

## LEIGH PARISH COUNCIL MEETING DRAFT

MINUTES of the MEETING of the LEIGH PARISH COUNCIL held on June 17th 2019, at 7:30pm at North Downs Primary School.

Present Cllrs: Mrs J Cambra (Chair), Mr P Wilkinson, Mr S Ames.

Also present: Mrs L Mann (Clerk), Mr R Worth (Footpath Officer), DCC L Bushnell

Parishioners: 4

1. Apologies for absence: Cllr Tomkins, Cllr Everett and DCC Mary Huggins.
2. The Minutes of the Full Council Meeting held on May 23rd 2019 were approved after the following Point 6.1 was made. Cllr Cambra requested the following statement be redacted 'If this doesn't prove a deterrent, they will ultimately put up CCTV'. Cllr Cambra was concerned that this was a data protection issue due to being in a public place. LM and Trustee of the hall informed her that it is actually a private space, not public right of way.
3. Disclosure of Interests, if any and any changes to Register of Interests- None reported
4. Parishioners Questions – 5 minutes allocated
  - 4.1. *Resident highlighted that Mr Patterson had been cutting the verge and ditch along Newdigate Road. He had also cut inside the allotment site.*
    - 4.1.1. **ACTION - LM to thank him.**
  - 4.2. *Resident reminded Parish Council that the electricity certification for the container on the recreation ground was still outstanding and should be received before the Flower Show. LM has requested this document twice. She was reassured that it was to be provided as soon as all works had been completed.*
    - 4.2.1. **ACTION – to request document again LM.**
  - 4.3. *Resident highlighted a visibility issue along Newdigate Road due to trees and vegetation. She had logged a complaint with Surrey Highways.*
    - 4.3.1. **ACTION - to submit to Surrey Highways via portal to support. (LM)**

### Community

5. Crime Report from PCSO. (This had not been received so the report could not be discussed at this time)
  - 5.1. **ACTION – circulate PCSO report via email once received (LM)**
6. Footpath Officer's report (RW). The gate on the drive up to the pavilion has not been done as yet. RW has started making enquiries regarding using other contractors.
7. Leigh in Bloom 2019. The mini litter-pick will be on Sunday 7<sup>th</sup> July at 10:30am on the Green outside the Plough. It was agreed that there would be no request for refreshments. AK had sent through a wish list by email to Leigh Parish Council requesting various things be done in advance of the Assessment day (11<sup>th</sup> July). LM will find out from Surrey Highways when they plan to paint the lines on the road and remove their temporary signage. The verges have been cut but there has not been any effort to tidy around the sign posts. The Councillors also considered the following requests:
  - 7.1. Additional cuts on the gravel and Harrington close. (Quote to be circulated by email) **AGREED in principle -LM to action**
  - 7.2. Costs incurred for new material to be put in the history box (circa £35) **AGREED**
  - 7.3. Booking the pavilion on 11<sup>th</sup> July for judging refreshments **AGREED – LM to action**
  - 7.4. Planting up of the pumphouse on the green **AGREED**
  - 7.5. **ACTION – publicise litterpick and remind residents of assessment day. (LM)**
  - 7.6. **ACTION - Add litterpick to the insurance (LM)**
  - 7.7. **ACTION - Check with N Fuller regarding the hedge-cutting dates.**
  - 7.8. **ACTION -Circulate the amount allocated on the budget for the new noticeboards -LM**

### Highways

8. Speed-watch report. LM had enquired as to whether an update could be given on the Speedwatch group. She had been reminded that there had been one at the Annual Parish Meeting. There is a need for more volunteers and there is training available. It was agreed that the Parish Council should support the group in getting more people involved where possible. PW reminded everyone that there had been a lot of police presence last month in Brockham hence his interest in the topic. There had in fact been a PCSO initiative where Mole Valley villages had had a week of more Police presence including Leigh and Charlwood. The Parish Council discussed finding out the information gathered from the Surrey Highways traffic box temporarily installed earlier in the year to measure the number and speed of cars. A resident has kindly offered to send the information on to the council via the clerk.
9. Other parish traffic management plans. Cllr Ames highlighted the improvements that have been made by Surrey to the road markings on the bend at Ashurst Farm. Broader lines have been painted in the centre and on both verge sides. They *have* written the word SLOW on the North Bound side of the road. Cllr Ames had recommended that they add a SLOW warning South Bound on the approach to the bend about 250 yards before it. They have not done this. Despite being uphill, the bend is sharp and often cars have drifted over in the opposite direction making it very dangerous.

