



Minutes of Limpsfield Parish Council Monthly Parish Council Meeting held on Tuesday 11th April 2023, 7pm at Limpsfield CofE Infants School

*Attending: John Thompson (Chair), Ann Osborn, Bob Harvey, Jenny Williams, Laila Turner, Mark Wilson, Philip Bailey, Tom Briggs
District Councillors, Ian Booth & Claire Blackwell. Sophie Martin (Clerk)*

1. APOLOGIES FOR ABSENCE

SCC Cllr Cameron McIntosh, Bernie de Haldevang (away)

2. DECLARATIONS OF DISCLOSABLE INTEREST

None

3. MINUTES FROM LAST MEETING

Circulated. No changes and signed. BH asks about Panda and Limpsfield Fitness and potential misunderstanding about who will ask The Church for a meeting. Clerk confirms she has had conversation with Ali Thompson and was of the understanding that Ali and John were going to ask for the meeting. Clerk will follow up on this and clarify.

4. PUBLIC SESSION

Nick Naismith regarding sale of The Carpenters Arms.

Nick Naismith is a director of the Westerham Brewery Pub Company having got involved with Carpenters Arms through his position as non-exec director at Westerham Brewery. Westerham Brewery Pub Company bought The Carpenters Arms from Punch Taverns and have invested in the business.

The pub was made an asset of community value in 2019/2020.

For the last 4 years, Nick Naismith has leased the pub from the WBPC. John Innes of Titsey Estate is much more involved in the brewing business now, being partner of Titsey Brewing Co. The Carpenters Arms was historically owned by the Titsey Estate.

On purchase of the pub by Titsey Estate, Nick Naismith will continue to run it on a 10-year lease with the existing line up of staff. It will not be a tied pub and will be run on its current basis and very much for the community as it currently is. Titsey Estate is happy to invest in the property itself, if necessary.

MW proposes the LPC agrees that this is a positive step for the pub and in the community's interest and will therefore not be seeking to trigger a moratorium (as it its right for an asset of community value). JW seconds.

All agreed. The Parish Council is very supportive of the proposal outlined by Nick Naismith and happy to know that the Titsey Estate will be buying the pub and would not have any objections.

The Parish Council is therefore not interested in triggering a moratorium and will advise Tandridge Council as such.

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

Claire Blackwell.

- Grasshopper site – Despite enforcement, there appears to have been no activity to tidy it up or waterproof the building. CB has followed this up. Enforcement has sent a warning and will follow this up after 8 weeks from the last letter. CB intends to chase this.
- Gaywood Solar Farm - The Applicants have put in a secondary application to Sevenoaks, but the original application has not been withdrawn. There is an extension to the end of April in terms of a decision, and CB will ask for an update. The intention is still to hold a committee on the same date to avoid the potential for undue influence. CB confirms that this will likely be a special meeting and believes at least 2-3 weeks' notice will be given. She will advise when she has any more information.
- BH asks about Green Hedges. Ian Booth has called in this application to Planning Committee.
- 10 Westerham Road parking area has also been called in to Committee.

Notes from Cameron sent prior to meeting.

- CMcl will chase regarding the loose kerb stone in the high street (SM has had an acknowledgement from Highways about it following reporting it to them). *A conversation has also been had with Highways in order to try to work out a process of repairs and maintenance of the historic pavements and kerbstones in the Conservation Area. SM and CMcl to follow this up.*
- Parking Review – CMcl has had sight of the changes proposed for Limpsfield High Street, which also includes outside the Tennis Club on Detillens Lane. These suggestions cover what LPC suggested on behalf of the Parish. *He will advise of publication date. There will then be a consultation period*
- Pains Hill - CMcl is meeting with Highways and Claire Blackwell this Friday, 14/4/23 regarding surface water on the road.

6. CHAIRMAN'S NOTE - No specific items to discuss. This is the Chairman's last meeting as Chair of the current council.

7. FINANCE & GOVERNANCE (Cllr Mark Wilson)

7.1.1. April (end of FY23) Balances and Payments for approval

MW proposes expenditure of £282.53 for the coronation flags. AO seconds. Approved unanimously.

All other payments noted and approved.

7.1.2. Q4 / End of FY23 reconciliation

The end of year/ Q4 reconciliation has been circulated to all having been reviewed and approved by the Finance Committee on 4/4/23. Approved.

