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| **Venue**    | Abinger Hammer Village Hall |
| **Councillors** | Richard Frost (RF) Ros Doree (RD), Peter Farley (PF), Deardre Cunningham (DC), Mike Brady (MB), Carla Jones (CJ) |
| **Clerk**  | Trevor Haylett |
| **Attending** |  |
| **Item** |  |
| 1 |  **Apologies**  William Corke (WC), Paul Cleaver (PaC), Henry Barnard (HB) (1/07/18). |
| 2 |  **All Councillors declared** trusteeship of Abinger Parish Recreation Grounds Charity (APRGC) (2/07/18). |
| 3 |  **The Minutes** of the meeting held on 14th May 2018 were agreed, proposed by DC, seconded by PF, and signed. (3/07/18)**Matters Arising:**2019 elections – RF said he would be standing down from the Parish Council (PC) at the elections next May and PF said he would also be leaving. MB said he would probably not be standing for re-election. RF said the PC needed to start the process of looking for replacements and publicity was needed in the local magazines etc (4/07/18).Clerk telephone and internet expenses – The Clerk said that he hoped that the information he had provided in the latest financial reports met the desire to make his expenses, and how they were divided up between his three employers, more transparent (5/07/18).Consideration of earmarked reserves – The Internal Auditor (IA) said that reserves should not total more than 50% of the precept but RD said she didn’t agree with that and her preference was for 100%. Other Councillors supported that view on the basis that in such a large parish with five villages it was impossible to predict when a big, unexpected, bill might emerge. SSALC’s advice was that there should be a minimum of 50%. (6/07/18).Internal Auditor and environmental risks – Having seen the Charity‘s Risk Register, the IA was now satisfied that the PC had considered the risk associated with the number of trees on Charity-owned land (7/07/18).Insurers to be notified of new playground equipment at Abinger Common – This had been done (8/07/18).Ash trees at Forest Green – This was carried forward to the next meeting and RF said he would press HB for a date when he could inspect the trees (9/07/18).Foreknowledge of agenda of SCC Mole Valley Local Committee – County Councillor Hazel Watson will keep the PC informed of what’s coming up for discussion (10/07/18).Cost of portaloos – the Clerk had produced a report containing three quotes. RF said in view of the year-round school visits to Abinger Hammer Green, there was a case for installing a portaloo the whole year round. RD’s reservation was that every time the facilities in the village were improved, residents complained that it only added to the numbers attracted to the Green.**Action:** It was decided that RF will ask the three Abinger Hammer Councillors for their views while the Clerk will contact Juniper Hall to see if they approve of the idea (11/07/18).Speed limit at Abinger Hammer – RD will contact Colin Davis and ask him about his plans for a 20 mph speed limit, particularly how he thinks it should be policed (12/07/18).Facebook page for Parish Council – while CJ said she would be happy to manage a Facebook page she questioned the validity of it. The difficulty of running a page to include all five villages was also queried, the existing, closed, Abinger Facebook group was largely centred on Abinger Common where there was more of a sense of community than elsewhere. It was decided to shelve the idea (13/07/18). |
| 4 | **Finances**  The Clerk had circulated the financial reports which were approved (14/07/18). The following payments were then approved: T. Haylett - July salary £654.24 T. Haylett - Expenses £205 (includes £84 computer costs/repairs) Burleys - June mowing £465.52 Came & Company - Insurance extra for new playground £69.37 FOSPAL - Concert Grant £350 HMRC - June quarter £28.08 (15/07/18)The bank reconciliation for each bank account was approved and signed. The balance of the current account at 13th July was £26,183.98 while the Reserve Account balance was £20,433.89 (16/07/18). |
| 5 | **PUBLIC QUESTION TIME –** None. |
| 6 | **Circulation of Draft Agendas to Councillors** There had been a discussion between RF and the Clerk as to whether the Agenda should first be sent to Councillors to give them a chance to add items before the final version was sent out. It was felt however that they already discussed things among themselves and would let the Clerk know if they had items for inclusion (17/07/18). |
