



LIMPSFIELD PARISH COUNCIL – MONTHLY MEETING

Draft Minutes of Limpsfield Parish Council meeting of Limpsfield Parish Council held on Monday 8th JULY, 2024, 7pm at Limpsfield CofE Infants School.

In attendance:

Parish Councillors, Thomas Briggs, Mark Wilson, Bob Harvey, Ann Osborn, Jenny Williams. District Councillor, Claire Blackwell. County Councillor, Cameron McIntosh. Clerk, Sophie Martin.

1. APOLOGIES FOR ABSENCE
John Thompson, Antony Taylor, and Ian Booth (District)
2. DECLARATIONS OF DISCLOSABLE INTEREST
None
3. MINUTES FROM LAST MEETING
None
4. PUBLIC SESSION
None
5. COUNCILLORS' REPORTS (Surrey CC & Tandridge DC)

Claire Blackwell

- Treverex Stables planning application – still awaiting report from applicant. So currently still pending. Will be called in to committee.
- Chic Grooming / Barn Owl Kennels field Enforcement for trading without planning permission - CB has asked Enforcement to chase again. The business owners have been notified they need a planning application but continue to trade without proper consent. The application has still not been received. CB will chase personally. This is important due to violation in Green Belt land.
- CB has heard nothing more regarding enforcement / conditions for Jumping Jacks at The Studio in Limpsfield High Street. Awaiting update. Surrey CC has issued an enforcement for VCO. The business owner claims that this side of the driveway is not being used by vehicle, but this has been observed not to be the case. Rosewell Cottage has also been issued with request to install a VCO (although they had permission to use the track as a driveway), which has been complied with. Works must be done by an approved SCC contractor.
- TCB asks about any strategy with regards to “grey belt”. CB says that while they are awaiting policy change regarding housing provision etc, they can get on with required studies and reports with regards to creating a new Local Plan. Housing targets have not been set yet. CMcl believes mandatory requirements will come back in, but not necessarily nationally – may be set on a more regional and local level. CB believes that changes will take at least a year to come through consultation etc.
- Chichele Road development has now gone to appeal.

Please email apologies for absence, comments/questions and considerations to the Clerk at clerk@limpsfield.org

Cameron McIntosh

- Highways has recently carried out a few big resurfacing schemes, including Red Lane, Itchingwood Common Road, Staffhurst Wood Road, Titsey Corner junction improvements, A25 Rockfield Road. Bell Mouth on Wolfs Hill / Rockfield Road junction.
- Comms Gang – Grass cutting a bit delayed but has largely been done now. Comms have started in the area, cutting back hedges and overgrowth, sign cleaning. Verges cutting schedules can be checked on SCC online mapping tool.
- Parking Review – breakdown of proposals for 2024/25. There are quite a few in Limpsfield. With regards to reporting, Surrey is trying to move to a *report it now* system.
- Limpsfield Grange – the expansion scheme has now been pulled due to funding. He explains that there is a commitment to extend SEND provision within the county, providing 5000 spaces by 2030 with approx. £250m investment. 43/80 schemes have been delivered, however the Limpsfield Grange School was one of six to be shelved. JW mentions that it's a shame because it won't solve the parking and traffic issues. LPC to send a letter to Claire Curran. Claire.curran@surreycc.gov.uk CMcl says that other state specialist schools are being built.
- BH asks about Station Road East drain and if there is any progress on that. A drainage investigation has not been done yet but Cameron is pushing on this one together with several others in the area. It will be cleaned at the time of investigation.

6. CHAIRMAN'S NOTE

No specific notes

7. FINANCE & GOVERNANCE

- 7.1. Statutory documents 2024/2025 have been initially worked on, but the new model Financial Regulations need more work– Financial Regs, Risk Assessment (new model from NALC) and Standing Orders will be finalised at upcoming finance meeting for approval at next LPC meeting.
- 7.2. Date for finance meeting – To note, the Finance Committee meeting will be held on 16th July 2024 at 6pm.
- 7.3. End of June balances and July expenditure items to agree/note - All agreed and signed pending discussion on budget proposals below. The Clerk notes that EDF have agreed to refund LPC the credit on the account – approximately £434. The clerk will provide monthly readings.
- 7.4. Budget vs Expenditure overview
 - 7.4.1. Clerk to update the overview, removing £8000 for the Pebble Hill streetlamps from the budget. It was agreed in June meeting that this project is not feasible.
 - 7.4.2. MW comment on the balances is that the balances are going down and we have no anticipated CIL for the foreseeable future.
 - 7.4.3. MW suggests the sinking fund for Limpsfield Way maintenance (£2910) into the interest-bearing account. If funds are required for LW works within the notice period, they may be temporarily drawn from the general account.
 - 7.4.4. Regarding the CAAMP provision for granite kerbstones for the budget £9220, AO proposes she goes to an approved provider to investigate cost of the kerbstones to verify budget required for the works.

