



***Minutes of the MONTHLY PARISH COUNCIL MEETING held on 10th
October 2022, 7pm***

Attending Councillors: John Thompson (Chair), Laila Turner (Vice Chair), Ann Osborn, Jenny Williams, Philip Bailey, Bob Harvey, Mark Wilson and Thomas Briggs.

Clerk: Sophie Martin

County & District Councillors: Claire Blackwell, Ian Booth and Cameron McIntosh

1. APOLOGIES FOR ABSENCE

Bernie de Haldevang – work commitments

2. DECLARATIONS OF DISCLOSABLE INTEREST

3. MINUTES FROM LAST MEETING

Minutes from September 26th Meeting. Signed without further comments.

4. PUBLIC SESSION

None

5. COUNCILLORS' REPORTS (Claire Blackwell/ Ian Booth and Cameron McIntosh)

Cameron McIntosh

- Surface Dressing Moorhouse looks good. Has been completed on the entire road.
- Pre-patching on Kent Hatch Road taking place this week. Middle section – for surface dressing next financial year. Ridlands Lane to A25 will be full re-surface.
- B269 – cats' eyes being installed – to be closed. SM to confirm dates.
- Signage graffiti on Limpsfield Chart has been reported (BH).
- Wolf's Row resurfacing – delayed due to the gas works – likely to go ahead in November. Date to be confirmed.
- New contractor and inflation increasing costs is slowing things down a bit as it has dramatically increased the cost of all works scheduled for this year.
- As part of the 'Healthy Streets for Surrey,' to deliver high quality, attractive, safe, accessible and sustainable development, developers will need to contribute to the surrounding streets – trees, pedestrianisation – taking a more holistic view across the county. This strategy could feed into the Parking Review for Limpsfield Village – in terms of speed limits, pedestrianisation etc.
- Local Committees are ceasing. In terms of any implications for parish councils,
- Parking Enforcement is likely to come back into Surrey. Instead of contracting out, Surrey will be investing in the service. Verge cutting (which is already done by SCC in Tandridge anyway).

Parking Review –

PB would like to ask how the parish council can be informed about the process and have more input. The current Parking Review is in progress – suggestions being received until November.

CMcl has let us know in the past when the review deadlines are up. The PC is treated in the same way as all other residents in terms of consultation through the online submission, plans and consultation process. There will always be time to make further comments on parking review items, or to suggest changes or add to the review.

Parish Council to look at any suggestions. Any potential solutions that may come out of the CAAMP parking discussions could be put forward into a review.

Any suggestions going forward should note that they are coming from the Parish Council. Regarding the double yellow lines on Ridlands Lane, Cllr McIntosh notes that the lines are likely to be removed as they have done their job (having been installed during Covid when parking for Ridlands Grove was deemed dangerous to other traffic and pedestrians with vehicles parking badly and on the bends).

Some discussion follows as Bob Harvey questions the process costs and whether the lines were necessary in the first place. Does not believe the lines were necessary. The lines were deemed necessary by SCC and had been request by the residents of that part of Ridlands Lane.

Claire Blackwell / Ian Booth

- Planning protocol. CB gives overview of the new protocol in terms of calling in an application. Believes that a good solution has been achieved. There always have to be good reasons for an application to be called in. If there are sufficiently good reasons, it will always be called in. If the Chief Planning Officer does not believe there are good enough reasons to go to committee, discussions will be had with other committee members. The Chief Planning Officer will have discussions with ward member who called it in, and that ward member will decide if they still want it to be called in or not so the decision will ultimately be left with the ward and not made by the Chief Planning Officer, which CB believes is much better than previous protocol. This has to go to full council but will then be in the published protocol.
- The Grasshopper update. Following the most recent planning application that was withdrawn, there have been discussions about the building, but Claire Blackwell is not party to them and does not believe there is any resolution. The building is a building of character and not a listed building and any compulsory purchase could take years. No change at the moment but she will keep the council informed.
- TB notes that there has been fly tipping outside of the barrier fences at The Grasshopper. CB says this needs to be reported.

6. CHAIRMAN'S NOTE

Clerk's appraisal to be discussed at the end of the meeting.



7. FINANCE UPDATE (Cllr

Mark Wilson)

7.1. Payments / Receipts Committee has approved them for October. Attached

October 2022 – The Finance reviewed all the payments and

7.2. Q2 Reconciliation has been reviewed and recommended for approval by Finance Committee. Approved and signed by the Finance Committee

7.3. Overview of 6-month budget reconciliation – an overview of the current status is given in terms of balances and expenditure to date, as presented to the Finance Committee on 6 October by the RFO.

7.4. Approval of Financial Regulations 2022 – document reviewed and amended at the Finance Committee and circulated to all for approval at next meeting

7.5. Approval of Standing Orders 2022 - document reviewed and amended at the Finance Committee and circulated to all for approval at next meeting

7.6. Approval of Risk Assessment 2022 – document reviewed and amended at the Finance Committee and circulated to all for approval at next meeting

7.7. Initial Budget overview suggestions – Discussion about timing and process for Councillors' submissions for budget items.

