

Abinger Parish Council

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

Draft Minutes of Ordinary Meeting held on 20th November 2017 at 8pm

Venue	Abinger Hammer Village Hall
Chair	Ros Doree (RD)
Councillors	Richard Frost (RF), Mike Brady (MB), Peter Farley (PF), Deardre Cunningham (DC), William Corke (WC), Henry Barnard (HB), Carla Jones (CJ)
Clerk	Trevor Haylett
No.	Item
1/11/17	Apologies – Paul Cleaver (PaC)
2/11/17	To receive any Declarations of Interest in respect of any items on the agenda – all Councillors declared trusteeship of Abinger Parish Recreation Grounds Charity (APRGC).
3/11/17	To confirm and sign Minutes - The Minutes of the meeting held on 18 th September 2017 were agreed, proposed by HB and seconded by WC, and duly signed.
4/11/17	<p>Finances -</p> <p>(a) To receive Clerk's financial report and to authorise issue of cheques. The following payments were agreed:</p> <p>Clerk – Oct salary - £629.31 ** Clerk - Nov salary - £629.31 BDO – External Audit - £360 Burleys – Sept invoice - £454.16 Burleys – Oct invoice - £454.16 GC Knight – hedgetrimming - £468 ** FGVH – September meeting - £20 ** HMRC - September quarter = £5.01 Rodney West – strimming and bridge repairs = £40</p> <p>** Retrospective payments - cheques written in October</p> <p>The bank reconciliation was agreed. The balance at 13th November was £24,732.09 and in the Reserve Account it was £20,427.21.</p> <p>(b) External Auditor report for 2017/18 – the Clerk had previously circulated the External Auditor's Report and notices had been posted on the noticeboards. The Report was approved.</p> <p>(c) Section 137 Grants - None</p>
5/11/17	Public Question Time – None
6/11/17	<p>Trees in general – The report from the Mole Valley inspectors had not yet arrived and RD asked the Clerk if he could chase them up.</p> <p>Action: the Clerk will contact MVDC.</p> <p>The quote from DG Tree Services for a 50% reduction on the Alder at Abinger Hammer</p>

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	<p>Green had come in at £750 plus vat with an additional £150 for the reduction of the tree on the A25 near the Kingfisher Farm entrance.</p> <p>Action: DG Tree Services will be asked to carry out the work and HB said he would be seeing the contractor the following day and would relay the message.</p>
7/11/17	<p>Highways – RD said she had a meeting planned with County Councillor Hazel Watson later in the week, and also Surrey County Council’s planning officer, in relation to the mineral extraction planning application for Wienerberger Brickworks. They would be discussing local residents’ concerns regarding lorry traffic and pollution and also their concerns about the new factory building planned.</p>
8/11/17	<p>Planning Applications received since the last meeting:-</p> <p>MO/2017/1852/LBC - Cobbetts, Lyefield Lane, Forest Green- Listed Building Consent MO/2017/1895/PLA - Okewood Nursery, Walliswood Green Road, Wallis Wood – Detailed MO/2017/1910/PLAH - 3, Fernbank Close, Forest Green – Detailed Householder MO/2017/1808/CC - Abinger Hall, Guildford Road, Abinger Hammer - Variance of Conditions MO/2017/1867/TFC - Fern Cottage, Fern Lane, Wallis Wood – Tree Felling Consent MO/2017/1879/PLAH - Cobbetts, Lyefield Lane, Forest Green - Detailed Householder MO/2017/1761/PLAH - Fishfold Farm Cottage, Pislely Lane, Ockley - Detailed Householder MO/2017/1822/TFC - Silverdale, Fern Lane, Wallis Wood – Tree Felling Consent MO/2017/1634/CC - Forest Green Farm, Mill Lane, Forest Green – Variance of Conditions MO/2017/1685/PLAH - The Jackdaws, Walliswood Green Road, Wallis Wood - Detailed Householder – WITHDRAWN ** MO/2017/1551/PLA - The Pheasantry, Froggetts Lane, Wallis Wood - Detailed MO/2017/1505/PLA - Pondhead Farm, Bennetts Grove, Forest Green – Detailed MO/2017/1590/PCL and MO/2017/1591/PCL - Holmbury Farm, Cotton Row, Holmbury St Mary – Certificate of Lawful Use MO/2017/1500/CAT - Chenies Cottage, Okewood Hill – Conservation Area Trees</p> <p>DC said that the PC had commented on only one application – The Jackdaws.</p>
9/11/17	<p>London Marathon Grants – RD explained that Forest Green Cricket Club’s grant application had been turned down by the London Marathon Charity Trust while APRGC had been awarded £20,000 for the Abinger Common playground refurbishment – it had applied for £35,000.</p> <p>RD said it was disappointing: the project at Abinger Common would have to be curtailed while there was a possibility that FGCC could fold if they weren’t able to improve their clubhouse. She had spoken to Kevin Nash of the Ride London organisers and he had forwarded a contact in the grants department who was prepared to speak to RD about the two applications. RD said she was hopeful that she could secure FGCC and APRGC a better deal.</p>
10/11/17	<p>Village Greens</p> <p>(i) Clearing ponds/stream – PaC had cleared the pond at Abinger Common while a volunteer team from Juniper Hall had removed the vegetation from the stream at Abinger Hammer with assistance from PaC and a nearby resident. RD thanked WC and his sister Emma for allowing the waste material from the stream to be placed in the wood behind the playground.</p>

