

**Minutes of the Meeting of Godstone Parish Council held on Monday 1<sup>st</sup> February 2010 at the Parish Rooms, South Godstone at 7.45pm.**

**Present:**

Mr B Hubery – Chairman  
Mr R Bannister, Mrs V Cluff, Mr J Johnson, Mr B Jeffries, Mr K Knox, Mr J Quincey and Mr T Tomlinson.

**In attendance:** Mr C Anderson - Clerk to the Parish Council

An Open Forum Session was held at 7.45pm.

**1. Co-option to the Parish Council – Godstone North Ward**

One application had been received to fill the vacancy at Godstone North Ward. After discussion it was agreed that Mr Brian Jeffries be co-opted onto the Council to serve until the next Parish Council elections.

Mr Jeffries completed and signed the Declaration of Acceptance of Office which was then signed by the Clerk; he was handed a copy of the “Notification by Member of a Parish Council of Financial and Other Interests” for completion and return to the Clerk for onward transmission to the District Council.

**2. Apologies and reason for absence.**

Apologies were received and accepted from Mrs E Jackson.

**3. Declaration of interest by Members on any of the agenda items below.**

Mr Bannister declared an interest in item 6.2.1.

**4. Minutes of the meeting held on 4<sup>th</sup> January 2010 were agreed and signed as a true record.**

**5. Matters Arising**

Item 8.1.1. Sure Start Bus.

The bus will visit every two weeks commencing Tuesday 2<sup>nd</sup> February and be sited in front of the barrier.

Item 8.1.1 (December)

The Fair dates as set out have been agreed.

**6. Reports**

**6.1. Action taken – the following was ratified.**

1. Bounty – Heating.

The invoice for £2080.35 has been paid following successful installation of the new heating unit.

2. Festive Lighting.

The Invoice of £109.81 including VAT has been paid to EDF Energy

3. Rural Payments Agency.

A sum of £1924.65 credited to our bank account in error was paid over to over to the correct recipients, Tandridge District Council.

4. Red Barn Site – Fence.

Following the completion of the work to the pond it was essential that the new fence be completed quickly; the contractor agreed to undertake this in the sum of £1,169 as originally quoted, + £30 for supplying and fitting reflectors on both sides of each post. He had been asked to proceed.

6.2. Clerk's report

1. Godstone Gardners Club

Permission was given for The Club to display signs on Greenview to advertise Plant Sale and Annual Show as follows: 1 - 8<sup>th</sup> May and 11 - 18<sup>th</sup> September.

2. Orpheus Centre

The Orpheus Centre suggested that a Parish Council Notice Board be provided at the Orpheus Centre but that was not agreed.

3. Goods Vehicle Operators Licence Application

The comment agreed concerning the application for No 1 Castlevew Cottages, Godstone was that vehicles should not be parked outside the Cottages.

4. BT Payphone – outside Hare and Hounds

BT asked whether we wished them to retain responsibility for the power supply. With this option, BT would look to disconnect the supply at some point in the future at their own expense. Following discussion this was agreed and we would not now take over the power supply ourselves.

6.3 Chairman's Report – (for noting) information only

Mr Hubery reported that he had attended a meeting a Surrey Police Briefing where the Chief Constable of Surrey outlined future policing priorities. It was proposed to reduce the number of dedicated premises and use local facilities instead in return for more police officers. A meeting with Surrey Highways where the gritting of the roads during the bad weather was discussed and why this did not come up to expectations.

6.4. Reports (for noting) from representatives on outside bodies etc.

Mrs Cluff had attended a meeting of the GVA. A report from Mr Knox is attached.

**7 Planning**

7.1 Meeting held on Monday 18<sup>th</sup> January. The minutes were noted

7.2 District Council Planning Decisions – the following were noted:

TA/2009/1346 - Land at 6-7 Anchor Cottages, Eastbourne Road, Blindley Heath, RH7 6JJ

Consent was granted for provision of new vehicular access onto Eastbourne Road and three car parking spaces with associated works.

TA/2009/1176 - 5 Ivy Mill Close, Godstone

Consent was granted for erection of single storey front/side extension and single storey front extension to garage.

TA/2009/1276 & TA/2009/1277 - The Godstone Hotel, 87 High Street, Godstone RH9 8DP

Consent and Listed Building consent was granted for insertion and replacement of windows in west elevation and replacement of two windows in south elevation.

TA/2009/1304/TPO - 7 Woodlands Drive, Godstone RH9 8HU

Permission was refused in respect of TPO 13 (T) - Crown thin 1 Oak tree by 30%

TA/2009/1315 - Mobile Support Unit, Fosterdown, Godstone RH9 8BQ

Consent was granted for retention of car park, approved under temporary consent (application number 2004/106).

