

Abinger Parish Council

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

UNAPPROVED Minutes of Ordinary Meeting

Date & Time:	Monday 21 July 2014 at 8.00pm
Venue:	Abinger Hammer Village Hall
Chair:	Ros Doree (RD)
Clerk:	Suzanne Bennett
Councillors:	Gary Bennett (GB), Mike Brady (MB), Paul Cleaver (PC), Deardre Cunningham (DC), Peter Farley (PF)
Present:	Inspector Richard Hamlin (part) and two members of the public.

PART ONE

No.	Item
14/07/01	To Welcome councillors & public and to receive apologies for absence. Apologies were received from Dave Adams (DA), Barrie Arminson (BA) and William Corke (WC). The Chair welcomed everyone and started the meeting.
14/07/02	Declaration of Interests All councillors declared trusteeship of Abinger Parish Recreation Grounds Charity (APRGC). RD noted an interest in item 4 (g) Footpath 60 and GB noted interest in item 4 (b) Clerks hours.
14/07/03	Minutes of the meeting held on 19 May 2014 were approved. PF proposed, GB seconded.
14/07/04	<p>Abinger Parish Council</p> <p>(a) Financial. To receive Clerk's financial report and to authorise issue of cheques The Clerk gave the Councillors a breakdown of the financial report. The format of the report was discussed and agreed to change for the next meeting. It was agreed to confirm with MVDC date the precept will be paid in September. The financial report was agreed, proposed by PC and seconded by MB.</p> <p>(b) Clerks Hours. To discuss and agree an increase in hours. The Chair gave the Parish Council an update on the workload expected of the Clerk and that the hours currently agreed (10 hours per week) is not adequate. Councillors discussed workload and impact of increasing the hours. It was agreed to increase the Clerks hours by one hour per week with a review of hours to be discussed at the January 2015 meeting in line with setting the Precept for 2014-15 as it was thought two hours per week would be more effective. The Parish Council voted unanimously in favour of increasing by one hour per week.</p> <p>(c) Laptop. To agree purchase of laptop including software and data storage. The Clerk presented the Parish Council with costs to purchase a laptop (£339.00 inc VAT) and an external hard drive (£47.97 inc VAT), security software is available from BT. There would be an additional cost of approx. £80.00 to purchase Windows 8 software. The Councillors discussed the requirements and value for money agreeing that these items should be purchased. It was also agreed to reimburse the Clerk once purchased. PC proposed and MB seconded.</p> <p>(d) Section 137 Grants. To receive application from Forest Green Cricket Club & Forest Green Village Hall. Forest Green Cricket Club – The Councillors discussed the application for £250.00 towards a replacement window at the pavilion. The grant application was approved. DC proposed and MB seconded. Forest Green Village Hall – The Councillors discussed the application for £1000.00 towards the redecoration of the main hall. The grant application was approved. GB proposed and DC seconded.</p> <p>(e) Prudential RideLondon Grant Application. To discuss and agree application for submission. The Parish Council discussed and agreed to apply for a grant to refurbish the playground at Abinger Hammer. As part of this process it was agreed to approach Abinger Cricket Club discussing the opportunity to open up their tennis court to the community and include refurbishment of the court in the Parish Council grant application. PC proposed and MB seconded.</p> <p>(f) Neighbourhood Plan. To give feedback from meeting with MVDC Senior Policy Planning Officer on 9 June 2014. The Chair gave an update on the meeting held with Senior Planning Policy Officer, Sarah Nelson on creating a Neighbourhood Plan. It was felt that in order to complete a plan development sites would need to be identified and currently the majority of the Parish is protected. It was agreed that the Parish Council should adopt a Design Statement and that this should be discussed in more detail at the next meeting. DC proposed and PF seconded.</p> <p>(g) Footpath 60. To discuss response from SCC and agree action. The Chair confirmed that PF wrote to SSC regarding reinstating Footpath 60 on behalf of the Parish Council. SCC response confirmed their intention to reinstate footpath. The Clerk was asked to report the broken bridge on a parallel footpath to SCC and write requesting money is spent on maintaining the current used footpath rather than wasting money on reinstating a footpath that has not existed for at least 100 years. PF proposed and MB agreed.</p>

