

Abinger Parish Council

Abinger Common, Abinger Hammer, Forest Green, Oakwood Hill & Walliswood

UNAPPROVED Minutes of Ordinary Meeting

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| Date & Time: | Monday 20 January 2014 at 7.45pm |
| Venue: | Walliswood Village Hall |
| Chair: | Ros Doree (RD) |
| Clerk: | Suzanne Bennett |
| Councillors: | Gary Bennett (GB), Barrie Arminson (BA), Deardre Cunningham (DC), Mike Brady (MB), Paul Cleaver (PC), William Corke (WC) part |
| Present: | Four members of the public. |

PART ONE

| No. | Item |
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| 14/01/01 | Apologies for absence received from Dave Adams (DA) and Peter Farley (PF). The Chair welcomed everyone and started the meeting. |
| 14/01/02 | Declaration of Interests All councillors declared trusteeship of Abinger Parish Recreation Grounds Charity (APRGC). RD and DC declared an interest in item 8 (a) Planning, MVDC. |
| 14/01/03 | Minutes of the meeting held on 18 November 2013 were discussed and approved. DC proposed, BA seconded. |
| 14/01/04 | To Co-opt a Councillor for the North Ward and receive Declaration of Office. Mr Corke was co-opted to the North Ward. |
| 14/01/05 | <p>Abinger Parish Council Business</p> <p>(a) Banking. To propose and pass a resolution for additional signatories The Chair gave councillors an update on procedure for additional signatories to the NatWest accounts. MB proposed RD, GB, PF and BA become signatories, DC seconded. All signatories have received application forms and require submission to the bank for processing.</p> <p>(b) Financial. To receive Clerk's financial report and to authorise issue of cheques. MB proposed, BA seconded.</p> <p>(c) Budget. To propose budget for 2014-15 including purchase of new office equipment The councillors discussed in detail the budget document. The councillors agreed that the cost of a Neighbourhood Plan would be large as initial research had indicated in excess of £10,000 and worthwhile investigating further. The Clerk informed the councillors of a funding opportunity which would require more detail. RD and GB will attend a seminar on this subject in February and will report back to the parish council at the March meeting. Also discussed was the repair of the stocks at Abinger Common (the parish council is obliged to maintain and repair) as early indications of cost had been £5,000. DC and RD asked the Clerk to research a grant from the Heritage Lottery Fund. With these amendments the parish council approved the budget for 2014-15.</p> <p>(d) Precept. To propose and agree precept for 2014-15 The councillors voted in favour of increasing the precept by £1,000 to £22,000 for the 2014-15 financial year.</p> <p>(e) Walliswood Village Hall. To discuss increase in costs for annual grass cutting. The councillors invited a Walliswood Village Hall Committee Member to clarify the arrangement for the grass cutting. The councillors agreed that to invoice the parish council for this service would not be sufficient and that this should be sought through a Section 137 Grant. By applying for a grant the amount requested can be set by the village hall committee for consideration by the parish council. It was agreed that the Clerk forward the policy to the village hall committee for completion and on receipt of the application the payment made at the amount of £875.00.</p> <p>(f) Section 137 Grants. To receive application from St James Church. An application to repair the churchyard wall was received from St. James Church which the councillors discussed and agreed the grant. MB proposed, DC agreed. The Chair asked the Clerk to collate grant amounts by village over a 10 year period.</p> <p>(g) Standing Orders. To issue draft for review. Propose implementation timescales. The Clerk gave councillors a summary of the main changes to the new standing orders and the importance of reviewing documents periodically. Agreed to circulate new standing orders by 26 January for councillors to review and give feedback to the Clerk by 18 February. Amendments will be made within a week for final circulation in order that the parish council can adopt the standing orders at the March meeting.</p> <p>(h) BT Telephone Kiosks. To receive update ref The Dene, propose action and review dates. The Clerk gave an update on the public liability insurance of the phone box at The Dene and that this is covered under the parish council insurance without any extra cost as the parish council is the main adopter.</p> <p>(i) Parish Council Website. To discuss development. Positive feedback had been received regarding the website in particular to the planning page and historical minutes. Members of the public agreed that the links worked well although after some discussion believed that Firefox may not</p> |