7.8. Notes from Finance Meeting – Minutes have been circulated.

8. PLANNING UPDATE (Cllr Jenny Williams)

8.1. Any urgent Planning applications for discussion
None that require urgent discussion.

8.2. Recent determinations or appeals to note:

- 82 Granville Road – approved on retrospective application despite LPC objection. LPC will be issuing a letter of complaint to TDC/Planning Committee on how this application was handled.
- Beresford Court – approved on “exceptional circumstances”. LPC objected
- 29 Granville Road – in appeal. To be decided. LPC commented.
- Telecoms Masts – both in appeal and still to be determined. LPC objected.
- Edenbrook – in appeal and still to be determined. LPC objected.
- Hillview Farm – District Councillor Ian Booth has asked for this application to be called in to Planning Committee. IB to advise when this will be. LPC objected.

MW would like to note that Andrew Bailey, new owner of Dorothy's Cottage will be meeting Chris Reynolds regarding development of the Dorothy's Cottage site in alignment with the existing approved application.

8.3. Update regarding Gaywood Solar application

LPC has submitted our objection which has been circulated to all, including Edenbridge Town and Sevenoaks District Councils. The letter is also on our website.

The application will go to Planning Committee – date TBC.

Cliff Thurlow is intending on gathering all members together to discuss the application, potentially including members of Sevenoaks DC.

PB would like to know which DC is ultimately responsible for reviewing and deciding on the application? CB says this is unclear at the moment and to be confirmed by CB/IB as to how the joint process will work. Richard Elder is no longer the planning officer for the case.

It is a very complicated situation with two authorities. Claire Blackwell notes that there is no fixed deadline for big applications like this, and cannot be decided until all information is in. It could take some time to come to Planning Committee. She will keep the LPC informed.

9. NEIGHBOURHOOD PLAN UPDATE (Cllr Ann Osborn)

Mulberry Tree at the Parish Office has now been planted. Clerk is organising a plaque. Ann Osborn notes that the Footpath Report and proposed works was agreed at last meeting and various items have been actioned to date or are underway.

Thomas Briggs notes that there are some complaints by golfers about walkers, cyclists and riders going across the golf course without looking. TB to forward a list of locations to the Clerk. There are a couple of "Beware Golfers" signs going up as part of the Limpsfield Way and Community Cycle Route.

10. CAAMP (Cllr Jenny Williams)

10.1. Report and forward plans for discussion

Jenny Williams talks through the CAAMP implementation plan and division of tasks.

Document circulated

A discussion about how the budget proposals should be presented.

Ann Osborn would like the smaller items agreed now.

It is agreed that the allocation of items to Planning Committee and Neighbourhood Plan Committee be approved now and JW and AO will provide a more detailed budget overview of the project items for approval at the next meeting in November.

JW proposes that the Council approves the allocation of the CAAMP implementation. PB seconds. All agreed.

TB would like to see a plan of the items with costs against.

MW would also like a sense of the overall scope of the implementation.

10.2. Parking & Traffic Report / notes from August meeting. Report and proposal has been circulated. Ann Osborn gives brief overview of the report and forward process, which essentially now entails the organisation of a meeting with Highways about potential / feasible solutions. *To note: Cameron McIntosh will help with this process and will ensure the relevant officers are present (they have recently changed)*

11 CHART PLAYGROUND (Cllr Bob Harvey)

10.2. Condition report – There are a couple of damaged swings, which have been taped by Safeplay inspectors and which Bob Harvey has reported to Ian Hudson. Has also reported to Jim Lewthwaite. CB and IB will chase Ian Hudson to get this done. Rest is OK.

11.AOB

- 11.1. **Grub Street Litter Bin.** Was approved last month. Bob Harvey would like to propose that we buy a second bin for the Glebe Meadow. BH proposes. LT seconds. All agreed. There may be a need for installation cost depending on the difficulty of digging out the base.
- 11.2. **Christmas/Light Up Limpsfield** - update and budget proposal.
TB Proposal for up to £250 for Christmas lights and trees
TB moves that we purchase a wreath for the British Legion remembrance service. JW seconds.
- 11.2 **Oxted Health Centre** – There has been a lot of discussion as to how the Oxted Health Centre is currently operating with regards to a number of complaints and general negative views of its operation and service.
The Chairman would like to set up a meeting with the Health Centre management.
- 11.3 **Parish MAPS** – John Thompson is keen to see the map project finally complete. The Clerk has now scanned a number of the parish maps and the majority are in sleeves ready to go to the Oxted Library this week. The remainder will be done shortly. Mark Wilson still has some at his property, and Philip Bailey has one box. All agree that The Tithe Map and other large map should be digitised and then sent to Surrey History Centre for safekeeping. Clerk to implement this.

BH proposes Christmas a Christmas dinner be organised (funded by councillors not the LPC)

Minuted part of the meeting ended 9.11PM

Appraisal of the clerk continues without her present.



