

Abinger Parish Council

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

Draft Minutes of Ordinary Meeting held on 15th January 2018 at 8pm

Venue	Walliswood Village Hall
Chair	Ros Doree (RD)
Councillors	Richard Frost (RF), Mike Brady (MB), Peter Farley (PF), Deardre Cunningham (DC), Paul Cleaver (PaC), Henry Barnard (HB), Carla Jones (CJ)
Clerk	Trevor Haylett
Attending	Malcolm Clayton, Graham Quinnell
No.	Item
1/01/18	Apologies – William Corke (WC)
2/01/18	All Councillors declared trusteeship of Abinger Parish Recreation Grounds Charity (APRGC).
3/01/18	The Minutes of the meeting held on 20 th November 2017 were agreed, proposed by RF and seconded by DC, and duly signed.
4/01/18	<p>Finances -</p> <p>(a) The following payments were agreed:-</p> <p>(i) T. Haylett - December salary = 629.51 **</p> <p>(ii) T. Haylett – January salary = 629.51</p> <p>(iii) Walliswood VH - June 17 meeting = 24 **</p> <p>(iv) Rodney West - strimming etc = £280 **</p> <p>(v) Burleys - November mowing = 454.16</p> <p>(vi) Walliswood VH - Jan 18 meeting = 24</p> <p>(vii) GKnight - Hedgetrimming, Abinger C = 36</p> <p>** = retrospective, payments already paid and posted</p> <p>The bank reconciliation was agreed. The balance at 8th January was £21, 569.98. The Reserve Account showed a balance of £20,428.80 at 15th January.</p> <p>(b) RD presented a budget for 2018/19 which required a £1,000 increase in the precept from £25,000 to £26,000, largely because of the work that will be needed to deal with any trees on the Village Greens which are ruled to be potentially unsafe. The budget and precept were unanimously approved.</p> <p>(c) Section 137 Grants - Forest Green Cricket Club had submitted a grant request for £1,000 to support their application to the London Marathon Charity Trust for a £20,000 grant. They want the money to repair and renew both the clubhouse and pitch with a view to building a larger core team, increasing the opportunities for more people to try cricket. Their application for £1,000 was unanimously approved. Walliswood Village Hall Association had also submitted a Section 137 Grant for a £922 contribution to the cost of new curtains and roller blinds for the Hall. It was unanimously approved.</p>
5/01/18	Public Question Time – None
6/01/18	Trees in general – The reports from the Mole Valley inspectors on the trees on the

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	<p>three Village Greens had been circulated. RD proposed that she would go round each Green with one other Councillor and draw up a plan of action. DC agreed to accompany her at Forest Green, RF at Abinger Common and HB at Abinger Hammer. There was a discussion about the delay to tackling the large Alder at Abinger Hammer, due to the wet weather, while HB will talk to DG Tree Services to see when they could tackle the tree which is hanging too low over the A25 near the entrance of Kingfisher Farm Shop.</p> <p>Action: HB will talk to DG Tree Services while the Clerk will speak to Juniper Hall and ensure that school visits are not using the end of Abinger Hammer Green near the Alder.</p>
7/01/18	<p>Highways – PaC had attended a Mole Valley Local Committee meeting in which Shere Parish Council’s plan to have signs directing traffic down the B2126 to get to Ewhurst, along with signs at the north end of Ewhurst directing lorries and other traffic to Forest Green, was discussed. The proposal was dismissed and PaC said that any future proposal would have to include all the other parish councils affected. APC would have a say in the planning aspect, not just the final decision.</p>
8/01/18	<p>Planning Applications received since the last meeting:-</p> <p>MO/2017/2003/PCL - Lymescote, Okewood Hill MO/2017/2082/PLA - Deers Wood, Sheephouse Lane, Abinger MO/2017/1976/TFCM - The Bounty, Fern Lane, Wallis Wood MO/2017/2072/PLAMAJ – Land west of Horsham Road and east of Pinkhurst Farm, Walliswood MO/2017/2176/CC - Leith Vale, Standon Lane, Ockley MO/2017/2148/TFCM - Elmwood, Fern Lane, Wallis Wood MO/2017/2192/PLA - Okebrook, Ockley Road, Forest Green MO/2017/2222/PLAH and MO/2017/2223/PCL - The Jackdaws, Walliswood Green Road, Walliswood MO/2017/2236/PLAH - The School on the Green, Walliswood Green Road, Walliswood MO/2017/2232/CC - Paddocks End, Standon Stables, Standon Lane</p> <p>DC said that the Parish Council had submitted comments to MVDC on the Okebrook and Jackdaws applications .</p>
9/01/18	<p>London Marathon Grants – RD explained that the PC had rather reluctantly accepted the £20,000 grant offered by the London Marathon Charity Trust - the PC had applied for £35,000. The amount received was disappointing in the light of the fact that Abinger Common is forced to shut down during the RideLondon event. The Clerk had received three quotes for the playground refurbishment, based on a £35,000 project, and he would now look at those again in the light of the reduced budget.</p> <p>Action: The Clerk will report to the February APRGC meeting about the next step in the refurbishment.</p>
10/01/18	<p>Village Greens</p> <p>(i) Clearing ponds/stream – The volunteer team from Juniper Hall had completed clearing the vegetation from the stream at Abinger Hammer.</p> <p>(ii) Ditches – Richard Aldred had not been able to clear out the ditches and it was decided to leave the work until the autumn.</p> <p>(iii) Strimming – Rodney West (RW) had quoted £150 to strim round the side of the pond at Collins Farm, Forest Green, and around the posts that lead from the</p>