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	<p>(ii) Ditches – Richard Aldred had not yet been able to clear out the ditches at Forest Green and there was concern that the ground was getting wetter. It could be that the work would be delayed until the spring.</p> <p>(iii) Strimming – Rodney West (RW) had strimmed areas of the Abinger Hammer playground and had charged £40. He had quoted £160 to strim the Abinger Common playground and to leaf-blow there as well as the Abinger Hammer playground. In addition he had quoted £280 to lay new deckboards on the far footbridge at Abinger Hammer Green. The fencing at Abinger Common playground needed a lot of attention and he had quoted £460 for new rails and palisades.</p> <p>RD explained that she was hoping to obtain another quote for this work but the workman concerned had been injured and would not be able to take it on. It was agreed to ask RW to do the fencing work and to decide on the strimming in the new year.</p>
11/11/17	<p>Risk Assessment – RF had earlier circulated Risk Registers for both APC and APRGC but said it was lacking much input from other Councillors. HB suggested adding another column which would show the result of a particular course of action being taken and RF said he would include that. RD proposed that the Register be approved as it stood and this was agreed. The separate Charity Risk Assessment would be considered at the next APRGC meeting. RD thanked RF for his hard work on this matter.</p>
12/11/17	<p>Asset Register – the Clerk had previously circulated the Asset Register he had begun to compile. There was discussion about what should be included – whether it should include the signpost at Abinger Hammer or the War Memorials for example. A number of questions were left unanswered and it was agreed that the Clerk and RF should put these to their meeting with the Internal Auditor in December.</p>
13/11/17	<p>Bye-Laws - RF said the Department of had raised questions about the proposed new bye-laws. For instance, they countered the PC's move to ban barbecues from the Village Greens with the suggestion that there could be a designated area for barbecues. RF said he had a horrible feeling that the Department wanted him to go back to the drawing board and draw up a new set of bye-laws. RD proposed that the PC should, reluctantly, go along with what the Department was suggesting because this at least would move the matter forward. This was agreed.</p>
14/11/17	<p>Noticeboards – RD said the noticeboards should be replaced because they were past their best and it was becoming increasingly difficult to pin notices up. The Clerk produced some photos of potential replacements and quotations. RD said it would be good to make part of the noticeboard lockable so that there was a guarantee of space for Parish Council business. HB said that the National Trust's volunteer staff made bespoke noticeboards and he would ask them to provide a quote. RD said a board which took 8 A4 sized sheets (four across and two down) would be ideal for the lockable part of the new noticeboards.</p>

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	<p>There was a discussion about the noticeboard at Walliswood which was sited on the wall of an outbuilding belonging to The Scarlett Arms. It was agreed that RD and CJ would go and talk to the landlord and seek permission to put up a new noticeboard.</p>
15/11/17	<p>Wotton Combined Charities Nomination - The PC had been asked to approve Mrs Sue Gibbs continuing as the Representative Trustee on the Wotton Combined Charities and this was agreed.</p>
16/11/17	<p>To Agree Dates of future Parish Council meetings – The next meeting will be held on Monday 15th January, venue to be confirmed. The other meetings in 2018 would be held on 19th March, 14th May, 16th July, 17th September and 19th November.</p>
17/11/17	<p>Additional items to discuss/Events/Correspondence/Invitations</p> <ul style="list-style-type: none">(i) CAGNE – There was a Forum meeting on 29th November which MB was unable to attend. The Clerk asked that anyone who wanted to attend should contact him.(ii) Abinger School trophies – a Kent resident had written to the PC offering two athletics trophies, originating from Abinger Hill School, which her Aunt had passed down to her. She suggested that they could be used by a local school. Action: The Clerk will write to Surrey Hills School and suggest that they might make use of the trophies.

The meeting closed at 21:45pm