John Thompson Chair of Limpsfield Parish Council

ANNEX 1 - PAYMENTS & RECEIPTS - 10 October 2022

Balances at 30 SEPTEMBER 2022

LPC Account 60-16-09 75573407	Payments	Receipts	Balance
Balance 1 September 2022			£38,859.13
SM monthly salary (NET) - including additional project admin hours (August)	£1,040.74		
SM WFH allowance	£18.00		
HMRC Month 4	£218.63		
EDF - electricity parish office	£52.00		
ICO - GDPR	£35.00		
	£1,364.37	£0.00	
Balance September 30 2022			£37,494.76
LNP Account 60-16-09 75647745	Payments	Receipts	Balance
Balance 1 September 2022			£22,451.56
Map box - Ann Osborn reimbursement	£33.48		
The WordBird - Sophie Cross - Design of website and all graphics for information boards; design of printed/downloadable walking maps	£1,200.00		
Safeplay Ltd - Rest & Play installation and operational inspection	£384.00		
Printing of maps for Limpsfield Way	£192.00		
	£1,809.48	£0.00	
Balance September 30 2022			£20,642.08
Playground Account 60-16-09 75573415	Payments	Receipts	Balance
Balance 1 September 2022			£15,251.43
TOTAL			
Balance September 30 2022			£15,251.43
CIL Account 60-16-09 75657562	Payments	Receipts	Balance
Balance 1 September 2022			£17,034.34
Conservation & Access Priest Hill gate adjustment	£150.00		
TOTAL	£150.00	£0.00	
Balance September 30 2022			£16,884.34
TOTAL BALANCES OF PARISH ACCOUNTS			£90,272.61

ACTUAL BALANCES ex LNP (YOUR FUND SURREY GRANT MONEY)

£69,630.53

PAYMENTS FOR APPROVAL / TO



NOTE - OCTOBER 2022

ITEM	PAYEE	GENERAL	CIL	LNP	CHART
SM monthly salary (NET) - including additional project admin hours	Sophie Cross	£953.09			
SM WFH allowance	Sophie Cross	£18.00			
HMRC Month 5	HMRC	£212.89			
EDF - electricity parish office	EDF	£52.00			
Daffodils for Village area x 2 invoices	Ann Osborn	£93.97			
Mulberry Tree for Jubilee	Laila Turner	£70.00			
Broomlands bus stop repairs	Andrew Jackson	£525.00			
Horsetrough seat repairs - Detillens Lane	Andrew Jackson	£238.00			
Room hire for School Hall - November and December.	Limpsfield CofE Infants School	£80.00			
Bins for Grub Street and Glebe Meadow – <i>Estimate maximum.</i>	Earth Anchors TBC		£1,000		
Andrew Jones / Just the Jones - late invoice for installation of kissing gate for FP75 at Park Road. <i>Estimate expected</i>	Andrew Jones		£460.00		
TOTAL		£2,242.95	£1,460.00	£0.00	£0.00

YFS PAYMENTS - LIMPSFIELD WAY PAYMENTS - OCTOBER 2022

ITEM	PAYEE	LNP	VAT amount
Ann Osborn reimbursement	Ann Osborn	£59.95	£9.99
Aggregate on Link path from Oxted (Granville Road)	Conservation & Access	£1,620.00	£270.00
Vendeca Refund	Vendeca Refund	-£179.93	
Additional Waymarking Discs	Fitzpatrick Woolmer	£144.60	£24.10
<i>Coming up - awaiting invoice</i>			
		£1,644.62	£304.09

ANNEX 2

LIMPSFIELD PARISH COUNCIL OVERVIEW - EXPENDITURE TO DATE 2022-2023

Projected Balance of Funds Available end of March 2023 - based on balances October 10 2022 - not including LNP A/C.		
Assumes all budgets are spent.	£40,684.26	0
LESS RESERVES - £16658 (GENERAL) & £10,000 (CHART ACC RINGFENCED RESERVE)	£14,026.26	0

Maintenance / Parish Assets	Total spent to date	% of budget
Parish Assets & Maintenance	£1,818.00	61%
FOOTPATHS and Bridleways	£930.00	13%
Other projects:	£0.00	0%
<i>Christmas - Light Up Limpsfield</i>	£0.00	0%
<i>Jubilee Activity (bench, mulberry tree, Street Party)</i>	£21.00	1%
<i>Archiving Parish Records</i>	£317.62	34%
<i>Balance of CAAMP Comms project</i>	£239.40	51%
<i>Bus Shelter Refurbishments</i>	£921.54	87%
<i>Second Bluehouse Lane VAS</i>	£0.00	0%
<i>Grub Street Benches</i>	£1,308.92	109%
CAAMP projects / enhancement	£0.00	0%
Parking Fund	£0.00	0%
LW Maintenance	£0.00	0%
YFS Contribution from CIL AC £4343	£0.00	0%
Grants & Discretionary items	£1,184.98	34%
General Running Costs	£15,376.20	76%
Total Expenditure to Date	£22,117.66	32%