7.1.3. Any notes from Finance Committee meeting.

We are in a very good position financially. We have come in under budget - mainly due to not spending on the Ironstone from the earmarked CAAMP projects fund.

We have significant CIL money expected for April 2023 and potential projects will be discussed. Another VAT claim has been submitted.

Clerk to circulate minutes from the Finance Committee meeting.

Internal audit will be held on Monday 17th April at 2pm.

7.1.4. Decision on Chart History book grant request

Philip Bailey has circulated an updated proposal today. Full proposal attached.

PB apologises for the last-minute circulation, as some councillors have not had the chance to read it.

MW asks PB to summarise the revised proposal.

PB believes that this is an opportunity to support a project that will promote the maps and historical assets of the Parish Council. The initial run 250 with view to a second run of 250. Proposed RRP: £25 per book.

The maps will be contained in a sleeve within the book pack and PB suggests the council funds/orders 500 sets of the maps.

Sponsors (Colin Hall and Chris Pendred and Nick Withers) are required to pre-order copies of the book and will be taking orders before committing to the first print run.

BH asks who is responsible for selling the book. PB says that the sponsors will be responsible with help and support from all interested parties.

PB has offered to administer the project in terms of the books, but confirms he has not yet put this proposal to the sponsors/authors themselves.

- LPC will order the printing of 500 Map Sets (the 1840, 1869 and a new Chart walking map) and part funding 250 sleeves to hold the maps together with the book for a total cost of £971.
- LPC will then pre-order 75 books from the first print run of 250 copies at a price of £25 each based on 75 individuals' pre-orders (deposit of £5 per book and remainder £20 paid on delivery). LPC shall pay for these books (with Map Sets in the sleeves) when they are delivered from the printers.
- The books will either be collected by the purchasers or will be posted if the postage cost is pre-paid by the purchases.
- For each book sold from the first run LPC will receive £4 per Map Set. This charge will be recovered from the sales price of each book sold after the first 75 pre-ordered copies. Therefore, after the sale of 114 books, LPC shall have recovered its printing costs. Thereafter, LPC shall recover from the sale of the remaining books printed in the first run a total of £1,000 (i.e., 250 Map Sets at £4 each resulting in a profit from the first run of £29).
- To confirm the total proposed initial outlay for the council would be £971 plus £1,875 = £2,846 (with no VAT to pay). The full return of these funds to LPC depends on the pre-ordered books being paid for on delivery to those that ordered them and a further 39 books being sold at a sales price of £25 each.
- LPC will provide the remaining 250 Map Sets for a second print run of the book of between 200 and 250 copies at a cost of £4 per Map Set payable to LPC when the second print run is ordered. If no second print run is ordered in a reasonable time after the sale of the first run of books, then the net proceeds of the first shall be shared between LPC, the sponsors of the book and the Friends of Limpsfield Common on a basis acceptable to LPC. In this case the unsold Map Sets shall remain owned by LPC that may sell them as a set or individually and at a price that it may determine.

- Thereafter, LPC expects that if a second run of the books is ordered, it shall receive a “profit” of £4 per May Set when the order is placed (not when the books are subsequently sold) be held by LPC in a Maps and Documents Reserve Fund for the promotion or project activity to do with Parish maps or other historic documents.

Many Councillors felt that the proposal helped to promote the Parish’s historical map collection.

Some Councillors believed the proposal helped mitigate risk of the book not selling sufficient copies and the Council not recovering its map printing costs.

Councillors were not persuaded by the advice from SALC and felt that facilitating publication was within the Council’s powers.

The proposal is subject to binding commercial agreements and no material change to the proposal going forward.

PB is happy to seek further legal advice on whether this is a legal expenditure if necessary and agreed by other members.

The motion: proposed by Philip Bailey. Seconded by Laila Turner.

Based on the above description of the Book project, Cllr. Philip Bailey proposes and Cllr. Laila Turner seconds the proposal that the LPC: a) purchases the map sets (and part of the Book sleeve) at a total cost of £971 and provides them for use with the Book in return of a payment of £4 per map set used and b) places a pre-order for 75 Books at a cost of £25 per Book (total cost of £1,875 – including deposit of £375).