| 7 | **Village Greens** Abinger Hammer **-** The Clerk had been approached by a Channel 4 programme, Food Unwrapped, seeking permission to film at the Green. RF said he didn’t like the terms of the agreement they were suggesting but Councillors were happy to grant permission if the TV company paid a fee of £100. The PC was not prepared to enter into the proposed agreement. Councillors had no objection to their using the Green for this purpose, provided they respected the rights of others, produced public liability insurance and complied with the Regulations.**Action:** The Clerk would send them a copy of the Village Green regulations and stress that no vehicles would be permitted on the Green (19/07/18). Abinger Common - RD said that Liam Richards would be carrying out the work to repair the fence at the playground and also to improve the gate to the playground (20/07/18). Forest Green – One particular resident had been urging the PC to mow the Green which he described as “untidy”. RD said that newcomers to the village didn’t understand that the Green was unimproved meadowland which was quite special and rare and the PC wouldn’t sanitise it. MB added that it should never be forgotten that it was also a dedicated War Memorial. RF said he had been talking to an ecologist about conducting a survey there so the PC had something official that they could refer to whenever this matter came up. This followed a suggestion from CJ that Councillors should do more to “sell” the charms of the Green and explain why they were so passionate about keeping it in its natural state.**Action:** RF will draft an email to the ecologist and would run it past Councillors first. In addition RD and DC will put together an email to the resident (21/07/18).(ii) It had been agreed to install wooden posts along the grass verge in front of Tumblers in an effort to prevent vehicles encroaching there. However another resident said if that happened she would personally remove them and RD said she had sympathy with that view. **Action:** There was concern that the Tumblers resident had not yet removed the tree she had planted on Charity land and RF said he would write to her to say that it had to be taken up before the posts were installed. The Clerk would provide RF with the contact details (22/07/18).(iii) Ditching – RD said it was important that work to improve the ditches was carried out in the autumn.**Action**: DC will chase up Richard Aldred (23/07/18).(iv) PF said the PC should be aware of the problem of travellers taking over open spaces such as village greens. The Clerk said the matter was on the agenda for the next meeting of Mole Valley Clerks and some advice would be forthcoming there (24/07/18). |
| 8 | **Highways** RF said that he and RD had attended a meeting in April in which a decluttering campaign was launched with the aim of notifying Surrey County Council which roadsigns in the area were redundant and could be disposed of. Having looked into it a bit more, RF said it was quite a burdensome process and the PC would have to pay for any resultant works ultimately. RD said the size of the parish and the large number of roads meant it was not a task that the PC could undertake.**Action:** RF would inform Liz Cutter of the Surrey Hills Declutter Campaign that the PC would not take part. (25/07/18.(ii) The Clerk explained that he had recently received three separate emails raising matters that were linked to highway issues. The first highlighted the inconsiderate parking along Felday Road by people using Abinger Hammer Green. Residents were advised to contact the Police themselves but the PC would try and bring the matter to the attention of the appropriate police officers (26/07/18).The second matter concerned Rad Lane and an overgrown footpath. The resident would be advised to contact Surrey County Council (27/07/18).The third involved a broken hydrant cover near the Old Post House in Forest Green. The resident who brought it to the PC’s attention would be informed that this was a Thames Water responsibility and they should contact them (28/07/18).**Action:** The Clerk would contact the three residents concerned.  |
| 12 | **Walliswood Village Hall – Electrical repairs**RD explained that Walliswood Village Hall (WVH) needed to comply with Fire Safety rules in order to obtain insurance before the Walliswoodstock event. Boxcom had identified some electrical issues and quoted £4,400 for the repair work. RD said because time was against them, WVH went ahead with the work which was a pity because other quotes might have enabled them to get it done more cheaply. There was confusion over who was liable for the work but RF said according to the terms of the lease it was not the PC’s responsibility. Nevertheless it seemed WVH would be looking for a donation from the PC. MB said that it was their responsibility to have the wiring tested on a regular basis and to obtain at least three quotes for the work. Because that hadn’t happened he didn’t see why the PC should pay a large contribution.**Action:** It was decided to wait to see what WVH asked for in terms of a donation before making a decision (29/07/18). |
