



## ***MINUTES of Limpsfield Parish Council Meeting held on November 8<sup>th</sup> 2021 at Carpenters Arms Garden Room***

Attending: John Thompson (Chair), Ann Osborn, Laila Turner, Mark Wilson, Bob Harvey, Thomas Briggs. Sophie Martin (Clerk)

### 1. APOLOGIES FOR ABSENCE

Cllrs McIntosh, Davies and Blackwell (at TDC CIL meeting) and Philip Bailey.

### 2. DECLARATIONS OF DISCLOSABLE INTEREST

Laila Turner declares interest on item 7. as she is Anthony Turner's wife.

### 3. MINUTES FROM LAST MEETING

No comments. Signed as seen.

### 4. PUBLIC SESSION - Any member of the public wishing to discuss an item in the public session, should email the Clerk. [clerk@limpsfield.org](mailto:clerk@limpsfield.org) This session is 15 minutes maximum.

### 5. COUNCILLORS' REPORTS (Cameron McIntosh, Philip Davies, Claire Blackwell) – all absent this evening due to CIL meeting.

#### Notes from CMcl

B269 – no update on resurfacing, but it will likely not be a priority for the next financial year with priorities being given to some urgent roads in Oxted and Hurst Green.

Progress being made on crossing at Limpsfield School. There may be a new layout that takes out one of the lanes.

BH would like to follow up on this as is concerned about layout change. TB notes about air pollution monitors – or lack of. MW suggests we ask to see a copy of the proposal that has been made. TB offers to follow up on this.

#### Note from PD

Would very much welcome a refresher meeting or communication regarding the LNP Planning Criteria. To be arranged early 2022.

### 6. CHAIRMAN'S NOTES

Attended NALC/SALC online Chairman's forum 1/11/2021. JT asks Clerk to offer thoughts on usefulness of NALC. Clerk believes they are very useful and responsive and a good resource / 'insurance policy' for legal issues.

JT mentions very sad news regarding the death of our former clerk, Geoff Dessent. The LPC remembers him for his very important contribution to the Neighbourhood Plan and his work as clerk to LPC.

#### 7. VACANT COUNCILLOR POSITION - JT

Following the resignation of Ashley Fosdike, no by-election was called by parishioners via TDC over the required notice period.

Three potential candidates have come forward in addition to Anthony Turner who put himself forward via Bob Harvey at the October meeting.

JT has met with the new applicants and gives brief overview of each.

JT recommends that a group of councillors are given the responsibility to meet, interview the candidates and make a decision on who to co-opt so that the process can be completed before the next Parish Council meeting on December 13<sup>th</sup>.

*Motion* to give group of councillors the authority to make a decision on voting in the next councillor. All agreed.

**Resolved: An interviewing working group of a minimum of three councillors may make the decision as to who to co-opt.**

A meeting date will be organised for the following week pending availability of TVA meeting rooms and councillors. SM to organise.

#### 8. FINANCE – TB

8.1. Note of November Payments & Receipts – all seen and agreed. Michael Butcher invoice not yet received for bridleway resurfacing but will carry over to December as will invoice after the work has been completed.

8.2. Note of VAT claim - Submitted and received £1726.16

8.3. 2022/23 Budget discussion

TB presents a brief overview of the proposed budget in summary with some explanation of CIL eligibility.

See attached note of budget proposal.

All present agree for £10,000 to be retained for Limpsfield Parking for the new budget.

Budget to be finalised for sign off at December meeting.

#### 9. LNP - AO

9.1. Your Fund Surrey / Limpsfield Way update

Starting 15th November, the bridleway at Hookwood/Grub street will be resurfaced. AO has spoken to Mark Nuti (SCC Councillor in charge of YFS), who says he aims to have these projects cleared by end of the year. Mark Nuti accepted the process has been difficult, but the end result we hope is positive.

9.2. Oxted CCTV – MW outlines conversation with Peter Giles (Oxted PC Chair). Oxted is putting in CCTV into Hurst Green, as well as SRE and SRW. In consultation with Police and other authorities.

MW has suggested that we look at covering the bottom end of SRE, in Limpsfield Parish. Police have indicated they would like a camera somewhere near the council to cover both sides of the road. Will fit well with the LNP, local businesses. MW will have further conversation with regards to

Oxted is also looking at a consultation on CCTV to run via Survey Monkey and in RH8 Magazine.

MW would like to recommend that we find out the cost of the CCTV project for Limpsfield and bring to next meeting for potential inclusion in the budget.

