



Minutes of Limpsfield Parish Council of the MONTHLY PARISH COUNCIL MEETING held on 12th December 2022, 7pm at St Peter's Millennium Room.

Attending: Parish Councillors John Thompson, Jenny Williams, Ann Osborn, Philip Bailey, Thomas Briggs, Laila Turner and Mark Wilson. District & Surrey councillors: Ian Booth and Claire Blackwell. Clerk: Sophie Martin

1. APOLOGIES FOR ABSENCE

Bob Harvey, Bernie De Haldevang, Cameron McIntosh.

Mark Wilson will be late.

2. DECLARATIONS OF DISCLOSABLE INTEREST

3. MINUTES FROM LAST MEETING

Signed with change to TOR note.

4. PUBLIC SESSION

None

5. Cllr CATHERINE SAYER – Leader of TDC

Leaders all fairly concerned about the County Deal as they believe too much power would be taken away from the District and Borough Councils. 11 Districts & Boroughs have come together, having written to Tim Oliver Leader of Surrey County Council, and attended a subsequent meeting where Cllr Oliver agreed to re-focus Housing Strategy.

Catherine Sayer gives overview of what the D&Bs are proposing to Tim Oliver. *Letter to Tim Oliver and proposals by the Surrey Leaders attached.*

TDC Finances: They were left in a very bad state in general and with a large hole in finances due to a pension error. Many other D&Bs are using reserves, but TDC doesn't have any reserves. A lot of great work had been done to date to rectify this situation, but inflation and the effect on contracts has now had a big impact in expenditure predictions. 2022/23 inflation has risen from 5.5% now 11.1%. Staff cutting program has started for Future Tandridge. However, planning has been ring-fenced and there will not be any planning redundancies. Bring Banks will be removed as they are mis-used anyway. Green

Waste charges to increase. No change to 2-hour free parking, but charges *may* increase by 10%.

TDC Planning: The Local Plan has not worked to date. But it is still in the background without money being spent on it. Interim Policy Statement for Housing will focus on previously developed land, housing sites within the emerging plan (x9) and sites in Neighbourhood Plans that could be brought forward. CS/CB will forward the nine sites in question.

AONB – it will be expanded in Oxted and Limpsfield, but the actual boundaries have not yet been published. Consultation starts on 23 February. No detailed maps at present and nothing definite.

Tanhouse Road – illegal caravan site. Temporary Stop Notice has been issued. There has been a planning application submitted. The police would not get involved.

Questions: TB – would like to know the difference between Unitary Authority vs County Deal. County councils are responsible for functions such as transport, social care and education. District councils are responsible for matters including housing, planning and waste collection. Unitary authorities are responsible for all these functions within their area. County Deals have been introduced as a workable step towards devolution. SCC applied for L3 Unitary Authority (Level 3 powers are reserved for areas that agree to establish the role of a directly elected mayor), which they did not get approved. Catherine Sayer believes a Single Unitary Authority would be too big but says that the Surrey Leaders would be happy for 2-3 authorities.

Districts and Boroughs do not have direct access to government. So that is where the frustration lies in terms of putting across agenda. SCC does want to take D&Bs with them (supporting them). CS believes that SCC wants to centralise as much as possible and gain more financial control of the county.

TB: Is there anything that PCs should be concerned about or be doing to prepare? CS believes not. PCs are not threatened at this point.

PB: Question about Gaywood Farm. Seemed to be an impression that officers were not in favour of the development, but what is the update on this application in terms of discussion with Sevenoaks? CB believes it will come to Committee shortly. TDC doesn't know Sevenoaks DC's opinion on the application, but it will also go to Sevenoaks Planning Committee. The two councils will attempt to make their individual decisions on the same night to avoid any discrepancies and legal issues. If one approves and one refuses, it is still refused. Both have to approve in order for it to go through.

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

Notes circulated from Cameron McIntosh (attached as circulated).

