

DRAFT LEIGH PARISH COUNCIL MINUTES

MINUTES of the FULL COUNCIL MEETING of the LEIGH PARISH COUNCIL held on 15th February 2021, 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 S Ames (7:38pm), Cllr Mr M Everitt and Mr R Tomkins.

Also, present: Mrs L Mann (Clerk), Mr R Worth (Footpath Officer), SCC Cllr H Clack and DCC Cllr M Huggins (left at 20:30).

Parishioners: 3

48. **Apologies for absence:** Mr P Wilkinson (Vice Chair), DCC Cllr L Bushell accepted.

49. **The Minutes of the Full Council Meeting held on January 18th 2021** were acknowledged as a true record by JC, to be signed in person at a later date.

50. **Disclosure of Interests.** SA declared an interest in the Motion Orchard.

51. **Parishioners Questions** (none).

52. **Crime Report from PCSO was read and noted.** (Appendix A)

53. Clerk Report/Matters Arising

53.1. **Annual Parish Meeting 2021.** Usually held in March or April, it was unlikely that this meeting could be held in person. The meeting had not taken place in 2020 either. Many community groups have either frozen their activities or have closed due to the pandemic. It was suggested that we investigate any creative methods we could adopt to share activities.

53.1.1. ACTION – check legal aspect of holding or postponing until a later date (LM/JC)

53.2. **Oak Processionary Moth management.** Three nest sites were logged with the Forestry Commission in 2020 on PC land: The driveway to the Pavilion, the playground (2 trees) and The Village Green. LM has been in contact with the Forestry Commission and their recognised contractors to have the sites sprayed in the coming months. This is part of a management programme running in Surrey. This service will not be charged to the Parish Council.

53.3. **Orchard adoption progress.** The revised covenant on the use and disposal of the land had now been received via the PC solicitors. It was less specific and allowed for change of use if required in the future. The amendments had been noted and approved.

53.3.1. RESOLVED – All Councillors present (SA,ME, JC and RT) approved the revised covenant on the use of the Orchard land.

Community

54. **Footpath Officer's report (RW):** Surrey Rights of way have recently installed new 'Footpath fingerpost signs on Leigh footpaths. The bench planned for the Green was in the process of being cleaned up ready for installation. RW had kindly attended Cllr Clack's Rural Right of Way meeting in January and found it informative. Cllr Clack thanked RW for attending and explained that the Countryside team meeting was held to address the challenge faced in rural communities as lockdown eases. In particular the increase in visitor numbers onto footpaths and the impact on land-owners. There is extra money to deal with right of way issues; including money to replace traditional stiles and installing gates allowing better access. It was noted that the SCC portal is particularly helpful for logging any problems or damages.

55. **Covid-19 support update** JC reported that the numbers of regular users to the community group had dropped off, possibly due to vaccinations. Cllr Huggins shared her desire to thank all the local helpers and volunteers across the Mole Valley communities. Data protection laws made sharing details such as this more difficult.

56. **Community Projects/grants.** None received.

Highways and Services

57. **Highway issues.** SA had circulated the report he produced to identify the road signage limitations along Dean Oak Lane along with his recommendations. Cllr Clack asked to be included when this gets shared with Surrey Highways.

57.1. ACTION – log missing speed signage (repeaters) on the Surrey Highways portal (LM)

57.2. ACTION – share report and recommendations with Surrey Highways and Cllr Clack (LM)

57.3. ACTION – contact traffic speed contact for survey on DOL if possible (LM)

58. **Flooding issues.** JC thanks Cllr Clack and Cllr Bushnell for escalating the ongoing flooding issue with the Brook House Pump house. Thames Water Engineers have recently installed meters in three locations in Leigh. This equipment will measure the flow of water for a 12-week period. Generally, this report is linked to investigating flooding or in advance of a fairly large-scale housing development.

58.1. ACTION – request information gathered directly or submit FOI if necessary after the time frame (May/June) LM.

Amenities

59. **Playground Update (RT).** The damaged bench and table had been removed for fixing by volunteers. A new chain link has been ordered to replace the damage swing chain (the swing has been removed for safety reasons). A 'Your Fund' project had been set up on the portal. RT had circulated the project on the community website and all were encouraged to support it. Cllr Clack was asked to explain the fund briefly. There is a minimum bid of £10K from a total pot of £100m of Surrey CC money. The bid website opens from 1st March but there is no time pressure as this will be over a 5 year period. Applications are from community groups and individuals and can be wide ranging in size or scope. Applicants are encouraged to get their County Councillor involved and to look for match funding where possible. If selected to proceed, the application form will be extensive and will require substantial detail to be included.

Ms Kinloch informed the PC that there is a new role of Funding Advisor in place at Central Surrey. This role is to help locate alternative sources of funding/grants.

