

Minutes of the Meeting of Godstone Parish Council held on Monday 2nd August 2010 at the Parish Rooms, South Godstone at 7.45pm.

Present:

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

In attendance:

Mr C Anderson - Clerk to the Parish Council
Mr K Barrett - Assistant Clerk

1. Apologies and reason for absence.

Apologies were received and agreed from Mr B Jeffries and Mr J Johnson.

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

3. Minutes of the meeting held on 5th July 2010 were agreed and signed as a true record.

4. Matters Arising

1. 5.2.4. Surrey Crimestoppers

The Area Co-ordinator has thanked the Council for the donation of £50.00.

2. 11. Marking of Car Parks

The White Hart Barn have no objection to the Council having the car parking area outside marked out but they do not own the car park, only the curtilage, so cannot give permission. It is not known who own this area but further enquiries will be made. In the meantime, quotes will be obtained for the Parish Council's two car parks, to also include the Barn Car Park in the event that the owner is found and permission obtained.

5. Reports

5.1. Action taken – to be ratified. There was none.

5.2. Clerk's report

1. Councillors' Training Course

A training course, suitable for new councillors, is to be held on 10th and 11th September – details have been circulated to Mr B Jeffries and Mr J Johnson. Mr Jeffries wished to attend at a cost of £210 (+ VAT) and this was agreed.

2. Government Pipeline and Storage System

The Council had been advised that a planning application will shortly be submitted by the Oil and Pipelines Agency to renew a section of the Thames to Grain oil pipeline. An exhibition had been arranged (for Godstone residents) on Thursday 29th July from 10am until 2.00pm in the White Hart Barn. (Details circulated) No member was able to attend the exhibition. A copy of the plans would be requested.

3. Surrey Wildlife Trust

The trust advise that they desperately need to establish a volunteer base in East Surrey and will need to buy the tools and equipment needed for staff and volunteers to work safely and are requesting donations. Following discussion, it was agreed to provide a donation of £100.00. (under S137 LGA1972). A cheque will be drawn and posted to the Trust.

4 For information

a. SCAPTC. The next general meeting will be held on Thursday 16th September at 7.00pm in East Horsley Village Hall.

- 5.3 Chairman's Report – (for noting) information only
A copy of the Chairman's report is attached to these minutes.
- 5.4. Reports (for noting) from representatives on outside bodies etc.
Mr Knox reported that he had attended the Sibelco Dust Sub Committee; the Pendell extension may go to committee.

No other members had anything to report but it was noted that our SCC representative, Mr T Elias had reported prior to the start of the meeting that the SCC Local Committee would be proposing parking restrictions in Godstone in an attempt to alleviate some of the current difficulties. This would be considered at the September meeting of the Committee. Mr Elias also enquired whether the Council wanted parking monitored in the car parks at Godstone Green; this would be considered at the next Parish Council meeting. The situation concerning the latest adjustment to the Highways budget was explained and he was advised of areas causing concern, in particular the state of the railings at Needles Bank.

6. Planning

- 6.1 Meeting held on Monday 19th July 2010

The minutes which had already been circulated were noted.

- 6.2 District Council Planning Decisions – the following decisions were noted:

TA/2010/585 - South Lodge, Eastbourne Road, Blindley Heath, RH7 6JN

Consent was granted for: Partial demolition of attached outhouses and garages. Conversion of garages to habitable accommodation incorporating single storey extension to south elevation and additions to roof including two dormer windows to each of the north and south roof slopes.

TA/2010/562 - Tiffin Bell Cottage, Danemore Lane, South Godstone

Clopod was granted for use of static caravan of for temporary period. (Certificate of Lawfulness for a Proposed Use).

- 6.3. Current Planning Lists and Applications – comments were agreed as follows:

TA/2010/840 - Hunters Hill, Eastbourne Road, Blindley Heath, RH7 6JX

Erection of conservatory to side elevation. (Certificate of lawfulness for a proposed use)

TA/2010/826 - Land at The Common, Blindley Heath

Reconductor of existing low voltage overhead line.

TA/2010/828 - Land at Eastbourne Road, Blindley Heath

Reconductor of existing low voltage overhead line.

TA/2010/829 - Land at Eastbourne Road, Blindley Heath

Reconductor of existing low voltage overhead line.

TA/2010/830 - Land at Carlton Road, South Godstone

Reconductor of existing low voltage overhead line.

TA/2010/846 - Land at The Common, Blindley Heath
Reconductor of existing low voltage overhead line.

TA/2010/847 - Land at Byers Lane, South Godstone
Reconductor of existing low voltage overhead line.

TA/2010/848 - Land around Tilburstow Hill Road, South Godstone
Reconductor of existing low voltage overhead line.

TA/2010/868 - Land at Tandridge Lane, Lingfield
Reconductor of existing low voltage overhead line.

TA/2010/870 - Land at Tandridge Lane, Lingfield
Reconductor of existing low voltage overhead line.

TA/2010/871 - Tiffin Bell Cottage, Danemore Lane, South Godstone, RH9 8JF
Reconductor of existing low voltage overhead line.