Notes Circulated from Cllr Booth regarding Hookwood Bungalows (attached as circulated). Some residents would like the parking to be increased/reconfigured. Tricky parking due to fencing on the opposite side of the lane. Tandridge has gone to away to look at giving them some additional space.

Hillview Farm refused.

New road signs on Moorhouse Road.

7. CHAIRMAN'S NOTE - none

8. FINANCE (Cllr Mark Wilson)

8.1. Payments / Receipts December 2022. Balances noted and payments agreed.

8.2. Budget discussion: Philip Bailey would like to see the major budget items to be more clearly allocated to accounts. Would also like Mark Wilson to distinguish in the budget between "earmarked" and "budgeted". Footpaths would for example be "earmarked" funds but still require budget proposals to be submitted for approval.

PB and LT concerned over running costs and would like maintenance.

PB would also like to review the Chart Orchard commitment.

MW would like to propose the approval of the budget as amended following last month's discussion - to include potential election. TB seconds. All in favour.

9. PLANNING (Cllr Jenny Williams)

9.1. Revision of Planning TOR with regards to quorum. Small change to the quorum from 4 to 3 members and carried with 2 parish councils.

Philip Bailey has suggested the following small addition at the end of p2 of the Committee Members & Voting section - for clarification: **"...unless any voting member requests that the matter be referred for determination by the Parish Council as allowed for hereunder."** JW proposes the amended TOR. MW seconds. All agreed and amended Planning TOR approved.

9.2. Report from TDC Planning Committee meeting re. Hillview Farm.

Went to full committee on 8 December. MW attended on behalf of LPC. Two motions presented about sustainability of small housing development vs small commercial development – refused. Second motion regarding the importance and viability of the site for local employment was carried so the residential planning application was refused. Expected to go to appeal. There was some discussion regarding legality of

some of the tenants, but no enforcement had ever been undertaken by TDC. The previous application was turned down on appeal. This time there is a very good Officer's Report on the application.

MW re Planning Policy – call for sites – one of parameters being the preservation of AONB candidate areas with regards to developments was lacking in any argument.

9.3. Any urgent Planning applications for discussion / ratification

No urgent applications that will need to be addressed

9.4. Recent determinations to note – none of note except Detillens House annexe. This was allowed at appeal. There will be a meeting in the new year about applications that have been approved, where LPC has objected.

9.5. AOB

Tatsfield Neighbourhood Plan. We have not received any emails about this. Reg 16 Consultation started end of November. Clerk has emailed the appropriate Tandridge District Council staff members for clarification on process and to note our wish to be consulted.

10. NEIGHBOURHOOD PLAN (Cllr Ann Osborn)

10.1. Letter to Highways. Cameron McIntosh noted in his report that he had received a letter. LPC Chairman to write another letter to Ms Hannam requiring a direct response from her with regards to request for a meeting to discuss traffic and parking issues in Limpsfield Village.

PB would like to note that he would still want a professional consultant to be engaged in order to give an independent professional analysis of viable traffic calming / parking measures that can then be taken up with Highways Engineers.

11. CAAMP - Projects update.

11.1. JW: Steam cleaning of ironstone. Two quotes received to date and another expected in order to discuss three quotes at next meeting. AO / JW will also talk to Chris Reynolds about the process of undertaking the work.

11.2. AO: Replacement litter bins for the Conservation Area have been ordered and installation will be undertaken as soon as all the bins have been delivered to the contractor.

12. HIGHWAYS

No updates.

13. PARISH ASSETS

No updates.

14. CHART PLAYGROUND (Cllr Bob Harvey)

Bob Harvey to submit his report ASAP. SM to request inspection reports from TDC.

15. AOB

15.1. Clerk Pension is being actioned by NEST/NatWest and Tom Briggs.

15.2. Oxted PPG – There have been some communications coming out on social media with regards to questions about the service. Bernie de Haldevang will continue his communication with other Parish Councils in the new year and request meeting with Chairman of Oxted PPG (David Borer).