MW proposes we proceed with the joint consultation/questionnaire with Oxted PC to run over the next few weeks and agreement in principle on the CCTV project subject to more details on cost and management. All present agreed.

#### 10. QUEEN'S PLATINUM JUBILEE JUNE 2022

Proposal for 3 activities:

Sunday 5 June 2022 – in collaboration with St Peters - to hold a street party with road closure. At the moment being led by the Church Social Committee.

High-quality commemorative, engraved bench to be sited on the Limpsfield end of SRE near Paydens/Natwest. MW/BH to investigate further in terms of possible location.

Commemorative Tree – MW suggest we plant a statement tree. LT notes we need to be very careful where it is sited, but could potentially ask parishioners where they would like to see a tree planted.

**Proposal is for the LPC to acknowledge a sub-committee for Queen's Platinum Jubilee Street Party to be headed by Ann Osborn. All present in favour.**

**MW proposes that we agree an initial budget for Platinum Jubilee activities (as above) of £2700. All present in favour.**

#### 11. PLANNING - MW

11.1. Planning applications for discussion/to note. Clerk to circulate the minutes of the last Planning Meeting.

11.2. Recent determinations –

Both telecoms mast applications have been refused.

Tubs Cottage, Ballards Lane - Approved.

Land behind 10 Westerham Road has been withdrawn.

Land West of Tenchley's Manor - Refused.

To note, following approval via appeal, 65 Stoneleigh Road, is now being built.

11.3. Local Listings update – MW updates. Deadline is 16 November. MW to circulate list when finalised. 3 Ponds – Moat, Padbrook and Stockenden. Drinking Fountain and Horse trough at Detillens. Air Raid Shelters / Mortar position & British Legion. Architects, Mervyn McCartney and Arthur Keen. Intention to send a courtesy letter from the LPC to the owners of the houses that are being submitted.

11.4. Gatwick 2nd Runway – TBK has circulated a 2-page summary to the planning committee. To be circulated to all. MW's recommendation is that the LPC accepts TBK's note on behalf of the Parish Council.

12. Conservation Area Assessment & Management Plan (CAAMP) UPDATE – the final draft document as circulated to all is now with Tandridge at the moment and has been circulated to all councillors.

#### 13. HIGHWAYS – BH

13.1. Overview on meeting with Hazelwood School on the traffic and parking issues. BH outlines a number of activities that Hazelwood School is already doing in order to try to alleviate the problem. The school has a traffic consultant on board and is also talking to SCC about possible Highways involvement. BH/MW offered to help facilitate conversation with the NT regarding any potential for adapting the bordering land/pavement alongside the school. BH/MW also agreed to help communicate what the school are trying to do.

13.2. Diversion signs on Detillens / High Street and Bluehouse Lane / High Street – need to be removed.

13.3. TB has spoken to several horse riders regarding potential sites for a crossing. The New Road crossing point was identified by them as the most useful crossing to have a sign

14. CHART PLAYGROUND - condition report – BH. Playground is in good working condition though the gate which is not closing properly is still an issue!

15. ANY OTHER BUSINESS

Newsletter. Any suggestions please email the clerk. ASAP.

Remembrance Service – BH will attend. BH has organised a wreath through the Royal British Legion Club secretary. SM to create logo /card “In remembrance” + Limpsfield Parish Council.

***The next Parish Council meeting on December 13<sup>th</sup> Meeting, Millennium Room at St Peter’s. To look at any other potential venues that might be more conducive for public attendance.***

Meeting ends and Clerk leaves 21.26.

Signed.

A handwritten signature in black ink that reads "J Thompson". The signature is written in a cursive style with a large initial 'J' and a horizontal line underlining the name.

