.	No objection
2021/1435	Three Ways, Brick Kiln Lane, Limpsfield, Oxted, Surrey, RH8 0QZ.	No objection
2021/1408	Garden House, Uvedale Road, Limpsfield, Oxted, Surrey, RH8 0EW.	<i>To note to TDC Ward is Limpsfield / Parish Limpsfield.</i> No objection.
2021/1154	Hazelwood School, Wolfs Hill, Limpsfield, Oxted, Surrey, RH8 0QU.	<i>NB. Ward description is also wrong on this one.</i> No objection.

Recent planning determinations to note:

2021/1447	Woodside, Hookwood Park - Withdrawn
2021/1347	30 Stoneleigh Road - Planning permission is required
2021/1301	45 Stoneleigh Road - Planning permission is required
2021/1309	2 Ridlands Rise - Planning permission is required
2021/1280	Orchard View - Approved
2021/1244	Stockenden, Grants Lane - Granted
2021/1236	31 Detillens Lane - Granted
2021/1199	53 Bluehouse Lane – Approved