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	<p>Actions agreed</p> <ul style="list-style-type: none">• To reformat Financial report (Clerk)• To confirm with MVDC payment date of precept (Clerk)• To purchase laptop and accessories (Clerk)• To confirm grant approval with Forest Green Cricket Club (Clerk)• To confirm grant approval with Forest Green Village Hall (Clerk)• To draft grant application form for Prudential RideLondon (Clerk)• To include Design Statement on September agenda (Clerk)• To write to SCC reporting broken bridge on footpath (Clerk)
14/07/05	<p>Public Question Time</p> <p>Police Ins. Richard Hamlin introduced himself to the Parish Council giving details of his career and how he came to this current role. Ins. Hamlin confirmed that the community could expect the same policing style as his predecessor Ins. Rundle. The Dorking Rural team has changed in staff recently with PCSO Sucha and PC Dootson moving to other posts. PC Matt Savage has joined in a full time role and PC Faye Howitt in a part time role. PCSO Booker remains on sick leave after breaking her wrist but hopeful she will return in three to four weeks. Ins. Hamlin reassured the Parish Council that although the team for Dorking Rural may seem small he does have in excess of 35 officers that can be deployed across the area and recently Leatherhead officers were placed on the closed B2126 to monitor. Ins. Hamlin gave the Parish Council the crime report with 2 crimes from 19 June to 19 July.</p> <p>The Chair thanked Inspector Hamlin for his introduction and answering questions.</p> <p>Public – Forest Green Cricket Club A member of the public confirmed that the Cricket Club would complete the mowing under the boundary fence.</p> <p>Public – Mast at Forest Green A member of the public informed the Parish Council of a temporary mast on private land at Forest Green as it is thought to be 6-8ft wide and at least 20ft high. The Councillors agreed that even though temporary the mast may require planning permission due to its size. It was agreed that the Clerk contact the planning department at MVDC.</p> <p>Public – Speeding on Ockley Road, Forest Green A member of the public explained to the Parish Council a huge concern of speeding traffic. Although the road is 40mph it is very rarely adhered to. A number of ways to monitor speeding was discussed with input from Ins. Hamlin. It was agreed that this would be passed to a Speed Casualty Officer who could implement speed monitoring. Inspector Hamlin will contact the Officer and liaise with the Clerk.</p> <p>Public – Blocked drain on Ockley Road, Forest Green A member of the public confirmed that they had spoken to Cllr Watson regarding a blocked drain which they feel will have a huge impact on road safety during the Winter if not cleared and asked the Parish council what else could be done to get this completed. A Councillor explained that the best way to get this drain cleared was to report it on the SCC website and ask as many people in the village as possible to do the same as this would encourage action to be taken. The Chair also informed the public of the Highways Forum held in October by Cllr Watson where this could be noted if not rectified beforehand.</p> <p>Public – Planning applications at Forest Green A member of the public informed the Parish Council of the lack of notification of planning applications within the village as they had not been notified of an application where they are neighbours only finding out after the application had been approved. The Chair encouraged the member of the public to contact MVDC direct asking for an explanation. The Chair confirmed that applications are on the Parish website and notice boards but ultimately it is up to the MVDC to inform residents.</p> <p>Actions agreed</p> <ul style="list-style-type: none">• To contact MVDC planning regarding temporary mast (Clerk)• To liaise with Ins. Hamlin on speed monitoring (Clerk)
14/07/06	<p>Abinger Parish Recreation Ground Charity (a) To receive a report on charity land and management. (i) Abinger Hammer - To update on progress of wayleaves</p> <p>The Clerk confirmed that payment had been received from Hedleys with regards to the Wootton Estate wayleave. The Clerk explained that the wayleave for Martin Grant Homes is for the Lodge only not the office block and that Hedleys are confirming with their solicitors. Once confirmed Hedleys would be happy to remove the change of use clause and recommend approving the wayleave. The Councillors had some concern on how many wayleaves were due to which the Clerk and Chair believed there to be three (Wootton Estate, Martin Grant Homes and Abinger Motors). Martin Grant Homes and Abinger Motors are using the same solicitor to reduce costs. It was agreed that the Clerk</p>