John Thompson  
Chairman

## ANNEX 1 - PAYMENTS RECEIPTS

<b>ANNEX 1 - PAYMENTS &amp; RECEIPTS - NOVEMBER 8 2021</b>			
<b>Accounts to 31/10/2021</b>			
<b>LPC Account 60-16-09 75573407</b>	<b>Payments</b>	<b>Receipts</b>	<b>Balance</b>
<b>Balance October 1 2021</b>			<b>£38,494.92</b>
EDF Electricity	£23.00		
SM monthly salary	£858.44		
SM Work from Home allowance	£18.00		
Mark Wilson CAAMP	£32.00		
Sophie Cross Newsletter extra hours	£97.75		
CKH Balance of parish office and bus shelters	£1,350.00		
TSO host - website hosting	£84.00		
		£16,658.00	
HMRC Month 4	£135.18		
HMRC Month 5	£135.18		
	<b>£2,733.55</b>	<b>£16,658.00</b>	
<b>Balance October 31 2021</b>			<b>£52,419.37</b>
<b>LNP Account 60-16-09 75647745</b>	<b>Payments</b>	<b>Receipts</b>	<b>Balance</b>
<b>Balance October 1 2021</b>			<b>£0.00</b>
<b>TOTAL</b>	<b>£0.00</b>	<b>£0.00</b>	
<b>Balance October 31 2021</b>			<b>£0.00</b>
<b>Playground Account 60-16-09 75573415</b>	<b>Payments</b>	<b>Receipts</b>	<b>Balance</b>
<b>Balance October 1 2021</b>			<b>£15,866.35</b>
<b>TOTAL</b>	<b>£0.00</b>	<b>£0.00</b>	
<b>Balance October 31 2021</b>			<b>£15,866.35</b>
<b>CIL Account 60-16-09 75657562</b>	<b>Payments</b>	<b>Receipts</b>	<b>Balance</b>
<b>Balance October 1 2021</b>			<b>£19,213.18</b>
CIL receipt		£6,994.25	
<b>TOTAL</b>	<b>£0.00</b>	<b>£6,994.25</b>	
<b>Balance October 31 2021</b>			<b>£26,207.43</b>
<b>TOTAL PARISH BALANCES</b>			<b>£94,493.15</b>



ITEM	GENERAL	CIL	LNP	CHART	VAT amount	Approval / notes	CHQ
Sophie Cross - Clerk monthly salary (NET)	£858.44				£0.00	<i>As per contract</i>	
Sophie Cross - Clerk WFH allowance June	£18.00				£0.00	<i>As per contract</i>	
EDF Energy - monthly electricity for parish office	£23.00				£3.83	Approved running costs	
CAAMP balance of fees – Surrey County Council	£9,600.00				£1,600.00	Approved as part of CAAMP project. Requires discussion re method of payment	606
Wreath for Remembrance Day. Royal British Legion	£25.00					General Running Costs	607
Horsetrough plants for winter – Bob Harvey	£28.99				£4.83	General running costs	
Grit Bins and Spreader – Glasdon Ltd	£842.28				£140.38	Winter maintenance / Grit Bins approved October 2021	
PO Box renewal (Awaiting copy invoice to confirm cost) Royal Mail	£283.50				£46.25	<i>General Running Costs. NB this has increased from last year.</i>	
<b>TOTAL</b>	<b>£11,709.21</b>	<b>£8,100.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£3,145.29</b>	<b>£19,809.21</b>	
<b><i>Upcoming likely to be paid before next meeting</i></b>							
Resurfacing and groundwork for Grub Street/Sandy Lane bridleway		£8,100.00			£1,350.00	<i>Approved project September 2021 – for Payment in December</i>	
Newsletter print for December newsletter	£263.00					Approved running cost - Communications/printing	
Christmas trees for village , lights and note printing - max	£250.00						

## LPC FY 2022 to 2023 Budget Proposal

- Projected Carryover funds of £41,907.01.
  - Includes £ 2500 for the 2<sup>nd</sup> VAS at Bluehouse Lane and the Community Orchard.
  - This has been adjusted for the contingent reserves of 50% of Precept and the Chart decommissioning reserve of £10,000.
- No change in Precept of £33,315.
- No change in contingent reserves of 50% of Precept.
- VAT return estimated to be £2000.
- Assumes no CIL revenue.
- Agreed to ring fence £10,000 for Village Parking opportunities.

### Total Funds Available for FY22-23: £67,222.01

**Funding Constraints:** £20,267.58 of total funding limited to Chart and CIL spending conditions.

**Unconstrained Funds:** £46,954.43

### Proposed Spending (including VAT):

Running Costs (including 5% contingency):	20,129.55
Village Maintenance Fund:	3,000.00
S137 Grants:	
	1,500.00
Councillor Discretionary Spending:	1,500.00
Limpsfield Way Maintenance:	2,400.00
Footpath Projects:	7,200.00
Conservation Area Upgrades:	10,000.00
<b>Total Proposed Spending FY22/23</b>	<b>45,729.55</b>

Running Costs (excluding the Village Maintenance fund) = 60% of Precept

Footpath and LW Maintenance funded from CIL

Cllr Thomas Briggs – Finance Committee Chair