Meeting ended 20.27. Next meeting 9 January 2023

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, Chair

Councillor T Oliver
Leader of Surrey County Council
Woodhatch Place
11 Cockshot Hill
Reigate, Surrey
RH2 8EF

15 November 2022

Dear Tim,

Last Friday, District and Borough Leaders met with the objective of considering current relationships with the County and in particular the engagement process in relation to the accommodation, housing, and homes strategy. Although serious concern was expressed at the speed at which the County is progressing this strategy, given that the priority areas were not agreed to by Leaders at the Delivery Board, it was agreed that District and Boroughs will continue to be represented at the meetings scheduled for 16th November and 8th December. However, given the concerns about the process it was agreed not to accept the offer of a meeting with Inner Circle Consulting at this stage.

You are aware that Leaders are concerned about the County's decision to centralise services that have for many years been devolved to Districts and Boroughs without appropriate consultation, the return of on-street parking enforcement to County control being a prime example. The view of Leaders is that more not fewer County services should be devolved to District and Borough level as part of any future County Deal arrangements, and I will be forwarding a jointly agreed note about this later in the week.

In addition, a number of recent decisions by the County have caused serious concerns to Districts and Boroughs. Several examples were raised at the meeting, and I will provide just a couple of these. First our understanding is that the County is engaged on an employment land supply strategy, again without any consultation with Districts and Boroughs, which is likely to have a serious effect on Local Plans and could create an evidence base for developers in which Districts and Boroughs would have had no involvement. Secondly, the statement made by a County Cabinet member at the recent Developer's Forum in Guildford that all CIL funding should go to the County which would use it more effectively than Districts and Boroughs. Other serious concerns were voiced.

It is clear that there are issues that it is important that District and Borough Leaders have an opportunity to discuss with you, and we would welcome a joint meeting at the earliest opportunity when these concerns and our future working relationship with County can be discussed. We would be happy to provide an agenda.

All Districts and Boroughs have very similar concerns about the County Deal proposals, the lack of meaningful consultation and some of the processes employed by the County to further

its agenda. However, we all recognise that it is in the interests of our residents for us all to work together. Consequently, I am sending this letter as Chair of the Group on behalf of all District and Borough Leaders and I would be grateful for your suggestions of possible dates for the joint meeting referred to above.

Yours sincerely

Stephen Cooksey
Leader of Mole Valley District Council
Chairman of the Surrey Leaders Group

COUNTY DEAL – PROPOSALS FOR DEVOLUTION TO DISTRICTS AND BOROUGHES

- (i) to be devolved from Surrey County Council to Districts and Boroughs:
 - power to set priorities for local highways projects within an agreed proportion of the total Surrey County Council highways budget (that reflects the District's total road mileage in the District or Borough and gives weight to the total usage of the highways network) and to commission the implementation of the prioritised highways work from Surrey County Council.
 - power to determine planning applications for developments in the Districts and Boroughs relating to land and property owned by Surrey County Council, if the majority of Districts and Boroughs request it
- (ii) Districts and Boroughs to be able to influence:
 - the provision and co-ordination of SCC's public transport services within the Districts and Boroughs.
 - decisions regarding changes of use or development of Surrey County Council owned land and assets within the Districts and Boroughs.
- (iii) Districts and Boroughs to retain:
 - access to funding which is currently allocated to Local Economic Partnerships and similar bodies to distribute.
 - control and authority over:
 - housing and planning functions.
 - the allocation of proceeds from the Community Infrastructure Levy or successor schemes.
 - on-street parking enforcement.
- (iv) Districts and Boroughs are seeking closer collaboration on policies relating to:
 - Young people - youth work and the agenda around youth / skills hubs
 - Public health / Health and Wellbeing with a particular focus on delivery at the local level.
 - Climate Change - improved partnership working with greater ownership and empowerment at the operational District and Boroughs level.

LIMPSFIELD PARISH COUNCIL PLANNING COMMITTEE TERMS OF REFERENCE

General

The Parish Council's Standing Orders and Code of Conduct shall apply to the planning committee (the "Planning Committee" or the "Committee") and its members.