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| | <p>support the links and a notice of such put on the home page. It was noted some out of date information on the cycle races which will be addressed. GB reminded councillors that the current platform is free of charge and a very useful tool and that there was no requirement to invest funds into the website at present which was agreed. GB reiterated that all feedback is welcome and it continues to be a work in progress.</p> <p>The councillors discussed the free Twitter account which GB uses to repost information pertinent to the parish.</p> <p>(j) Playgrounds Walliswood. To receive update on playground installation. The Clerk confirmed that the estimated start date is 20 February. It was agreed that if the bad weather continued and playground water logged then this date should be postponed. The parish council was in receipt of a grant from CCIr Hazel Watson and discussed that when the project is completed the county councillor should open the playground to the public.</p> <p>(k) Public Question Clarification. The Chair gave the feedback to the parish council received from SALC regarding public question time. The parish council recommended that members of the public contact the Clerk with any concerns, issues, ideas and if appropriate they could be added to an agenda for discussion.</p> <p>Actions agreed</p> <ul style="list-style-type: none"> • To take bank signatory forms to NatWest in Dorking for processing (RD, GB, BA, PF) • To research grants from the Heritage Lottery Fund (Clerk) • To forward precept document to MVDC (Clerk) • To forward Section 137 Grant forms to Walliswood Village Hall Committee (DC/Clerk) • To collate grant information by village over a ten year period (Clerk) • To circulate standing orders by 26 January (Clerk) • To update out of date information regarding cycling on the website (GB/Clerk) • To liaise with Playdale re. installation of equipment (Clerk) |
| <p>14/01/06</p> | <p>Public Question Time</p> <p>Members of the public were invited to speak at the appropriate item on the agenda.</p> |
| <p>14/01/07</p> | <p>Abinger Parish Recreation Ground Charity Chair to update members on Surrey Association of Local Council (SALC) recommendations. The Chair would give this update in Part 2.</p> <p>(a) To receive a report on charity land and management.</p> <p>(i) Abinger Hammer</p> <ul style="list-style-type: none"> - To update on progress of wayleaves The Clerk gave update on the progress and will continue to liaise with the solicitors. - To receive quotations for litter signs (Part 2) The Chair gave feedback from MVDC regarding the removal of the litter bins who believe this to have been a success and would continue to support it. <p>It was noted that the porta loo at the village hall was still to be removed. The Chair will contact MVDC to remove and confirm this arrangement for the summer season this year as it was felt it was installed rather late in the season last year to get a clear picture of its success. The parish council will contact the village hall thanking them for giving permission to site the porta loo in their car park and ask if they would grant permission for this year.</p> <p>(ii) Abinger Common</p> <ul style="list-style-type: none"> - Request to plant memorial cherrytree The parish council discussed the request and agreed that a cherry tree could be planted although the location would require changing. It was proposed that the Chair and another parish councillor meet with the family to agree a location. This would be confirmed in writing including a plan by the parish council before the planting took place. - Stocks The Chair gave an update with Richard Hayes-Hall (RHH) continuing with report. After the report is received RHH will require another site visit with Peter Mills of MVDC. As discussed in item 14/01/05 (c) preliminary costs are £5,000 with research to be carried out into funding opportunities. - Pond It was agreed that the weather had played a part in carrying out any work on the pond. Simon Elson had indicated that the best time to complete this work would be in September. - War Memorial Maintenance The Chair and DC confirmed that the lettering was in need of restoration. The parish council requested three quotations for the Trustees meeting in February. <p>(iii) Forest Green</p> <ul style="list-style-type: none"> - Ponds Simon Elson bought eight volunteers from the Reigate Conservation Area to carryout work on the main pond on the green. They were joined by RD, DC and members of the public. - To receive various quotations (Part 2) - To discuss easements and encroachments on charity land It was agreed that this should be discussed in Part 2. |