| 13 | **Planning** **(i)** Local Plan progress – an update had arrived from MVDC just before the meeting and officers want to meet the PC to discuss an update to the meeting held earlier in the year. RF said he would prefer a private meeting and suggested they be invited to come and address Councillors before the APRGC meeting on Monday 13th August.**Action:** The Clerk will go back to MVDC and suggest that date for the meeting (30/07/18).  **(ii)** Planning Committee – RF said he thought the planning committee worked well but he was concerned that nothing was formalised and in view of the likely changes on the PC it was possible that it could be abused by people with particular interests. He said it needed to be laid down what the powers of the committee were and who sits on it. One suggestion was that DC’s report from the committee could be sent out to Councillors along with the Agenda.**Action:** RF said he will do more research on the matter before coming up with something concrete (31/07/18).**(iii)** Planning Applicationsreceived since the last meeting:-MO/2018/0579/PLAH - Standon Homestead, Standon Lane, Ockley MO/2018/0860/CAT and MO/2018/0861/CAT- Danesmead, Ockley Road, Forest GreenMO/2018/0732/PLAH - Carpenters, Holmbury Lane, Holmbury St. MaryMO/2018/0654/CAT - Tillies Barn, Horsham Road, Forest GreenMO/2018/0762/PLAH - The Pheasantry, Froggetts Lane, Wallis WoodMO/2018/0577/PLAMAJ - Land adjoining Gatton Manor Farm, Trap Lane, OckleyMO/2018/1045/DEA - Ash Copse Farm, Lyefield Lane, Forest GreenMO/2018/1013/PLAH - Pound House, Honeywood Lane, Okewood HillMO/2018/1039/PLAH - Hunters Moon, Horsham Road, Forest GreenMO/2018/1075/PCL - Lymescote, Okewood HillMO/2018/1048/PLAH - The Jackdaws, Walliswood Green Road, Wallis WoodMO/2018/1018/PLA - Okebrook, Ockley Road, Forest Green MO/2018/0843/PLAH - Parklands, Mole Street, OckleyDC said that the planning committee had met on two occasions and had sent letters of objection regarding Woodside Cottage (permission has been refused), Furzen Farm (two applications refused), Ash Copse Farm (appeal decision awaited), Bridgham Cottage (appeal dismissed). CJ had spoken on behalf of the PC at MVDC’s Development Control Committee which discussed the Ash Copse Farm applications.The PC had also sent a strongly-worded letter of objection about the Surrey Wildlife Trust proposal for a campsite at the Nature Reserve at Walliswood. RD had chaired a meeting of residents at the Scarlett Arms and had also attended a site meeting with SWT representatives. She will attend a meeting with SCC Highways on 25 July arranged by Hazel Watson (32/07/18). |
| 14 | **GDPR**  The Clerk said that he had been talking to a company called Local Council Public Advisory Service who offered a Data Protection Officer service. The cost was £150 for the year and for that they provided model policies. RF said it was time to make a decision and felt the LCAPAS was a good deal. The Clerk raised the question about personal email addresses but they were not felt necessary. If personal data was to be circulated then it could always be password-protected.**Action:** The Clerk will contact LCAPAS with a view to inviting them to be the PC’s Data Protection Officer (33/07/18). |
| 15 | **To Agree Dates of future Parish Council meetings:**   17th September – Walliswood Village Hall  19th November - Evelyn Hall, Abinger Common**\*\* Councillors were informed that the next Charity meeting would be held on Monday 13th 13th August at Forest Green Village Hall at 8pm.\*\***  |
| 16 | **Part Two****Matters from which** the public are excludedhaving regard to the nature of the business to be discussed.Abinger HammerRF had become aware that the Abinger Hall Estate Company had applied to register bits of land at Hammer Meadow with the Land Registry. It borders the west edge of the Green and when RF looked at the plans it was unclear whether there was any overlap between their land and the land owned by the Charity. He had raised the matter with Emma Corke and the Clerk would write to the Land Registry to register a protest and to ask them why the PC was not informed of the application (18/07/18). |

**The meeting closed at 21:48pm**