

# DRAFT LEIGH PARISH COUNCIL MINUTES

**MINUTES of the FULL COUNCIL MEETING of the LEIGH PARISH COUNCIL held on 14<sup>th</sup> December 2020, at 7:30pm. This meeting was held remotely in accordance with the Covid-19 Pandemic restrictions.** The meeting was not recorded.

Present Cllrs: Mrs J Cambra (Chair), Mr P Wilkinson (Vice Chair), Mr S Ames, Cllr Mr M Everitt (19:44) and Mr R Tomkins.

Also, present: Mrs L Mann (Clerk), Mr R Worth (Footpath Officer), SCC Cllr H Clack and DCC Cllr C Malcomson.

Parishioners:

1. **Apologies for absence:** DCC Cllr L Bushell and DCC Cllr M Huggins
2. **The Minutes of the Full Council Meeting** held on **November 16th** were acknowledged as a true record by JC, to be signed in person at a later date.
3. **The Minutes of the Financial Meeting** held on **November 10th** were acknowledged as a true record by JC, to be signed in person at a later date.
4. **Disclosure of Interests.** PW declared an interest in item 7.2 (Motion Orchard).
5. **Parishioners Questions.** None. (No members of the public in attendance). JW invited Cllr Claire Malcomson to introduce herself to the council.

*ME joined the meeting 19:44*

6. **Crime Report from PCSO.** Very little to note. (Appendix A)
7. **Clerk Report/Matters Arising**
  - 7.1. **Action points** were noted (Appendix B)
  - 7.2. **Motion Orchard progress.** The Motion Family solicitors have proposed a fairly detailed covenant to be included in the transfer of the orchard to LPC. LPC solicitor has requested a little more information surrounding the septic tank in situ as these can be costly to dispose of. The Cllrs felt that they were happy with the proposal as the aims and objectives of the proposal is completely in line with the Parish Council. They did feel that there needed to be more clarity surrounding the impact on the Parish should there not be the ability to manage the orchard as specified and whether there are any caveats on this. Should the Orchard be available to the Apple Press Group to manage as proposed by the Motion Family, it was noted that a license would need to be drawn up. This would need to be reviewed by LPC over time.
    - 7.2.1. **ACTION** – feed back to solicitors (LM)
  - 7.3. **Census 2021.** Been in contact with Community engagement manager. They are looking for support to explain and raise awareness regarding the 11 March 2021 census. We have had lots of material provided and we will use our comms avenues to promote it from January. They are particularly keen for help around groups which may need targeting for inclusion (elderly, travellers etc). They are currently in their recruitment drive phase.
    - 7.3.1. **ACTION** – continue to support the project by building awareness through our avenues for communication (LM)
  - 7.4. **Surrey - Your Fund (SCC Cllr Clack)** is a new £100 million capital fund that will be distributed over a 5-year period. The fund was launched in November 2020. The website includes a timeline for the funding process in 6 steps (currently at step 1), some FAQs and the fund criteria. Residents/community groups are being encouraged to use the interactive map to map their ideas. These can then be shared with the wider community via social media to ask people to come and pledge support for the projects.
  - 7.5. **Local Community Networks** - A motion was moved at full council on 13 October to agree better working with residents and the formation of Local Community Networks. Working group was formed in the summer (chaired by Helyn Clack) to look at moving closer to residents and becoming more resident-focussed as an organisation. The view is the county will be split in to 25-30 smaller, more local networks. Initial thoughts are that these networks will be more conversational than

local committees and less bureaucratic. First 5-6 pilots of these networks will be rolled out in early 2021 (Jan/Feb) with the remainder rolled out across 2021/22/23.

- 7.6. SCC Cllr H Clack drew attention to the current consultation on the **Gatwick Airport Night Flights**, recommending that Cllrs review it looking at GACC for information if required. She is also working on promoting the change of standard footpath gates and stiles to kissing gates, improving access for all. Should the village review its asset plan there is an opportunity to replace these. There is also a new littering initiative recently launched: Keep Britain Tidy: Keep it, Bin it.
- 7.6.1. **ACTION** – circulate the SCC update documents to LPC (LM)

#### Community

8. **Footpath Officer's report (RW)**. Unfortunately, the 'not a lavatory sign' at the gravel layby has been vandalised and broken in two. RW has ordered a new one. There is a transit van in-situ permanently in the layby. At the moment it is not posing an issue but when lockdown eases and users of the rec start to increase this may be an issue. It was noted that Flanchford Farm are repairing the broken stile on their land.
9. **Covid-19 support update (JC)** A small number of residents are using the volunteer service. This will be monitored and support will continue.
10. **Community Projects/grants**. None to date.

#### Highways and Service

11. **Highway work/issues**. RT raised concerns around the state of many of the rusty road signs. LM suggested he either send the information through to her or upload onto the Surrey portal. SA felt that Dean Oak Lane would benefit from more speed limit signage (30mph). Drivers were increasingly speeding down the straight. Considerations were discussed including signage clutter, road calming measures usually require street lights and that currently the community speed watch were not set up on that road. SCC Cllr Clack offered to put in a request for a Highways speed check for DOL. This will highlight the type of vehicle and speeds across a two week period.