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| | <p>(b) To receive reports on playgrounds and agree any necessary maintenance. Abinger Hammer and Abinger Common playgrounds had been cleared of leaves and there was nothing else to report. Nothing to report at Walliswood playground.</p> <p>(c) To note change of Trustees at Abinger Cricket Club. Abinger Parish Council noted the changes and agreed to pass on the Charity Commission fee to their solicitors.</p> <p>(d) Future meeting dates for Abinger Parish Recreation Ground Charity (APRGC)</p> <p>18 February 2014 – Rose Villa, Abinger Hammer</p> <p>To set dates and venues for future meetings. Agreed to discuss at February meeting.</p> <p>Actions agreed</p> <ul style="list-style-type: none"> To contact MVDC to remove loo and confirm for summer 2014 (RD) To contact Abinger Hammer Village Hall thanking for permission to site porter loo and seek permission for summer 2014 (Clerk/RD) To contact Gibbs family to arrange a site visit to agree location of cherry tree (RD) To obtain three quotations for restoration of war memorial at Abinger Common (Clerk) To contact Charity Commission and liaise with solicitors (Clerk) |
| 14/01/08 | <p>Mole Valley District Council</p> <p>(a) Planning.</p> <p>The parish council objected in writing to MVDC with regards to a planning application at Bennetts Grove, Mayes Green. This was dealt with by the Vice Chair as RD and DC declared an interest.</p> <p>Members of the public had brought to the attention of the parish council two items of concern:</p> <ul style="list-style-type: none"> A static mobile home at Forest Green House Extensive building work at the Squirrels <p>It was agreed that these items be passed onto MVDC planning department.</p> |
| 14/01/09 | <p>Surrey County Council</p> <p>(a) Highways.</p> <p>The lack of gritting on the A25 has been a major issue coupled with poor driving, standing water on the road and pot holes.</p> <p>Actions Agreed</p> <ul style="list-style-type: none"> To report broken railings at Abinger Hammer (Clerk) To report broken railings at junction of Horsham Road/Froggetts Lane in Walliswood (Clerk) |
| 14/01/10 | <p>SALC. Future events run by Surrey Association of Local Councils.</p> <p>Surrey Planning Session – Thurs 27 February at Cranleigh Arts Centre (6pm-9pm) Cost £20.00 – RD & GB attending.</p> <p>Clerk Training Day – Tues 11 March at Billingshurst Community Centre (9am-4pm) Cost £87.50. It was agreed for the Clerk to attend, RD proposed, DC agreed.</p> |
| 14/01/11 | <p>Invitations/Correspondence from other bodies.</p> <p><u>2014 Prudential RideLondon Surrey Event</u> – 6 March 2014, 6.30pm to 8.30pm at Council Chambers, Pippbrook (invited by Helyn Clack) – Rd and MB to attend.</p> |
| 14/01/12 | <p>Member's Reports/Notice of Future Business.</p> <p><u>Prudential RideLondon Surrey Briefing</u> (invited by Helyn Clack) Dorking Halls – November 2013</p> <p>The Chair gave an overview of the meeting which was aimed at informing of the proposed route for 2014.</p> <p><u>SALC Meeting</u> – January 2014</p> <p>The Clerk gave feedback to councillors in particular the resource available by being a member of SALC.</p> <p><u>Cycle Races</u> – SCC at Walliswood Village Hall</p> <p>The Chair informed the parish council that this was another meeting aimed at local confirming the route for 2014 which the Prudential RideLondon Surrey organising will be taking to SCC for approval.</p> |
| 14/01/13 | <p>Future meetings (all commence at 7.45 pm)</p> <p>17 March 2014 - Abinger Hammer Village Hall</p> |
| | <p>The Chair thanked the public for their attendance and requested that they leave the meeting for Part 2.</p> |
| | <p>Meeting finished at 10.45 pm</p> |