TA/2009/1326 - 1 Greenwell Close, Godstone

Consent was granted for conversion of garage to habitable room and erection of single storey rear extension.

TA/2009/1329 - 3 The Granary, Eastbourne Road, Blindley Heath

Consent was granted for erection of single storey extension to west elevation.

TA/2009/1415 - Bilbos Trading Company, Eastbourne Road, South Godstone

Consent was granted for: Demolition of existing workshop/offices. Erection of new building to provide showroom, workshop, offices and vehicle wash area - application to extend time limit for implementation of permission 99/411/R.

7.3 Current Planning Lists and Applications – the following comments were agreed:

TA/2009/1579 - North Lodge, Tilburstow Hill Road, Godstone

Erection of first floor side extension - application to extend time limit for implementation of permission TA/2006/1641.

TA/2010/27 & TA/2010/28 - 27 High Street, Godstone

Demolition of workshops & offices. Erection of part single storey part two storey warehouse and office building with retention of existing cellar. (Application for Planning Permission - 2010/27 & Conservation Area Consent - 2010/28)

No comments or objections would be made in respect of the above two applications.

TA/2009/1496 - Unit P, Lambs Business Park, Terracotta Road, South Godstone RH9 8JZ

Erection of additional portacabin over existing.

Does this fall in line with plan previously agreed?

TA/2010/20 - Falconers, Tandridge Lane, Lingfield

Variation of condition 3 of permission TA/2008/839 dated 9th June 2008 to remove reference to ground source heat pumps.

TA/2010/21 - The Bungalow, Lagham Park Farm, Eastbourne Road

Demolition of attached garage and erection of single storey extension to southeast elevation to provide garage.

TA/2010/52 - Whyteacre, Eastbourne Road, South Godstone

Demolition of existing outbuilding and erection of single storey rear extension.

No comments or objections would be made in respect of the above three applications.

7.4 To consider other ongoing Planning Matters; to note/comment on appeals  
There were none.

**8 Finance**

8.1. Accounts for payment. The following accounts were agreed for payment:

Phoenix Safe Company Ltd	Two keyblanks for safe, including postage.		20.56
SITA (UK) Ltd	Waste Collection Burial Grounds to 8 <sup>th</sup> December 2009.		16.87
Petty Cash	Balance to £60.00. Postage £39.00; Beverages £4.69; Kitchen Supplies £5.94.		49.63
Lion Security	Annual Service - Intruder Alarm at Bounty		69.00
Garry Dicks	General maintenance – January 2010 Burial Grounds Hilly Fields	60.00 15.00	75.00
CJ Anderson	Net salary – January Travel	811.97 3.60	815.57
K Barrett	Net salary – January		508.94
Mrs L Spence	Net salary – January		26.10
G Coleman	Net salary – January (Litter clearance Blindley Heath)		65.00
Surrey County Council	Local Government Pension Scheme contributions – January		348.62
South Godstone Sports and Community Assoc.	Grant as agreed at December meeting.		1000.00
TOTAL			2995.29

An invoice for £5287.50 had been received from the contractor for the clearing of the pond at Red Barn, Blindley Heath. It was agreed this would be paid upon receipt of the grant from Red Barn.

8.2. Any other financial matters

1. Summary Financial Reports to 31<sup>st</sup> December 2009. A copy had been circulated to members. The summary was signed and dated by the Chair; there were no questions. A copy of the accounting records for December, incorporating the bank reconciliation and including the bank statements was available at the meeting for examination.

2. Finance Committee Meeting

It was agreed the date of the meeting be changed to 29<sup>th</sup> March, at 9.30am.

**9. Greens, Commons and Land**

9.1 Blindley Heath

1. Blindley Heath Management Committee

A copy of the minutes of the meeting held on 4<sup>th</sup> November has been circulated and was noted. BTVC are expected to visit soon.

**10 Burial Grounds**

10.1 Applications for Exclusive Rights of Burial.

There were none.

10.2 Applications for consent to erect Memorials which appeared to be in accordance with the regulations were agreed for:

Grave 509 – Masie Elizabeth Joan Wells

### 10.3 Burial Grounds Records/Procedures

Members were advised what had been done so far and what there was still to do. Following recommendation from the ICCM it was agreed that the initial grant of the exclusive right of burial be for 50 years in future and after every 5 years the Council should write to the grantee offering a 5-year extension (for a small fee, to be determined). This would also help to maintain contact. In addition, the Grant should be worded to include memorial rights. It was also suggested we should also obtain the details of a relative to whom we could refer to in the event of communication being lost; the recommendations of the ICCM to be sought.