7.4.5. AO suggests now that we have a contractor that can do the Ironstone, we could look at offering assistance to other households in the LVCA to repair their ironstone paths/driveways (visible). MW suggests an audit of the Conservation Area is undertaken regarding ironstone repairs/regrouting for visible driveways. MW and JW offer to carry out this survey.

7.4.6. AO asks about the budget provision for Crime and CCTV – This was for potential CCTV in Limpsfield Village – by Glebe Meadow/in Village. TCB to ask Peter Giles (Oxted PC lead for CCTV) about potential for linking CCTV in Limpsfield to the Oxted system.

7.5. Any new grant or budget requests, including:

7.5.1.1. The Limpsfield Cookery School Biodiversity Grant £200.

Recommended by Biodiversity Group. JW queries this application because it is for a profit-making business, although our form does not specify that businesses cannot apply. It is agreed that while the application is pushing the bounds of biodiversity criteria, given its prominent position in the Conservation Area, it can be considered, but applicant must agree to use quality products that will last and will be maintained. **AO proposes. TCB seconds. BH Abstains. Grant approved.**

7.5.1.2. Kissing Gate – Grub Street £1333 (Footpaths) – Coming out of the Footpaths budget. BH would prefer that the Titsey Estate is asked for contribution. Titsey Estate has approved the works.

AO proposes, TCB seconds. BH abstains. Expenditure approved.

7.5.1.3. The Glebe Meadow Benches (AO) £800 2 benches at Glebe Meadow which will be incorporated with some wildflowers. Has approval from the Church. The council agrees that sustainably sourced TEAK benches would be preferable to recycled plastic ones and should be anchored securely. It is agreed by all present to purchase 2 sustainably sourced TEAK benches from Corido, plus two sets of soft ground anchors to the value of £900 in total (inc VAT)

AO proposes, MW seconds. All in agreement pending final quotes from Corido.

7.6. Risk Assessment – A question has arisen as to whether volunteers are covered by LPC insurance when out and about undertaking footpaths clearance works. The Clerk has confirmation from Zurich Insurance that *“In order to be covered under our insurance, all work carried out by employees and volunteers must be done at the instruction of the council and must be acknowledged within your risk assessments. If a resident/volunteer chooses to do a job that you did not ask them to do, then it would be at their own risk.”* It is resolved by members present that all employees (the Clerk), all volunteer councillors and designated footpaths and working group volunteers, may undertake minor footpaths work, gate/stile repairs and vegetation clearance under the Parish Council’s Employer and Public Liability Insurance. Current working group current volunteers include Robin Masefield, Tony Pearson and Maggie Morgan. The Clerk will draft a section to the Risk Assessment for review and approval at Finance Meeting.

8. PLANNING

8.1. Any planning applications for discussion (see website for list if applicable)

- JW is very happy to note that 47 and 27 Park Road both amended their plans to increase space to boundary following LPC’s comments in relation to LNP.

- 8.2. Recent determinations of note (see draft planning minutes on website)
- 6 Detillens Lane approval was very disappointing. This will have significant negative visual impact to that end of Detillens Lane.

8.3. Outstanding applications (see draft planning minutes on website)

8.4. AOB

- Gaywood Solar Farm did not appeal TDC application.
- Chichele Road Development (116 homes) in Oxted has gone to appeal.

9. NEIGHBOURHOOD PLAN – Any project updates

9.1. It is agreed to try to get a meeting date for the LNP committee in September.

9.2. Clerk notes that we should start to look at review of pre-adoption LNP Survey as per our reports to TDC.

9.3. Clerk also suggests that we renew the ACV for The Carpenters Arms following change of ownership and to investigate submitting application for The Legion at Grub Street.

10. CAAMP – any updates

10.1. See finance items in Finance section

10.2. MW mentions the picket fence at Tyrrells next to Kiwi House is falling down and not being adequately maintained as part of the Conservation Area. The house is currently rented out. JW to approach the managing agents for contact with the owners.

11. BIODIVERSITY PLAN – any updates

- Water testing was undertaken at Eden Brook/Bridge, with initial results seen on the day, but AO/BH awaiting formal update from the tester in order to establish benchmarks, potential for further testing, and any equipment that could potentially be purchased on behalf of the council for ongoing testing.
- Balancing Pond near Titsey Road on Julie Harvey's land has had initial work which will continue this week with potential planting of reeds etc.
- AO is organising meeting with the Biodiversity Group (now including JW) for August. Date TBC.

12. HIGHWAYS (Cllr Bob Harvey) – any updates

- No particular updates in addition to Cameron McIntosh's update. A25 works and temporary lights last week were due to emergency water main repair work (SES).

13. CHART PLAYGROUND (Cllr Bob Harvey)

13.1. Condition report – all in good order with exception of missing spring horse, to be installed soon - awaiting date for installation by Safeplay Ltd.

14. AOB

14.1. It is agreed there will be no August full council meeting.

Meeting ends 21.05