

# Abinger Parish Council

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

## Minutes of APC Council Meeting held on 22<sup>nd</sup> July 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 Inglis le Nobel (JIN) Jerry Strzebrakowski (JS)																						
<b>Clerk</b>	Beccy Anderson (BA)																						
<b>Attending</b>																							
<b>Item</b>																							
1	<b>Attendance and Apologies for Absence</b> – apologies from Ed Bigland and Deardre Cunningham																						
2	<b>To receive any declarations of interests in respect of any agenda items</b> - none																						
3	<b>PUBLIC QUESTION TIME</b> - none																						
4	<b>Approval of the Minutes of the Annual Council Meeting of the Parish Council held on June 26<sup>th</sup>2019</b> The Minutes of the meeting having previously circulated were taken as read. They were agreed and signed by the Chair.																						
5	<b>Action BA</b>	<b>Matters Arising from previous Minutes (For information only) - Recommendation:</b> To note the information. <ul style="list-style-type: none"> <li>Planning applications to pollard trees – The Clerk updated the councillors that Tony Kenward had been sent the Abinger Hammer Tree report detailing with works need undertaking. The Clerk was asked to obtain a quote from him. The Clerk was also asked to find out previously agreed protocol for obtaining quotes ie when more than one quote needed in terms of value</li> </ul>																					
6	<b>Action BA HB</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 reconciliations for April to June 2019 which were approved and signed.</li> <li>The Clerk presented the Q1 budget report. The councillors discussed the amount the budget for Village Greens Maintenance which included an amount for tree works. The Clerk agreed to forward the Tree Reports for AH, AC and FG for councillors and to establish who is responsible for any trees at Okewood Hill Cricket Ground, Walliswood Village Hall and Walliswood recreation ground. HB agreed to Risk Zone Map all areas to clarify the priority of works needed. The budget report was approved</li> <li>The clerk presented the payments which were approved</li> <li>No Section 37 applications have been received</li> </ul> <table border="1" data-bbox="371 1655 1267 1995"> <thead> <tr> <th colspan="3">PAYMENTS FOR JULY 2019</th> </tr> </thead> <tbody> <tr> <td colspan="3"><b>To be paid after the meeting</b></td> </tr> <tr> <td>Burleys</td> <td>Grounds Maint June 19</td> <td>465.52</td> </tr> <tr> <td>Local Council Public Advisory Service</td> <td>Subscriptions</td> <td>150.00</td> </tr> <tr> <td>Paul Richards</td> <td>Locum duties</td> <td>493.00</td> </tr> <tr> <td>Mulberry &amp; Co</td> <td>Internal Audit 18/19</td> <td>562.32</td> </tr> <tr> <td>Walliswood VH</td> <td>Hall Hire June 19</td> <td>24.00</td> </tr> </tbody> </table>	PAYMENTS FOR JULY 2019			<b>To be paid after the meeting</b>			Burleys	Grounds Maint June 19	465.52	Local Council Public Advisory Service	Subscriptions	150.00	Paul Richards	Locum duties	493.00	Mulberry & Co	Internal Audit 18/19	562.32	Walliswood VH	Hall Hire June 19	24.00
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	Okewood Hill VH	Donation re APC minutes 26/6/19	250.00
	Rebecca Anderson	Clerk's expenses	44.35
	Surrey Hills Solicitors	Easement Fees - Danesmead	210.00
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	HM Revenue & Customs	Clerk's Tax/NI & Employers NI	603.74
		<b>TOTAL</b>	<b>£ 2,940.93</b>
7 Action CJ	<p><b>APC Bank signatories.</b></p> <ul style="list-style-type: none"> <li>DC and PC had completed mandate forms and visited a branch with their IDs. CJ stated she we be visiting a branch with her forms 23<sup>rd</sup> July. It was agreed given that new signatories had not been confirmed that the Clerk would get cheque payments signed by RF &amp; RD</li> </ul>		
8 Action ED PC HB BA	<p><b>Playgrounds Inspection.</b></p> <ul style="list-style-type: none"> <li>EB was to inspect Abinger Common playground. The clerk will chase.</li> <li>PC was to inspect Abinger Hammer playground but will report back next meeting.</li> <li>CJ inspected Walliswood playground and found surrounding hedges and grass needed strimming. HB to organise works. CJ also found noticeboard had out-of-date phone no. for Parish contact. Councillors resolved that the Clerk should obtain a mobile phone no. for Parish use and then the board can be updated.</li> </ul>		
9 Action BA	<p><b>Planning.</b></p> <ul style="list-style-type: none"> <li>The planning letter from DC was agreed and the Clerk instructed to send to MVDC.</li> <li>The Clerk proposed planning meetings need to be formalised to ensure they are open to public to attend and comment. The councillors resolved that the Clerk will update APC website to invite public who wish to comment and observe planning discussion to attend APC meetings where Planning items will follow public question time.</li> </ul>		
10 Action BA	<p><b>Ride London –</b></p> <ul style="list-style-type: none"> <li>Councillors discussed arrangements re portaloos and offer of £500 payment from Ride London. Councillors agreed arrangements and instructed Clerk to respond to Kevin Nash from Ride London.</li> </ul>		
11	<p><b>Scheduling of Meetings</b></p> <ul style="list-style-type: none"> <li>The clerk proposed that monthly meetings would be held for both APC and APRGC. This was agreed by councillors.</li> </ul>		
12 Action BA	<p><b>Chair's announcements</b></p> <ul style="list-style-type: none"> <li>Foothpath at Hammerfield Drive. PC investigated the complaint that access is blocked after works to upgrade road. PC found there was cause for complaint</li> </ul>		

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	<p>as public needed to detour to reach the footpath. The Clerk will contact 'Rights of Way' at Surrey CC.</p> <ul style="list-style-type: none"><li>• Parrot Pub. PC reported he had been in discussion with the manager at the Parrot and was happy with his promise to consult in the future regarding any issues/events that impact the Village Green land. PC also reported the Parrot wanted to make a donation to APC as a show of goodwill. Councillors agreed the PC should respond to manager APC's agreement with this.</li><li>• PC reported that the issue of the easement is still outstanding and councillors instructed the Clerk to liaise with RF to obtain background regarding moving forward with this, any future dealing to be with the Parrot's owner not the manager.</li><li>• PC reported that he was still waiting for response from Abinger Hammer Cricket Club re the lease.</li></ul>
13	<b>Date of next meeting Next Parish Council meetings:</b> 19 <sup>th</sup> August 2019
14	<b>To consider excluding the public - none</b>

**The meeting closed at 21:32**

**Signed**.....

**Date**.....