Nothing in these terms of reference shall prevent the Parish Council from dealing with any matter that might otherwise be dealt with by the Committee.

To allow planning applications made to Tandridge District Council (or any similar body) that directly or indirectly affect the Parish of Limpsfield (a "Planning Application(s)") to be considered on a timely basis, planning applications will be considered at the Parish Council meeting or at the Planning Committee meeting. Planning Applications considered at the Parish Council meeting will be considered and determined by the Parish Council in accordance with its Standing Orders. Planning Applications considered by the Planning Committee will be determined by the Planning Committee except as set out in the paragraph headed "Committee Membership and Voting" below. Any determination by the Committee will be reported at the following Parish Council meeting and recorded in the minutes of that meeting.

Purpose

To make decisions on behalf of and recommendations to the Parish Council on responses to consultations from Tandridge District Council on individual Planning Applications and planning appeals;

To represent the Parish Council at any Tandridge District Council Planning Committee meeting at which a Planning Application located in or relevant to the Limpsfield Parish is being considered;

To undertake periodic reviews of planning decisions affecting the Parish of Limpsfield and report to the Parish Council;

To review the impact of new and emerging planning policies on the Tandridge Local Plan and the Limpsfield Neighbourhood Plan and make recommendations to the Parish Council;

To oversee the preparation of a Conservation Area Assessment and Management Plan for the Limpsfield Village Conservation Area, in accordance with a timescale and financial framework agreed by the Parish Council;

To oversee a review of heritage assets across the Parish, in accordance with a timescale and financial framework agreed by the Parish Council; and

To undertake such other tasks as may from time to time be referred to it by the Parish Council.

Planning Committee Meetings

Planning Committee meetings will be held on the 4th Tuesday of each month (or such other date as may be advised to members of the Committee with reasonable notice). Meeting agendas and minutes will be prepared and published in accordance with the practices of the Parish Council. Planning Committee agendas and minutes will be circulated to all Parish Councillors.

Members of the public shall be entitled to make written representations to the Committee or the Parish Council on agenda items and may speak at a meeting of the Committee or the Parish Council with the permission of the Chair.

Committee Membership and Voting

Membership of the Committee shall be three Parish Councillors and at least one co-opted member with relevant experience in development planning or a related area, to be appointed annually at the annual meeting of the Parish Council. A Chair will be appointed at the first meeting of the Planning Committee following the annual meeting of the Parish Council.

A quorum shall be three members of the planning committee, with at least two members being Parish Councillors. A vote shall be carried with two parish councillors. In the event of a split vote the Chair's vote will be final, unless any voting member requests that the matter be referred for determination by the Parish Council as allowed for hereunder.

In the event that one or more Parish Council members are unable to attend a Committee meeting, the Committee Chair may nominate a Parish Councillor(s) to deputise for the absent Committee member(s), to ensure the necessary quorum for the Committee meeting. In the event of there being no quorum for voting purposes at any meeting, for matters that need timely consideration the chairman can consult with members of the Committee by email and seek a quorum for voting purposes, which should then be ratified at the first opportunity (e.g. Parish Council Monthly Meeting).

All Committee members (including those nominated to deputise for an absent Committee member) will be voting members of the Committee. Only members (or their deputies) of the Committee may vote on agenda items but other Councillors may attend meetings of the Committee in that capacity and may speak with the permission of the Chair but shall not be entitled to vote (unless acting as a deputised member of the Committee).

All decisions and/or determinations of Planning Applications made at a meeting of the Committee put to a vote will be decided by a simple majority of those Committee or Parish Council members entitled to vote. In the event of an equality of votes the Chair of the meeting may exercise his/her casting vote whether or not he/she gave an original vote.

Any Parish Councillor, whether attending a Planning Committee meeting or not, may require that any matter (but in particular concerning any Planning Application) that can be determined by the Committee shall instead be referred for determination by the Parish Council. Any such requirement to be advised to the chairman of the Committee in a timely fashion.