Pre-orders. The council will agree to pay advance pre-orders for the 75 books (which include a deposit of £5 per Book ordered - total £375 deposit) and a promise by each buyer to pay the balance of £20 on collection of the Book when it is available. This proposal is only agreed by LPC subject to 1. No material changes to the scope and/or budgeted cost of the Book project and 2. the “Legal Subject” and the “Administrative Subject” set out in the description are satisfactory to LPC.

7 votes for, 1 against (Bob Harvey is against the proposal would like to note that he is very much appreciative of the proposal but is concerned that the business model is not viable, and potentially exposes LPC. He also believes £25 seems somewhat expensive for something that included maps, which are already in the public domain.) The motion is carried.

7.1.5. Draft Annual Report – any comments. AO is not sure about including YFS into the pie chart of expenditure, but the general consensus is to include it. AO is happy with this agreement. LT suggests we do a similar chart for income in future reports. This will feature on the APM presentation.

8. PLANNING (Cllr Jenny Williams)

8.1. Any urgent planning applications for discussion / decision

- 2023/281 Application for change of use for the The Studio, Limpsfield High Street by Jumping Jacks. At the planning committee it was agreed to object to the change of

use on the basis of not enough access or parking for the additional traffic and parents dropping off and picking up children.

- 2020/2170 Green Hedges – enforcement in place regarding balconies. Awaiting decision by TDC.
- 2023/243 and 2043/277 Chapel Cottage – enforcement in place due to the windows.

8.2. Recent determinations to note

2022/1620_Magnolia Cottage application has been refused by TDC.

8.3. AOB

Conservation area leaflet is in draft form. This will go to Chris Reynolds and TDC for their comments and approval in principle.

9. NEIGHBOURHOOD PLAN (Cllr Ann Osborn) update

9.1. Biodiversity Plan. Ann Osborn has started to put together a plan with Robert O'Donovan. This could be something for which to involve the Innes family/Titsey.

10. CAAMP (Cllrs Osborn and Williams) – any update

10.1. JW - Ironstone – in consultation with Chris Reynolds who now appreciates this is much more complicated issue than previously thought and sees this as more of a County Wide project with potential lottery or YFS money. MW has a contact with a directory of companies who specialise in heritage materials and will forward to JW for use.

10.2. Kiwi Cottage / Parking. The Council has now formally approached the owner with regards to the offer of purchase of the land for off street parking. AO asks to see a copy of the letter. JW to circulate to councillors.

11. HIGHWAYS (Cllr Bob Harvey) - any updates

Wolf's Row Traffic Lights are not working properly. BH has reported the timings are out. Potholes are a huge issue and there does not appear to be any joined up thinking. BH is in communication with Camron McIntosh.

12. CHART PLAYGROUND (Cllr Bob Harvey) - condition report. It's in good working order.

13. AOB

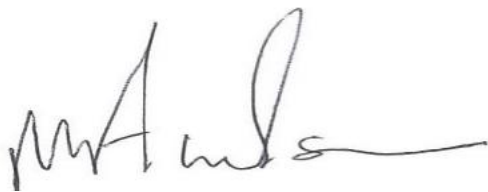
13.1. Annual Parish Meeting – Agenda has been published. Reminder this is to be held at St Andrew's Church Hall on Thursday 20th April. Clerk has publicised on the boards, website, social media etc. To email various local groups.

13.2. Coronation activity - Glebe Meadow picnic for the village on Sunday 7th. St Andrews BBQ on same day. PB has got the flags. They will be fixed to telegraph poles on south side of the high street and one on the side of The Bull. Parish Office - to put up on the side of the building. w/c 17/4/23. Clerk To ask Carpenters Arms if they would like one. The flags will be removed after the Coronation.

- 13.3. Memorial Stores has issued a note to its members regarding reduction in footfall. Local community should do all it can to encourage use of this valuable asset. Clerk to assist in promotion wherever possible.
- 13.4. Reminder of both the Parish and District elections on 4 May 2023 and photo ID is required to vote. The Notice of Persons Nominated has been published.

The Chairman would like to thank Laila Turner (also to Anthony Turner) and to Philip Bailey for their service, especially with the Neighbourhood Plan.

Meeting ends 21.05.23

A handwritten signature in black ink, appearing to read 'Mark Wilson', written in a cursive style.

Mark Wilson, Vice Chair. 16/5/23