

# LEIGH PARISH COUNCIL MEETING – SEPTEMBER 21<sup>ST</sup> 2020 AT 7:30PM

*Due to the COVID-19 Pandemic, regulations enabling town and parish councils to lawfully conduct virtual meetings have been published. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 have now been issued and came into force on 4 April. This meeting will be held remotely. Members of the public who would like to attend are asked to use the join up details at the bottom of the agenda.*

## **AGENDA**

1. Apologies for absence
2. To confirm Minutes of the Full Council Meeting held on July 2020.
3. Disclosure of Interests, if any and any changes to Register of Interests.
4. Parishioners Questions – 5 minutes allocated
5. Crime Report from PCSO. (Appendix A)
6. Clerk Report/Matters Arising (LM)
  - i. *Action points* (Appendix B)
  - ii. *Communication audit* (website/ Facebook/ e-newsletter/ Leigh Post)
  - iii. *Christmas tree recycling proposal*
  - iv. *Vacancies (2)*
  - v. *Village Green reseedling*
  - vi. *Accessibility on the website deadline*

### Community

7. Footpath Officer's report (RW)
8. Covid-19 support update if needed (JC)
9. Community Projects/grants
10. Highway issues – any current or to be reported

### Amenities

11. Playground Update (RT)
12. Tree work (Phase 1)
13. Allotments

### Planning

14. Applications - Registrations, decisions, appeals (Appendix C)
15. Leigh Cricket Club netting proposal

### Administration & Finance

16. Payments and Receipts (Appendix D)
17. Policies to be adopted (Appendix 3)
18. To note clerk annual salary increment.
19. District and County Updates – if any

### Other Meetings and dates to note (Appendix E)

20. SSALC - Engaging Communities (SA attended)
21. SLCC - Playground Inspector training (LM attended)
22. MVDC Clerk bimonthly meeting October (LM to attend)
23. Litter pick date to be confirmed
24. Parishioner's Questions Comments – 10 minutes Each speaker has a time limit of 3 minutes with no questions or comments from the floor during the meeting except by express invitation of the Chairman. Total time allotted is 10 minutes.

**Signed on: September 16<sup>th</sup> 2020**

**By: Laura Mann Clerk and RFO Leigh Parish Council**

*Where the appendix items do not accompany the agenda and you wish to see them, please contact the clerk on [leighparishcouncil@gmail.com](mailto:leighparishcouncil@gmail.com)*

To Join the Zoom Meeting click on <https://us02web.zoom.us/j/88000411736>

# LEIGH PARISH COUNCIL MEETING – SEPTEMBER 21<sup>ST</sup> 2020 AT 7:30PM

Meeting ID: 880 0041 1736

## Appendix items for September 21st 2020

### Standard support material

**APPENDIX A – PCSO Crime and incidents monthly report – to follow if resources**

**APPENDIX B –Action points status**

Action point (started from May)	Owner	Status
Update website pages	LM	Ongoing
Create new policies	LM	Circulated
Update Standing Orders	LM	Circulated
Update Financial Regs	LM	Circulated
Attend Playground RA training	LM	Completed
Tree works – Phase 1 (planning app)	LM	In progress
Allotment site meeting	LM/JC	Set up
New gmail emails set up for council use	LM/All	To be adopted

### **APPENDIX C –**

#### **Planning Applications (14<sup>th</sup> July onwards)**

<https://www.molevalley.gov.uk/swiftlg/apas/run/wphappcriteria.display> (Use planning ref)

Planning Ref	App type	Location	Description	Key dates
MO/2020/1348	Detailed Householder	Sheepcote Cottage, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8QA	Erection of replacement residential annexe.	18-Sep-2020
MO/2020/1359	Detailed Householder	Charmans Farm, Newdigate Road, Leigh, Reigate, Surrey, RH2 8NR	Erection of wooden outbuilding in rear garden.	14-Sep-2020
MO/2019/1985		Tamworth Farm, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PY	Addition of cladding and cart shed doors to 2 No. existing barns.	07-Aug-2020 APPROVED WITH CONDITIONS
MO/2020/0681		Westcoates, Clayhill Road, Leigh, Reigate, Surrey, RH2 8PB	Removal of mobile structures and demolition of an open shelter together with a linked barn building conversion of two buildings to 6 No. dwellings (Class C3) with associated access, parking and landscaping.	06-Aug-2020 REFUSED (Harm to GB, encroach on countryside, insufficient Affordable housing financial contribution)
MO/2020/0762		Berryfield, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8RH	Alterations to the existing annex and conversion of the retained garage.	17-Aug-2020 APPROVED WITH CONDITIONS
MO/2020/0963		Mynthurst Farm, Mynthurst, Leigh, Surrey	Erection of agricultural building for the storage of grain.	04-Aug-2020 APPROVED WITH CONDITIONS
MO/2020/1008/PLAH		Dawes Green Farm, Clayhill Road,	Erection of a first floor extension on existing garage with pitched roof.	APPROVED WITH CONDITIONS

# LEIGH PARISH COUNCIL MEETING – SEPTEMBER 21<sup>ST</sup> 2020 AT 7:30PM

		Leigh, Reigate, Surrey, RH2 8PD	Decision Date: 09- Sep-2020
--	--	------------------------------------	--------------------------------

(Appeals – none)

## **APPENDIX D - Payments and Receipts**

Payments due:

Payee	Description	Date	Amount	Cheque number	Status
SCA	Payroll fees INV 5473	3 <sup>rd</sup> July 20	48.00		DUE
PKF Littlejohn	External Audit fees	11 <sup>th</sup> Sept	£240		Due
L Mann	Clerk August expenses	15 <sup>th</sup> Aug	£66.49		Due
L Mann	Clerk September expenses	15 <sup>th</sup> Sept	£63.80		Due
SSALC	Training – effective comms (SA)	21 <sup>st</sup> Aug	£36.00		DUE
SLCC	Playground Inspector Training	TBC	TBC		Outstanding
Boardman Gelly	Final conical climber installation	3 <sup>rd</sup> Aug	£1635.82		PAID

## **APPENDIX E – Key dates**

October – Potential Litter pick

Monday 19<sup>th</sup> October – Full Council Meeting

November – Budget meeting to set date

Monday 16<sup>th</sup> November – Full Council Meeting

**Monday 14<sup>th</sup> December – Full Council Meeting (CHANGE TO DATE)**

## **Cllr Supporting material (September) by separate email**

APPENDIX 1 - Standing Orders 2020

APPENDIX 2 – Financial Regulations 2020

APPENDIX 3 – Policies 2020