

# Abinger Parish Council

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

## Minutes of APC Council Meeting held on 18<sup>th</sup> November 2019 at 8:01pm

<b>Venue</b>	Abinger Common Village Hall
<b>Councillors</b>	Paul Cleaver (PC) Carla Jones (CJ) Deardre Cunningham (DC) Henry Barnard (HB) Maria Belcher (MB) Ed Bigland (EB) Johan Ingles-Le Nobel (JIN) Jerry Strzebrakowski (JS)
<b>Clerk</b>	Beccy Anderson (BA)
<b>Attending</b>	
<b>Item</b>	
<b>1</b>	<b>Attendance and Apologies for Absence</b> – Jerry Strzebrakowski (JS), Henry Barnard (HB) Maria Belcher (MB)
<b>2</b>	<b>To receive any declarations of interests in respect of any agenda items</b> – All councillors have an interest in APRGC charity
<b>3</b>	<b>PUBLIC QUESTION TIME</b> – None
<b>4</b>	<b>Approval of the Minutes of the Annual Council Meeting of the Parish Council held on 21<sup>st</sup> October 2019</b> The Minutes of the meeting having previously circulated were taken as read. They were agreed and signed by the Chair.
<b>5</b>	<b>Planning.</b> <ul style="list-style-type: none"> <li>• DC reported that there was no planning meeting this month.</li> <li>• DC updated re Wienerberger Brickworks pre-planning advice request – it is likely that the request would only cover building on the footfall of current buildings which would mean any development would be much smaller than initially thought.</li> <li>• PC raised a recent planning application on Hackhurst Lane which DC agreed to look into.</li> </ul>
<b>6</b>	<b>Matters Arising from previous Minutes (For information only) - Recommendation:</b> To note the information. NONE
<b>7 Action BA</b>	<b>To receive Clerk's financial report and to authorise issue of cheques</b> <ul style="list-style-type: none"> <li>• The clerk presented the bank reconciliation for October 2019 which was approved and signed.</li> <li>• The clerk presented the payments which were approved.</li> <li>• Section 137 applications – The Clerk reported the auditor's advice re a request from a church could not be allowed under Section 137 rules. The Clerk will email requestors.</li> <li>• Clerk's Payroll – The councillors discussed the 3 quotes and agreed with the Clerk's recommendation asking her to ask the payroll company (PGA) for a parish who were happy to provide a reference</li> <li>• Audit – The Clerk reported she met with the internal auditor on 18<sup>th</sup> November and she had just received his report which she will forward to councillors. The External Audit report was presented to the councillors who noted comments. The Clerk will upload to website.</li> <li>• Precept/Budget Planning - The Clerk informed the councillors of the need to sign off the budget for 2020/201 at the January 2020 meeting. The Clerk will email</li> </ul>