A request for a further additional 10 hours for this project in February was agreed.

### 11. Godstone at Play

The consultants had met members of the Parish Council after the January Planning Committee meeting where the proposals for the area were explained; a meeting is to be held at the School this month. The proposals were certainly different to the existing but appeared perfectly acceptable. Mr Quincey outlined the financial situation; the total sum received so far now stood at £19,140 with a further £85,500 to be sought from a number of organisations.

### 12. Risk Assessments.

Annual Review. At least once a year, members should, according to the Local Councils' Governance Accountability Guidelines:

- Take steps to identify and update key risks facing the council:
- Evaluate the potential consequences to the council if an event identified as a risk takes place and
- Decide upon appropriate measures to avoid, reduce or control the risk or its consequences.

Copies of the risk assessments for The Bounty, Godstone Green, Godstone Green - Children's Playground and Greenview, Hilly Fields, Tilburstow Hill Woods, Blindley Heath, Allotment sites at Salisbury Road and to the rear of The Hare & Hounds, and the Burial Grounds had been circulated to members. Some minor amendments were proposed and the assessments will be amended and submitted for approval and signing by the responsible councillor and the chair at the next meeting.

The frequency of the inspections was reviewed, but it was agreed they should remain monthly, apart from the Children's playground which will be undertaken weekly. The checklists were also reviewed and any changes will be approved at the next meeting.

Mr Hubery reminded those members who are responsible for an area to ensure their inspections and reports were maintained up to date.

### 13 Consultations.

Local List of Planning Application Requirements – there were no comments

### 14. Correspondence received – the following was noted:

#### 14.1 Tandridge District Council

Agendas and reports for:

Planning Committee - 14<sup>th</sup> January 2010

14.2 Rural Payments Agency:  
Policy Update regarding the Single Payment Scheme  
Replacement and updated pages for “The Guide to Cross Compliance in England”

14.3 SCA – Winter Magazine 2009/10.

**Part 2.** – There was none.

The next meeting of the Parish Council will be held at 7.45pm on Monday 1<sup>st</sup> March 2010 in the Oasis, Baptist Church, Godstone

The meeting closed at 9:15 pm.

Chairman ..... Date ..... 2010

Item 6.4.

**Report/Notes – Keith Knox as discussed at GPC 1<sup>st</sup> February 2010**

**North Park Quarry/Sibelco Liaison & Planning Matters**

**Dust Committee 18/1/10 – at North Park Processing Plant**

No action plan or notes available from previous meeting as Sibelco have had change of personnel.

Discussion about changes to dust action plan deferred by Sibelco to Quarry Liaison Meeting.

Dust report from monitoring points discussed (report to 1<sup>st</sup> week Jan 10). Concern registered about dust action levels exceeded in previous 3 months. Sibelco response was that the readings were not correct! Cited contamination as possible cause as reading not high in adjacent 'sticky pads'

Agreed actions for action plan

- 1 Log of all complaints (inc verbal) to be presented to dust sub
- 2 Fencing to be installed to current bunded but unworked area at Park Farm
- 3 Results of Brewer street investigations to be reviewed – are these on the line of the proposed conveyor
- 4 Levels for chieftan screen not included in 'proposed' dust plan – new plan required
- 5 New Contact names to be issued

Sibelco also agreed that their complaints procedure can be posted on GPC, etc websites

**Quarry Liaison Meeting 20/1/10**

- Discussions centred around the retrospective dust action plan currently being developed between SCC and Sibelco. Alan Stone of SCC confirmed that once 'final' plans had been agreed (non legal) then formal document would be issued for comment by Parish Councils, etc. – This plan is to satisfy condition 8, etc of retro planning. Strong objections made by GPC, GVA, QOG that the current guidelines agreed are not the minimum base for the proposed Dust action Plan
- Further discussions about new proposals for Pendell and Extension of time for Processing etc. Sibelco confirmed overlap of quarrying likely to be 12-18months but would not commit to any maximum overlap time. No details in plans about implementation
- Request made that lorries exiting along haul road keep headlights off main beam as causes issues with residents in Tylers Close.

**GVA planning sub committee 23/1/10**

KK attended as observer

1 GVA planning to object to the model dust plan, extension of time for processing plant and new workings at Pendell. Similar grounds to GPC – will be making a separate submission to Surrey CC. Draft documents discussed. Copy of final versions will be copied to GPC

2 Planning at 27 High Street, Godstone to demolish existing and rebuild new storage/workshop/office. Previous plan rejected? From review GVA to visit site but likely to write to GPC supporting plans as will provide opportunities for commercial employment

**Quarry Observation Group 28/1/10**

Did not attend – stuck on M25/M23 traffic jam