**9.1. ACTION – clerk to push back this recommendation to Surrey County Council /Surrey Highways. (LM)**

#### Amenities

10. Playground Group. In the absence of Cllr Tomkins, Mr T Stevens was invited to give an update. The group had focussed on the wooden hill tower. They had removed the tunnel element, putting the wood underneath the zipwire. The top of the long slide has catch points which have now been addressed. The tower floorboards are now improved.
- 10.1. ACTION – replace or renew the broken playground sign on the gate (LM)**
- 10.2. ACTION – look into signage for litter to be placed on picnic benches (LM/RT)**
11. Allotment report (LM). The clerk had been in touch with the allotment holders who had raised issues and concerns. She recommended a site visit with a councillor if possible, to help convey any issues inviting the allotment holder along if available. She had made an enquiry into the costs involved in removing the tree. There had been a question regarding the transparency of the leases issued. The leases are all identical currently; There are no restrictions on what can be grown on the plots. There is the request that on vacating a plot, the site will be cleared.
- 11.1. ACTION – arrange a site visit (LM)**

#### Planning

12. Future Mole Valley from MVDC. Due to the change of administration at Mole Valley District Council there will be a delay in the Future Mole Valley proposal and public consultation. It is now to be after the Summer. LM will ask Guy Davies at the next Bimonthly Clerks meeting for more information.
13. Live Applications: (21st May to 13th June 2019) - No comments made on any items

Type	Reference	Address	Description	Start date	Publicity end date/decision	Outcome
<b>DECISIONS</b>						
Detailed Householder	<a href="#">MO/2019/0508</a>	Hook Farm, Bunce Common Road, Leigh, Reigate, Surrey, RH2 8NS	Erection of part single storey/part two storey rear extension, single storey side extension, raising of the eaves and alterations to the roof.		30-May-2019	APPROVED WITH CONDITIONS

190617LPC-

Existing Certificate of Lawful Use	<a href="#">MO/2019/0775</a>	The Oaks, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ	Certificate of lawfulness for an existing operation in respect of a hip to gable roof extension and addition of 1 No. dormer window.		12-Jun-2019	REFUSED does not comply for permitted development
<b>APPEALS</b>						
Appeal decided	<a href="#">MO/2017/1439</a>	The Seven Stars, Bunce Common Road, Leigh, Reigate, Surrey, RH2 8NP	Erection of 2 No. dwellings, removal of existing outbuildings and re-organisation of car park.		11-Jun-2019	ALLOWED ON APPEAL 11-Jun-2019

Administration & Finance

14. Councillor responsibilities 2019-20 were allocated as follows:

- Airports, Highways and Transport – Cllr Ames**
- Allotments, Police, Schools and Education - Cllr Cambra**
- Countryside - Cllr Everitt**
- Cricket Club, Village Plan, Finance, Planning - Cllr Wilkinson**
- Ditches, Website, Playground -Cllr Tomkins**
- Housing Cllrs Tomkins and Cambra**

15. Cllr Wilkinson signed the face of the bank statements presented (Reserve and Current Accounts)

16. Amendments to Financial Regulations had been recommended by the internal auditor. He recommended that there been adjustments to the authorisation of spending be less restrictive.

**4. BUDGETARY CONTROL AND AUTHORITY TO SPEND**

*4.1 Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:*

- *The full council for all items over £5,000;*
- *a duly delegated committee of the council for items over £500;*
- *the Clerk, in conjunction with Chair or vice chair, for any items over £100.*
- *The clerk power to spend for any items under £100*

16.1. **The above amendment to the Financial Regulation (part 4.1) was ADOPTED by Councillors**

17. Monies in as per bank statement:

<b><u>DESCRIPTION</u></b>	<b><u>PAYEE</u></b>	<b><u>DATE</u></b>	<b><u>AMOUNT</u></b>
---------------------------	---------------------	--------------------	----------------------

18. Monies out – to be raised:

<b><u>DESCRIPTION</u></b>	<b><u>RECIPIENT</u></b>	<b><u>DATE</u></b>	<b><u>AMOUNT</u></b>	<b><u>CHEQUE NO</u></b>
Clerk	L Mann	5/06/2019	448.63	SO
Insurance	Zurich plc	17/6/2019	696.41	904

Upcoming meetings and dates

- 19. Pavilion inspection with CC (Health and Safety incl. risk assessment) due asap (PW/RT)
- 20. Annual Governance and Accountability Return to be sent to PKF Littlejohn Auditors - Monday 1 July 2019 submitted (LM)
- 21. Mini litter pick Sunday July 7<sup>th</sup>
- 22. Leigh in Bloom 2019 judging day - Thursday 11 July (AK/LM)

190617LPC-

23. Mole Valley DC Chairman civic service Sunday 14<sup>th</sup> July (SA attending)

24. Leigh Flower Show & Country Fayre Saturday 20<sup>th</sup> July

**24.1. ACTION – submit request for risk assessment, public liability insurance and electricity certificate (LM)**

**24.2. ACTION - Remind hedge-cutter of the date of show (LM)**

25. Parishioner's Questions Comments

25.1. *Resident had observed that work had started on the gate on Newdigate Road.*

25.2. *DC Bushnell informed the Parish Council of a new web-tracking system in place for tracking noise levels and monitoring flights. It is a Gatwick initiative that allows the user to track flight, routes and noise generation.*

There being no other business the Chair closed the meeting at 9pm.