TA/2010/873 - Land at Eastbourne Road, Blindley Heath
Reconductor of existing low voltage overhead line.

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

SCC/2009/0148/EP (TA/2010/753) - Land at Brickhouse Farm, Brickhouse Lane, Sth Godstone
Retrospective application for the construction of bunds from soil and manure. (Surrey County Council Application)

The Council would object on the grounds of inappropriate use of green belt land. The access road was considered inappropriate for access and the land is near a water course so there is a high flood risk.

6.4 To consider other ongoing Planning Matters; the following was noted:

TA/2008/1639 - Bank Farm, The Common, Blindley Heath
Erection of single storey extension to south elevation and porch to north elevation with covered link.
The above appeal was dismissed.

7 Finance

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

Fairalls (BM) Limited	Materials for maintenance/repairs at: Godstone Green Childrens Playground	17.58 27.51	45.09
1 st Godstone Scout Group	Renewal of buildings insurance for The Bounty due 1 st August 2010.		371.44
Garry Dicks	General maintenance – July 2010 Allotments Burial Grounds Bus Shelters Godstone Green Hilly Fields	30.00 195.00 15.00 172.50 45.00	

	Notice Boards	15.00	
		472.50	
	Grass Cutting Contract – July 2010		
	Godstone Green	250.00	
	Burial Grounds	220.00	
	Blindley Heath	175.00	
		645.00	1117.50
CJ Anderson	Net salary – July	917.07	
	Travel	3.60	920.67
K Barrett	Net salary – July		387.73
Mrs L Spence	Net salary – July		26.20
G Coleman	Net salary – July		
	(Litter clearance Blindley Heath)		65.61
Surrey County Council	Local Government Pension Scheme contributions – July		351.21
TOTAL			3285.45

With regard to the buildings insurance, we would request an alternative quote be available for next year.

7.2. Any other financial matters

1. Summary Financial Reports to 30th June. 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 June, incorporating the bank reconciliation and including the bank statements was available at the meeting for examination.

2. War Memorial – St Nicholas Church

The RBL do not deal with Memorials but the War Memorials Trust do give advice on looking after memorials. Following further research an additional quote was obtained. Following discussion it was agreed that the most effective repair would be to replace with stone rather than filling. The memorial would not be cleaned. Further information, including confirmation of insurance details, would be obtained from the two suppliers who were to effect the repair by this method in time for consideration at the next meeting.

8. Greens, Commons and Land

8.1 Godstone Green

1. Pavilion - Millennium Clock

Mr Hubery is meeting the representative from the Sports Club and will report back to the next meeting.

2. Football

Mr Hubery was approached by a Caterham Club for permission to use the second football pitch on a regular basis during the season. This was agreed, providing a contribution of £10 per match was made to cover additional maintenance etc. This would be confirmed on receipt of a formal request from the Club.

3. August Bank Holiday Fair

Permission to use the Green for the annual Bank Holiday Fair and Donkey Derby was given; Open on Bank holiday Monday, but preparations begin over the weekend. The organiser will be contacted to ensure the appropriate insurance is in place.

4. Management Plan

A copy of the management plan had been circulated to all members. Following discussion it was agreed the plan be adopted with a review after 3 years. Our contractor would be contacted for the estimated cost of hollow tining which it was thought be best undertaken in late winter/early spring, so that a total budget cost for one full year can be determined.

8.2 Blindley Heath

1. Red Barn Pond

Our contractor has quoted for the hire cost of a JCB for one day at £250.00 (+ VAT). This was agreed. He will be asked to let the Clerk know when the work is undertaken.

2. BT Pole on Blindley Heath

BT are proposing a wayleave with a one-off payment of £150.00. Following discussion it was agreed we seek a higher payment, £300 was suggested.

3. Update on Water main Replacement

See Mr Hubery's report at 5.3

8.3 Windmill Lane.

Further discussions have been held regarding the provision of a gate across the lane. Mr Hubery met Mr Fairall to explain the Council's proposals; Mr Fairall advised that there used to be a removable bollard situated in the middle of the lane, approximately aligned to the garden boundaries. The Clerk had since obtained further advise from the Countryside Access Officer, Tandridge, who advised that there would be no objection to the installation of the gate providing it was installed across the track beyond the kissing gate into Hilly Fields. If a gate were installed between the A25 and the kissing gate into Hilly Fields then it would be an unlawful obstruction of the public footpath and the County Council would have to seek its removal. As a result the Clerk advised the Council that it should not proceed with the installation of the gate within the lower section.

It was eventually agreed not to proceed with the installation of the gate (between the A25 and the kissing gate into Hilly Fields) until after the Chairman had discussed the situation with the Countryside Access Officer, although at least one member wanted to proceed anyway.

9 Burial Grounds

9.1 Applications for Exclusive Rights of Burial were agreed for:

Grave 513 – Sandra Ann Kitchener and Joseph Anthony Kitchener

9.2 Applications for consent to erect Memorials.

There were none

9.3 Meeting of the Burial Grounds Committee.

The minutes of meeting held on 5th July were noted and the action points agreed.