Approved changes at Meeting 12/12/22

ANNEX 1 - PAYMENTS & RECEIPTS - 12 December 2022

Balances at 30/11/2022			
LPC Account 60-16-09 75573407	Payments	Receipts	Balance
Balance at 1/11/2022			£34,475.97
<i>SM monthly salary (NET) - NOTE: CHQ not cashed in November</i>			
Precept Part 2		£16,657.00	
SM WFH allowance	£21.00		
HMRC Month 6	£154.49		
EDF - electricity parish office	£52.00		
Charlie Hayward - mowing	£444.00		
Michael Butcher - mowing and chart orchard	£648.00		
Bob Harvey - wreath	£25.00		
St Peter's Church - Xmas parade tree	£45.00		
Sophie Cross - reimbursement for Mulberry Tree plaque and Ink	£242.70		
Ann osborn - bulbs	£81.63		
Andi Dean - planting	£100.00		
Limpsfield School - room hire November and December	£80.00		
Conservation & Access path works	£1,080.00		
Transfer from CIL for the above (net of VAT)		£900.00	
	£2,973.82	£17,557.00	
Balances at 30/11/2022			£49,059.15
LNP Account 60-16-09 75647745	Payments	Receipts	Balance
Balance at 1/11/2022			£13,650.24
Hillcrest Oak and Wood	£603.50		
Sophie Cross - reflectors	£56.00		
	£659.50	£0.00	
Balances at 30/11/2022			£12,990.74
Playground Account 60-16-09 75573415	Payments	Receipts	Balance
Balance at 1/11/2022			£15,251.43
TOTAL			
Balances at 30/11/2022			£15,251.43
CIL Account 60-16-09 75657562	Payments	Receipts	Balance
Balance at 1/11/2022			£16,571.34
CIL payment TDC		£1,854.48	

TFG to General expenses for Footpath works - Conservation and Access invoice net of VAT	£900.00		
TOTAL	£900.00	£1,854.48	
Balances at 30/11/2022			£17,525.82
TOTAL PARISH BALANCES			£94,827.14

BALANCES ex LNP / Your Fund Surrey

£81,836.40

Payments for approval 12 / 12 / 2022								
ITEM	PAYEE	GENERAL	CIL	LNP	CHART	VAT amount	Approval / notes	BACS/CHQ
SM monthly salary (NET)	Sophie Cross	£995.36				£0.00	General Running Costs. As per contract	
SM WFH allowance	Sophie Cross	£21.00				£0.00	General Running Costs. As per contract - Staff Costs	SO
SM - refreshments for LNP meeting at The Bull	Sophie Cross	£15.64				£0.00	General Running Costs	BACS
EDF - electricity parish office	EDF	£52.00				£0.00	General Running Costs	DD
HMRC PAYE Month 7	HMRC	£149.54				£0.00	General Running Costs	BACS
SM - Christmas tree lights / batteries	Sophie Cross	£33.97				£0.00	Christmas 2022	BACS
Payroll October 2022- March 2023	DM Payroll	£60.00						
Christmas Tree	Northdown Nursery	£70.00				£0.00	Christmas 2022 - Awaiting invoice	BACS
Clearance of the Pebble Hill path and shrubs	Conservation & Access		£1,272.00			£212.00	AGREED November 2022 meeting - for payment December after works completion	BACS
Bin for Ebbutts	Glasdon		£227.86			£37.97	AGREED November 2022 meeting - awaiting delivery	BACS
Bins for Conservation Area	Earth Anchors		£472.80			£78.80	AGREED November 2022 meeting - awaiting delivery	BACS
Bins for Grub Street and Glebe Meadow	Earth Anchors		£1,164.00			£194.00	Approved September 2022 and October 2022 (Glebe)	BACS

Bins for Conservation Area - Installation - FOR APPROVAL DECEMBER	Nick Dance		£360.00			£60.00	Quote for formal approval at December 2022 meeting	BACS
TOTAL		£1,397.51	£3,496.66	£0.00	£0.00	£582.77	£4,894.17	