#### Amenities

12. **Playground Update (RT)**. The ROSPA Annual report completed sent by Robin Davis Mole Valley DC. There were several areas that need immediate attention, in particular the wooden tower. LM explained that the recommendations included in the report must be acted upon. Should there be an incident involving a risk item there would be no public liability insurance cover. LM recommend getting a local contractor to look at the exhaustive list and quote by item. She strongly advised we close access to tower.
  - 12.1. **ACTION** – put up safety barrier around main body of tower. Include signage. (LM/RT/RW)
  - 12.2. **ACTION** – contact BG contractor for a quote for repair works (RT)
13. **Allotments**. Meeting in new year to be arranged.
  - 13.1. **ACTION** - ME and RT to liaise over the ditch work needed surrounding the allotments.

#### Planning

14. **Applications - Registrations, decisions, appeals (Appendix C)**
  - 14.1. No comments made on the applications listed

#### Administration & Finance

15. Payments (Appendix D) Noted and approved
16. Receipts (Appendix E) Noted
17. 2021 Tendering – (Grass April, Insurance from July). It was agreed that the grass cutting contract was working successfully and the LPC would continue to use the current company in 2021/22 (assuming any increase was acceptable). They would be open to retendering for the 2022/23 contract.
  - 17.1. **ACTION** – check with current contractor for pricing (LM)

#### District and County Updates

LPC – 20201214

18. DC Cllr Malcomson added that she was keen for villages to introduce pollinators through rewilding areas. JW reassured her that this was an area that Leigh had been exploring.  
(SCC Cllr Clack had given her update earlier in the meeting at the invitation of the chair.)

Upcoming meetings and dates (Appendix E) were noted

19. Full Council meeting – January 18<sup>th</sup>  
20. Litter pick provisional date – March 13<sup>th</sup>  
21. Parishioner's Questions Comments - none

There being no other business the chair closed the meeting.

Meeting ended at 9:10pm.

**The next full meeting of the Council is planned for the Monday 18<sup>th</sup> January 2021. (Remotely held)**

**Appendix Items****Standard support material****APPENDIX A – PCSO crime report – to follow**

Leigh Parish Council Meeting / Police Figs 17 NOV – 14 DEC 2020

**Crime Summary.**

Domestic incident x1

Malicious messages x1

**Incidents Type Summary.**

Rowdy nuisance behaviour	3
Concern for safety	1
Suspicious circumstances	1
Highway disruption	1
Road related offence	1

End.

<https://www.police.uk/pu/your-area/surrey-police/dorking-rural-east/?tab=Statistics>

**APPENDIX B –Action points status**

Action point	Owner	Status
Update website pages	LM	Ongoing
Solicitor contact regarding land donation	LM	Ongoing
Solicitor instruction for adoption of land	LM	Ongoing
Allotment site meeting	LM/JC	Outstanding
New gmail emails set up for council use	LM/All	To be adopted
Circulate playground annual report	LM	Done
Check regarding allotment whips	LM/AK	Now been planted
Inform LCC that rent is waived for 6 months against loss of income	PW	
Seven stars signage down – log and chase with SCC	LM	Done
Jan Feb Leigh post update	LM	Done

**APPENDIX C –****Planning Applications (16<sup>th</sup> November onwards)**

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

Registered Applications			
NONE			
Decisions	Location	Description	Outcome

<a href="https://www.molevalley.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=MO/2020/1525">https://www.molevalley.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=MO/2020/1525</a>	Red Roofs, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8RH	Certificate of lawfulness for a proposed development in respect of the erection of a two storey rear extension.	13-Nov-2020 REFUSED
<a href="https://www.molevalley.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=MO/2020/1589">https://www.molevalley.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=MO/2020/1589</a>	8, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8PE	Erection of two storey side extension and single storey rear extension.	17-Nov-2020 APPROVED WITH CONDITIONS
<b>Appeals</b>			
MO/2020/0681 (Secretary of State Appeal)	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.	APPEAL START DATE: 03-Dec-2020

**APPENDIX D - Payments**

Payments due:

Payee	Description	Date	Amount	Cheque number	Status
L Mann	Salary November	6/11/2020	499.63	BACS	PAID

**APPENDIX E – Bank statement Oct – Dec 8<sup>th</sup> (separate email)****APPENDIX F – Key dates****Monday 14<sup>th</sup> December – Full Council Meeting**Precept submission deadline – Friday 8<sup>th</sup> JanuaryMonday 18<sup>th</sup> January – Full Council meeting

Monday 15 February – Full Council Meeting

Monday 15<sup>th</sup> March – Full Council Meeting**CLlr Supporting material (September) by separate email**APPENDIX 1 – Minutes for Finance committee meeting 10<sup>th</sup> November 2020