9.4 Burial Grounds - new procedures

A final copy of the revised Grant of Exclusive Right of Burial (ERB) has been circulated and was agreed. It has been approved by the ICCM. A copy of the new procedures that are to be put in place where it is necessary to transfer the deed have been circulated. They have been drawn up following attendance at courses run by the ICCM and following their advice and discussion and were also agreed.

It had been suggested (at the February meeting) we should obtain the details of a second relative (in addition to the relative who holds the ERB) to whom we could refer to in the event

of communication being lost; this was not specifically recommended by the ICCM, but has been included.

The Clerk recommended the Council join the ICCM as a Corporate Member - £85 pa. Details of membership were circulated and this was agreed. To be reviewed annually.

9.5 Burial Grounds – Plan of Graves

The Clerk was obliged to remind the council that there is a serious financial risk to the Council because we have no up-to-date plan of the graves. This was highlighted in the recent internal audit. In the event of a burial in the wrong place it is considered likely the cost of reburial would not be covered by insurance.

Mrs Cluff was progressing the plan and it was agreed it be completed by 31st December 2010. New plots will also need to be identified. The Clerk again recommended that consideration be given to having the plan professionally drawn up and it was agreed that quotes be obtained.

10 **BT Kiosk**

As Mr Johnson had given his apologies, there was nothing further to report save that Godstone School has agreed to take part in the display of posters.

11. **Parking – Eastbourne Road**

Hillbrow Cottages.

The Casualty Reduction Officer advised that very few pedestrians use the footpath so few are inconvenienced by the parking across the pavement. Generally there is room to walk through though technically cars should not park on the footpath but they should not obstruct the highway. If a pedestrian is obstructed the police will attend and deal with it as an offence. Should an accident occur and the parked cars have contributed to that then the drivers would be part of the collision and liable to insurance claims against them. The situation has been there for a number of years and is unlikely to change so it has been left that the police will deal when there is a specific problem. Not all the assertions made were agreed and Mr Knox volunteered to draft a suitable response which he would forward to the Clerk to send to the Casualty Reduction Officer.

12. **Godstone Post Office**

The situation regarding the resignation of the postmaster, understood to be 28th August, was discussed. The Council were advised that the new owner of the shop is undergoing post office training and it is hoped there can be a smooth change-over without any gap in service. It was agreed a letter be written to Post Office Counters in support.

13. **Godstone at Play**

The profit from the Spring Fair (£745) held on Godstone Green has been transferred into the GAP funds held by the Parish Council; this was noted/agreed.

Mr Quincey provided an update on the current fundraising position. A decision on the planning application by the District Council was not expected until the beginning of September. In response to a question the Clerk explained that he had approached the Landscape Architects following up the reference in the May 2010 meeting at 8.1 “Mr Hubery has spoken to the consultants who agreed to ensure an application was made to the Planning Inspectorate without delay”. The Architects had recently responded to Mr Quincey advising

that it was not part of their brief to make an application to the Planning Inspectorate; the Clerk had taken this action because he is required to retain the permission of the Planning Inspectorate as the playground is situated on common land. The Clerk recommended that he communicate direct with the Planning Inspectorate concerning the required S38 application, however the Council did not agree to this and instead requested the clerk obtain confirmation that the S38 permission was granted for the original children's playground and fence.

14. Consultations

1. Lottery

The Government wishes to restore the National Lottery to its original purpose. No comments would be made.

2. SCC – Surrey Minerals Plan

CD with Submission documents and revised environmental report June 2010 and Summary of revisions to Environmental Report and Non-Technical Summary (paper) held by Clerk; responses are made on-line. Mr Knox is reviewing one aspect and after a brief discussion, it was agreed his comments , if any, would be adopted.

3. Draft Commissioning Strategy for Dementia and mental health services in Surrey

NHS Surrey and SCC are consulting on the above.

See www.fadingmemories.surreyhealth.nhs.uk No comments would be made.

15. Correspondence received – the following was noted:

15.1 Surrey County Council

Agenda and reports for the meeting of the County Council on 20th July 2010.

15.2 Tandridge District Council

Schedule of Committee and Sub-Committee meeting dates July – November 2010

Minutes of the Annual Council Meeting held on 20th May 2010

Reports submitted to the Special Council Meeting and Council Meeting on 15th July.

Planning Committee – 22nd July 2010.

Tandridge Magazine, Summer 2010 edition

15.3 Surrey Wildlife Trust – Surrey Nature and Natural World, Summer 2010 editions.

15.4 NCYPE - “The Voice of Childhood Epilepsy” Summer 2010 edition.

15.5 Surrey Community Action – Magazine Summer 2010.

Part 2 – There was none.

The next meeting of the Parish Council will be held at 7.45pm on Monday 6th September 2010 in the Oasis, Baptist Church, Godstone.

The meeting closed at 10:20pm.

Chairman Date 2010