60. **Allotment Update.** LM had received a request from an allotment holder to purchase additional whips for the hedgerow along the corner by Newdigate Rd/Bunce Common Rd. Last year a car had destroyed the corner. Two resident volunteers (Ms Kinloch and Ms Halahan) had planted a considerable number of whips along there recently. They are small and young but would be sufficient for the stretch.

60.1. ACTION – reassure allotment holder that the matter has been addressed. (LM)

Planning

61. **Applications** - Registrations, decisions, appeals were noted (Appendix C).

61.1. MO/2020/2269 application was recapped and discussed. The relevant documents had been circulated in advance. It was noted that both Newdigate PC and Capel/Holmwood PC were also considering the application and any impact on their parishes. The main areas of consideration were: volume of HGV movements, lack of clarity and control on any traffic management, impact of the scale of material on the contour of the land on Leigh, specifically flooding.

61.2. ACTION – Write Letter of Representation to both Surrey CC and MVDC planning case officers highlighting concerns raised regarding application MO/2020/2269 (LM)

Administration & Finance

62. **Payments** as on Bank statement (Appendix D)

63. **Receipts** (Appendix E)

District and County Updates (DC Cllr Huggins had left at this point)

64. **SC Cllr Clack update:** Surrey County Council have set a balanced budget this year. Their financial issues have been addressed. There is to be a 1.99% Council Tax increase this year including a 0.5% increase on Social Care.

Other Meetings and dates to note (Appendix F)

65. Rural community meeting with Cllr Clack Wednesday 20th January (LM/RW)

LPC – 20210215

66. MVDC Bimonthly clerks meeting Wednesday 27th January (LM). Minutes and points have been circulated by LM.

67. GACC 19.00 on 28 January 2021 (SA)

67.1. ACTION – circulate GACC update to Parish Councillors (SA)

68. Leigh Post insert was submitted by LM by 8th February

69. Full Council meeting – Monday 15th March (All)

70. Litter pick provisional date – March 13th (All welcome)

70.1. ACTION - check with contact at MVDC whether they will be supporting community litter picks. If not going ahead inform residents by usual means as soon as possible (LM).

71. Parishioner's Questions Comments

71.1. (1) There have been three separate accidents on the Ashurst Farm bend since the end of January. A large area of the verge by North Lodge has been eroded by Flood water.

71.1.1. ACTION – log flooding incident on SH portal (LM)

There being no other business the Chair, JC ended the meeting at 20:54

Appendix Items

Where the appendix items do not accompany the agenda and you wish to see them, please contact the clerk on leighparishcouncil@gmail.com

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

<https://www.police.uk/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	Postponed
New gmail emails set up for council use	LM/All	To be adopted
SEIB entry consideration	All	By 21 st Feb
Respond to Swires Landfill application	All	By 15 th Feb
Leigh Post update	LM	Done

APPENDIX C –**Planning Applications (14th December onwards)**

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

Registered Applications	Location	Description	Pub end date
MO/2020/2269 https://www.molevalley.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=MO/2020/2269 https://planning.surreycc.gov.uk/planappdisp.aspx?AppNo=SCC+Ref+2020%2f0079	Land East of Swires Farm, Lodge Farm, Lodge Lane, South Holmwood, Dorking, Surrey, RH5 4NY	Importation, engineering and recovery of inert waste material to land for the purposes of capping a historic above-ground landfill (Surrey County Council application - for consultation purposes only).	Publicity End Date *:05-Feb-2021
Decisions	Location	Description	Outcome
MO/2020/0887	Construction of Tennis/Netball courts, with 3 m	Moon Hall School, Burys Court, Flanchford Road, Leigh, Reigate, Surrey, RH2 8RE	04-Feb-2021 APPROVED WITH CONDITIONS

	chain link fence surrounding		
MO/2020/1810	Erection of a two storey classroom building following removal of existing outbuildings	Moon Hall School, Burys Court, Flanchford Road, Leigh, Reigate, Surrey, RH2 8RE	Decision made 27-Jan-2021 REFUSED
Appeals			
NONE			

APPENDIX E – Bank statements (separate pdf)**APPENDIX E - Payments**

Payments due:

Payee	Description	Date	Amount	Cheque number	Status
L Mann	Salary January	6/1/2021	499.63	BACS	PAID
Island web services	Web hosting	13/1/2021	60.00		OUTSTANDING
L Mann	New council laptop	29/01/2021	529.00		OUTSTANDING
	McAfee Virus Cover				Needs approval
	Microsoft 365 subscription - £7 per month				Needs approval

APPENDIX E – Key datesMonday 15th March – Full Council MeetingSpring Litterpick – Saturday 13th March (restriction dependent)

Annual Parish Meeting - TBC

Monday 19th April – Full Council Meeting**Cllr Supporting material (September) by separate email**