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	<p>out a draft budget the beginning of January 2020 for councillors to consider before the meeting. Councillors were also asked for any ideas/proposals for spending for 20/21</p> <p style="text-align: center;"><b>JANUARY 2020 PAYMENTS</b></p> <table border="1"> <tr> <td>HMRC</td> <td>Clerks' Tax/NI &amp; Employers NI for Dec &amp; Jan</td> <td>£603.74</td> </tr> <tr> <td>Surrey Hills Solicitors</td> <td>Advice re Parrot</td> <td>£210.00</td> </tr> <tr> <td>Surrey Hills Solicitors</td> <td>Advice re Danesmead</td> <td>£330.00</td> </tr> <tr> <td>GC Knight &amp; Partners</td> <td>Playgrounds maint</td> <td>£441.00</td> </tr> <tr> <td>Safeplay</td> <td>playground repairs</td> <td>£713.10</td> </tr> <tr> <td>Rebecca Anderson</td> <td>Clerks expenses November/December</td> <td>£87.55</td> </tr> <tr> <td>Mulberry &amp; Co</td> <td>Payroll</td> <td>£42.00</td> </tr> <tr> <td>APK Tree Services</td> <td>Tree works AH</td> <td>£590.00</td> </tr> <tr> <td>EJ Barnard</td> <td>FG works</td> <td>£80.00</td> </tr> <tr> <td>Bray Estates</td> <td>Danesmead advice</td> <td>£1,140.00</td> </tr> <tr> <td>GACC</td> <td>Membership</td> <td>£5.00</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>TOTAL</b></td> <td><b>£4,242.39</b></td> </tr> </table>	HMRC	Clerks' Tax/NI & Employers NI for Dec & Jan	£603.74	Surrey Hills Solicitors	Advice re Parrot	£210.00	Surrey Hills Solicitors	Advice re Danesmead	£330.00	GC Knight & Partners	Playgrounds maint	£441.00	Safeplay	playground repairs	£713.10	Rebecca Anderson	Clerks expenses November/December	£87.55	Mulberry & Co	Payroll	£42.00	APK Tree Services	Tree works AH	£590.00	EJ Barnard	FG works	£80.00	Bray Estates	Danesmead advice	£1,140.00	GACC	Membership	£5.00		<b>TOTAL</b>	<b>£4,242.39</b>
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<p><b>8</b> <b>Action Clerk</b> <b>HB</b> <b>PC</b> <b>CJ</b></p>	<p><b>Playgrounds Inspection/works</b></p> <ul style="list-style-type: none"> <li>The councillors discussed the Playsafe November report and agreed to action repairs for the red items on the report. The Clerk will place order with Playsafe</li> <li>The clerk informed the councillors that the last of the inspections ordered is February 2020. PC asked to be present – the Clerk will liaise with Playsafe to obtain date/time of next inspection. The Clerk will schedule obtaining quotes for bi-annual inspections for 2020.</li> <li>HB had informed the Clerk he was waiting for 2 more quotes for AC repairs – the Clerk will chase HB</li> <li>PC agreed to liaise with Eldred in regard with clearing nettles and cutting back hazel</li> <li>The Clerk was asked to follow up with HB in regard to new signs for 3 playgrounds.</li> <li>Councillors discussed use of Walliswood recreation ground for fireworks events. CJ will view site to see if furniture/gazebos have been removed</li> </ul>																																				
<p><b>9</b></p>	<p><b>Mobile 5G Networks</b></p> <ul style="list-style-type: none"> <li>The councillors discussed the proposed changes to permitted development regulations to allow for erection of 5G masts. Johan did not hear back from resident who raised the issue. Whilst the councillors did not like the height of permitted masts they noted that the date for comments had passed and felt the parish council comments held little sway with government consultation process.</li> </ul>																																				

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<b>10</b> <b>Action</b> <b>DC</b> <b>Clerk</b>	<b>Speed Limits/Traffic Calming</b> <ul style="list-style-type: none"><li>The councillors discussed the emails from residents and Cllr Clack. DC raised the issue of Forest Green residents wishes for a sign on the Green in regard to brickworks vehicles. DC will send details of previous correspondence to Clerk who will compose letter to SCC.</li></ul>
<b>11</b> <b>Action</b> <b>Clerk</b> <b>JIN</b>	<b>APC Website</b> <ul style="list-style-type: none"><li>The councillors agreed with the text regarding the role of the council to be added to the website. The Councillors also discussed other ideas for the website; the Clerk stated that the policies need to be uploaded to the website as recommended by the auditor. JIN was happy to investigate updating the website and/or changing host whilst liaising with the Clerk</li></ul>
<b>12</b>	<b>Gatwick issues</b> <ul style="list-style-type: none"><li>EB reported after attending the GACC annual general meeting on 15th November where matters including expansion to the emergency runway and the increase of flights. Ed identified possible frictions with CAGNE who's Chair attended the meeting. The Clerk will contact CAGG to see if APC can be put on their mailing list.</li></ul>
<b>13</b>	<b>Chair's announcement - Removal of Abinger BT Telephone boxes</b> <ul style="list-style-type: none"><li>The councillors discussed the email from BT regarding the removal of BT and the opportunity for residents to purchase the telephone boxes for £1. Councillors requested the Clerk to put up an additional notice on each phone box giving APC contact details for residents to get advice and to enable the Clerk to monitor any interest</li></ul>
<b>14</b>	<b>Date of next meeting Next Parish Council meetings: 20<sup>th</sup> January 2020 Walliswood Village Hall</b>
<b>15</b>	<b>To consider excluding the public – no matters to discuss</b>

**The meeting closed at 21.17pm**

**Signed.....**

**Date.....**