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	<p>confirm with Hedleys the position with Abinger Motors.</p> <ul style="list-style-type: none"> - To receive update on Juniper Hall <p>The Clerk confirmed that Juniper Hall had gone through a management change in late June and happy to attend a site visit at Abinger Hammer. At the Trustees meeting it was agreed to contact Shere Parish Council who have dealings with Juniper Hall before meeting. The Clerk explained that contact had been made but the Clerk had been unavailable and the Assistant Clerk unsure. It was agreed PF make contact with the Chair of Shere Parish Council to discuss and give feedback.</p> <ul style="list-style-type: none"> - To consider quotation for repairs to benches <p>The Chair presented a quotation of £185.00 to repair the benches which included cleaning. A quotation of £50.00 had also been submitted to complete some cutting back onto the footpath. The Councillors agreed both quotations. GB proposed and MB seconded.</p> <p>(ii) Abinger Common</p> <ul style="list-style-type: none"> - To allocate a contractor to complete work on the Stocks <p>The Parish Council discussed the contractor's work to date and specialist knowledge and expertise including the positive feedback received from the Conservation Officer at MVDC. It was agreed to appoint Richard Hayes-Hall as the contractor to complete the necessary works on the stocks. DC proposed and MB seconded.</p> <ul style="list-style-type: none"> - To agree funding application for stocks <p>The Chair explained that a listed buildings application had been completed and Cllr Watson has given support to complete the works including additional work required to the housing structure. It was agreed that the Clerk circulate the email from Cllr Watson to the Councillors for their information. The Councillors agreed to apply for funding from Cllr Watson's member allocation. GB proposed and PF seconded.</p> <ul style="list-style-type: none"> - To receive update from DA on scoping of work on pond agree contractors for quotation <p>No update was available. The Chair had received a quotation of £220.00 for the hedge around the green which the Councillors agreed. PC proposed and MB seconded.</p> <p>(iii) Forest Green</p> <ul style="list-style-type: none"> - Ditches – to receive quotations <p>The Clerk presented three quotations to complete ditching work at Forest Green. The Clerk explained that each contractor had been given the same specification and DC had kindly spent time with each discussing the details of work required including supplying a map with ditches marked. The Councillors considered all the quotations and agreed to appoint the R. Alldred. DC proposed and PF seconded. A quotation had been received to strim the ditch opposite The Parrot to which the Councillors felt too expensive and agreed to request a quotation from R. Alldred.</p> <ul style="list-style-type: none"> - To receive update on mowing issue between Tillies Barn and Tillies Croft <p>Agreed to discuss at next APRGC meeting.</p> <p>(c) Future meeting dates for Abinger Parish Recreation Ground Charity (APRGC), venues TBC 19 August 2014 21 October 2014 16 December 2014 17 February 2015</p> <p>PF and WC gave apologies for the August meeting.</p> <p>Actions agreed</p> <ul style="list-style-type: none"> • To liaise with Hedleys re. wayleaves and clarify position of Abinger Motors (Clerk) • To contact Shere PC re. Juniper Hall (PF) • To confirm site meeting with Juniper Hall (Clerk) • To confirm contractor appointment for stocks (Clerk) • To apply for Member Allocation Grant for the stocks (Clerk) • To inform contractors of outcome re. ditch work (Clerk) • To request quotation from R. Alldred to strim ditch at Forest Green (Clerk)
14/07/07	<p>Mole Valley District Council</p> <p>(a) Planning Committee. To receive an update from the Chair of the Committee. PF gave apologies for the meeting scheduled for 1 September.</p>
14/07/08	<p>Surrey County Council</p> <p>Highways. To review current situation & to agree any action. It was agreed to report the yellow barriers left at Abinger Hammer requesting removal.</p> <p>Actions agreed</p> <ul style="list-style-type: none"> • To report yellow barriers (Clerk)
14/07/09	<p>SALC. Future events run by Surrey Association of Local Councils. The Clerk will forward RD dates of Chair Briefings.</p>
14/07/10	<p>Invitations/Correspondence from other bodies. Highways Forum – Pippbrook, Dorking, 10 October 2014</p>

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14/07/11	<p>Member's Reports/Future Business at Chairman's discretion.</p> <p>Prudential RideLondon – Drop In Session 2 July (Forest Green Village Hall)</p> <p>The Chair, Vice Chair, Cllr Brady attended a drop in session at Forest Green Village Hall which was not very well attended by the public as it was felt the publicity was poor.</p> <p>The Chair explained the intentions to have fencing along the green and bollards/tape across driveways. The Councillors discussed 'no parking' road signs as there was some confusion over wording and size last year and Police were not able to take action due to these being incorrect. Ins. Hamlin reiterated that parking issues are not a Police matter but to refer to SCC. The Chair will speak with Kevin Nash re. signs as the organisers are providing.</p> <p>Councillors informed Ins. Hamlin of the cycling issues the Parish experience and that it is the volume of cyclists all through the week that are having the biggest impact on the communities. Ins. Hamlin asked that any issues or incidents are reported to the Police.</p> <p>Actions agreed</p> <ul style="list-style-type: none">• To speak with Kevin Nash re. wording of signs (RD)
14/05/15	<p>Future meetings (all commence at 7.45 pm)</p> <p>15 September 2014 - Oakwood Hill Village Hall</p> <p>17 November 2014 - Evelyn Hall, Abinger Common</p> <p>19 January 2015 – Oakwood Hill Village Hall</p> <p>16 March 2015 - Abinger Hammer Village Hall</p>
	<p>Meeting finished at 10.45 pm</p>