YFS PAYMENTS - LIMPSFIELD WAY PAYMENTS DECEMBER 2022						
ITEM	PAYEE	LNP	VAT amount	Approval / notes	BACS/CHQ	Status
SLOW Pedestrians sign for Hookwood Path/Cycle Route	Not yet ordered. With MW for approval					
Installation of Bollards & Signage - Hookwood LC	Conservation & Access	£702.00	£117.00			
FDK Map amendments	FDK Design TBC	£192.00	£32.00			
TDC Printing of new LW maps x 500	Tandridge District Council estimate	£240.00	£40.00			
Aggregate Work for Golf Course pathway LC/LW Part II	Conservation & Access	£3,480.00	£580.00			
Aggregate Work for Golf Course pathway LC/LW Part I	Conservation & Access	£9,600.00	£1,600.00			
		£14,214.00	£2,369.00			

LIMPSFIELD PARISH COUNCIL OVERVIEW - EXPENDITURE TO DATE 2022-2023

Projected Balance of Funds Available end of March 2023	£51,402.87	£0.00				
AFTER RESERVES deducted - 16658 & 10000 (CHART)	£24,844.87	£0.00				
				<i>Potential Remaining to spend by account</i>		
Overview category spending:	Budget	Total spent to date	% of budget	GENERAL	CIL	CHART
General Running Costs	£20,113.00	£19,092.30	95%	£1,020.70	£0.00	£0.00
Grants & Discretionary items	£3,500.00	£1,435.60	41%	£2,064.40	£0.00	£0.00
Parish Assets & Maintenance	£3,000.00	£1,672.00	56%	£1,328.00	£0.00	£0.00
<i>LW Maintenance</i>	£2,400.00	£0.00	0%	£2,400.00	£0.00	£0.00
<i>0</i>	£0.00	£0.00	0%	£0.00	£0.00	£0.00
<i>FOOTPATHS and Bridleways</i>	£7,200.00	£2,478.00	34%	£0.00	£4,722.00	£0.00
Other projects:	£0.00	£0.00	0%	£0.00	£0.00	£0.00
<i>Christmas - Light Up Limpsfield</i>	£200.00	£150.97	75%	£49.03	£0.00	£0.00
<i>Jubilee Activity (bench, mulberry tree, Street Party)</i>	£2,700.00	£304.72	11%	£2,395.28	£0.00	£0.00
<i>Archiving Parish Records</i>	£928.00	£317.62	34%	£610.38	£0.00	£0.00
<i>Balance of CAAMP Comms project</i>	£468.00	£239.40	51%	£228.60	£0.00	£0.00
<i>Bus Shelter Refurbishments</i>	£1,065.00	£1,159.54	109%	£0.00	£0.00	£0.00
<i>Second Bluehouse Lane VAS</i>	£1,500.00	£0.00	0%	£0.00	£1,500.00	£0.00
<i>Grub Street Benches</i>	£1,200.00	£1,308.92	109%	£0.00	£0.00	£0.00
<i>BINS - Glebe and Grub Street (CIL eligible)</i>	£1,000.00	£1,164.00	116%	£0.00	£0.00	£0.00
<i>0</i>	£0.00	£0.00	0%	£0.00	£0.00	£0.00
<i>CAAMP projects / enhancement</i>	£10,000.00	£227.86	2%	£5,000.00	£5,000.00	£0.00
<i>Parking Fund reserve</i>	£10,000.00	£0.00	0%	£0.00	£0.00	£0.00
<i>YFS Contribution from CIL AC £4343</i>	£4,343.00	£0.00	0%	£0.00	£4,343.00	£0.00
Total Expenditure to Date	£69,617.00	£29,550.93	42%	£15,096.39	£15,565.00	£0.00
Current balances	£0.00	£0.00	0%	£47,994.15	£17,525.82	£15,251.43
Balances at end of year (projected based on known spend)	£0.00	£0.00	0%	£32,897.76	£1,960.82	£15,251.43
				GENERAL	CIL	CHART