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	<p>road that runs past The Parrot public house. HB said he knew someone who could also quote for the work.</p> <p>Action: HB will contact this workman and ask him to quote for the job.</p>
11/01/18	<p>Risk Assessment – RF said he would add another column (as suggested by HB) to the document that had been agreed at the November meeting and circulate it before the March meeting. HB asked whether the school visits to Abinger Hammer would be covered and RD said he felt sure it would be covered in the Juniper Hall agreement.</p> <p>Action: The Clerk will check the details of the Juniper Hall agreement.</p>
12/01/18	<p>Asset Register – a revised AR had been circulated following a meeting with the Internal Auditor. RF explained that there was still a question mark about what to put in the ‘cost’ column: the IA had suggested that if the value was unknown that £1 could be inputted but had since said that the insured cost would suffice if that was known. PF was asked if he could throw any light on historic costs like the playground equipment at Abinger Common and Walliswood.</p> <p>Action: RF will contact PF to discuss the matter.</p>
13/01/18	<p>Code of Conduct – a version had previously been circulated, taken from a NALC/SSALC model. It was unanimously approved.</p>
14/01/18	<p>Complaints Procedure – similarly, a model version had been circulated and was also approved.</p>
15/01/18	<p>Freedom of Information/Publications Scheme – RF said that the PC should have a FoI policy while the Clerk said that it should also display a PS on the website.</p> <p>Action: the Clerk will produce a PS in time for the March meeting.</p>
16/01/18	<p>Data Protection – The Clerk explained that the General Data Protection Regulation, which comes into effect in May, would have important consequences for the PC which would become a Data Controller, responsible for ensuring the integrity and security of the data held. The PC would have to appoint a Data Protection Officer with the cost estimated at anything from £150 to £1000 per year. Discussions were still ongoing and the Clerk said he would know more after attending a training seminar at the end of the month.</p>
17/01/18	<p>Bye-Laws - RF had been working on a new set of bye-laws but for various reasons it hadn't been able to progress and the Department of Housing, Communities and Local Government had objected to some of the proposed changes. The time had come to make a choice between adopting the Department's watered down bye-laws or to approach it a different way and produce a set of regulations which would be clearly displayed but would not carry the force of law. There was agreement that the latter was the preferred route. MB suggested that the regulations should include the fact that the Village Greens were a dedicated war memorial and should be respected as such.</p> <p>Action: RF would compile a set of regulations.</p>
18/01/18	<p>Noticeboards – the Clerk said he had a quote to replace the existing noticeboards but at a cost of around £1500 each which Councillors felt was excessive, bearing in mind</p>

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	<p>that all seven needed replacing. HB explained that he had spoken to the National Trust's volunteer staff who made bespoke noticeboards but they had just taken on two big contracts and were unable to do additional work. HB was asked to find out when the National Trust would be able to take on the PC order.</p> <p>Action: HB to go back to the National Trust and check their work schedule while RD and CJ would visit The Scarlett Arms in Walliswood and seek permission to replace the existing noticeboard which is sited on the wall of an outbuilding there.</p>
19/01/18	<p>Walliswoodstock - The PC had been asked to give permission again to Walliswoodstock, an annual music event which will be held this year on 21st July at the Village Hall. The PC was happy to grant permission.</p>
20/01/18	<p>To Agree Dates of future Parish Council meetings – The next meeting will be held on Monday 19th March at Evelyn Hall, Abinger Common.</p>
17/11/17	<p>Additional items to discuss/Events/Correspondence/Invitations – The Clerk said he had been contacted by the organisers of the Abinger Medieval Fair, seeking permission to hold two additional events (Saturday 17th March and 19th May) at the Abinger Common Recreation Ground as well as the Fair itself on Saturday 9th June. Permission was granted subject to insurance and a risk assessment.</p> <p>There was a discussion about finding out what PC documents are held by Hedleys, the solicitors. Councillors felt it was important to itemise everything and PaC said he would be prepared to visit Hedleys, go through the files and make an index.</p> <p>Action: The Clerk will seek permission from Hedleys for Councillors to visit them and go through the files and also ask Ian Davison, the current solicitor, if they now have space to house the PC's documents.</p>

The meeting closed at 22:00pm