

LEIGH PARISH COUNCIL MINUTES

MINUTES of the FULL COUNCIL MEETING of the LEIGH PARISH COUNCIL held on 21st June 2021, at 7:30pm.

Present Cllrs: Mr P Wilkinson (Vice-Chair), Mr R Tomkins, Mr S Ames.

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

Parishioners: 2

102. **Apology for absence had been received and accepted from** Cllr J Cambra, Cllr M Foulsham, Cllr M Everitt. DC Cllr M Huggins.
103. The **Minutes of the Annual General Council Meeting** held on 17th May 2021 was acknowledged as an accurate record and signed by PW.
104. **Disclosure of Interest;** SA and PW declared a non – pecuniary interest in the orchard. LM reminded those present to redo their DOI forms and send through for resubmission to MVDC asap.
- 105. Parishioners Questions**
- 105.1. Speed restrictions on NR. *There had been two accidents on Newdigate Rd, one DUI and one collision with deer. Newdigate Road has become a racetrack. Could the roads be a 30 rather than a 40mph.*
- 105.1.1. ACTION - Put in an enquiry regarding the speed limit with Surrey Highways. (LM)**
- 105.2. Road signs left behind. There are various roadwork signs which have not been collected. (Newdigate Rd junction and one at NR/CH Road, Junes bloom and outside Hook Farm, Shellwood Rd and BCR.)
- 105.2.1. ACTION - Log with Surrey Highways via the portal (LM)**
- 105.3. Trees on the Green. Various branches have been pulled off the trees on the green (Church Side)
- 105.3.1. ACTION - Ask contractor to tidy before the SSEIB judging day (Thurs 24th June).**
106. **Crime Report** This had not been received in time. Clerk to circulate once in. (Appendix A)
- 107. Clerk Report/Matters Arising**
- 107.1.** It was noted that the SSEIB judging was taking place on Thursday 24th June. (For information only). This year it was being hosted by LDCGS. Previously planned to be a desk-top entry it would now be in person. Kindly Jean Griffin will be representing the village on the day and showing them around.
- 107.2.** A family had approached the Parish Council requesting the PC consider them installing a memorial bench on the green for their late father. All agreed that this will require a site visit and depending on the location possible liaising with the Church. (LM)
- 107.3.** Cllr Wilkinson congratulated the Leigh Plant sale having raised £2645 for local groups. The organisers had kindly provided all the information requested and legally required in plenty of time.

Community

108. Community Projects/grants.

- 108.1.** Leigh Picnic. It had been noted that the LDCGS had advertised (via a maildrop) a community event being planned on the recreation ground on 18th July. The Council were surprised that no permission had been sought yet from the Parish Council although the Cricket Club were informed. Councillors also raised concern regarding the fact the current restrictions for Covid-19 would still be in place on that date.
- 108.1.1. ACTION – Contact for clarity from LDCGS regarding the event. Advise them they need to provide a Covid Risk Assessment (needs to be checked by the Environmental Department) and a copy of their Public Liability insurance. (LM)**

- 108.2. Adria Kinloch kindly gave a brief update on the History Book publication. The final copy had not yet been signed off. Publish date TBC.

Highways and Services

- 108.3. **Highway issues** – LM parished the prompt service from Surrey Highways. She had requested BCR verge cut on the corners of the village hall. They had attended very promptly. It was noted that a tree had come down on a van on BCR/NR.
- 108.4. **Flooding** – It was noted that a water leak on Smallshill Rd was still there despite being reported by several residents.

Amenities

- 108.5. **Playground Update (RT)**: Your Fund application – there was now a request for full submission. RT has spoken directly with the grant team. He now needs to organise plans and obtain three quotes for the playground proposal.
Quote for repairs to access bridge. Clerk and JC had met with a local handyman and were awaiting his quote. He had suggested there was a new surface placed over the wooden sleepers. This would replace the chicken wire that is degrading and potentially sharp.
- 108.6. **Allotments**: LM and JC had visited the site last week to double check a plot swap request. The two plot holders are incredibly tidy and productive so the request has been approved. LM mentioned that the site generally is very over-grown and that it would be sensible to think about how the site could be tidied up (particularly the communal areas) and made more attractive. There were several areas and plots which were not being used currently. These could be improved, redrawn out and leased out.
- 108.6.1. ACTION – put together a proposal to enable the allotment site to be used more effectively. (LM/ME/JC)**
- 108.7. **Green spaces**: The date has been fixed for the presentation and transfer of deeds from The Motion Family to Leigh Parish Council. It will take place in late July. A licence template had been prepared for the Apple Press Group by Leigh Parish Council. This licence will stipulate the usage and management of the Orchard.
- 108.7.1. **RESOLVED All present agreed to Adopt the proposed Licence for Motion Orchard/Apple Press Group.**
- 108.7.2. ACTION – Sign approved licence and circulate. (PW/LM)**
- 108.7.3. ACTION - Request Title Deed and plan for transfer day (Motion Orchard) (LM)**

Planning

- 108.8. **Applications - Registrations, decisions, appeals**. Applications were noted (Appendix C). There were no comments made or actions to be taken.

Administration & Finance

- 108.9. **Payments** to be raised were noted as per (Appendix D)
- 108.10. **Income** as per bank statement was noted (Appendices 1)

Other Meetings and dates to note (Appendix E)

- 108.11.** Full Council meeting – July 19th, 2021
- 108.12.** 30th July Motion Orchard Official Handover.

Parishioner's Questions/Comments – 10 minutes

- 108.13.** The Village hall will be closed from 19th July to middle of August to repair the subsidence.

- 108.14. ACTION - Write letter to the occupiers of The Old School House. This needs to be taken back in line with the fencing. Users of the pavement are affected by the hedge.**
- 108.15. ACTION - Verge cutting schedule – request from Surrey Highways.**
- 108.16.** There had been another Power cut previous week. RT had queried if it was the overhead cables or maybe the trees. **ACTION – contact UK Power networks for their management plan to ensure continuity of service.**
- 108.17.** Hedges - Even though the Show was not taking place this year, will the farmer still be cutting the hedges. *This is still expected.*

There being no other business the Vice-Chair closed the meeting at 20:30

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 (Still outstanding at 7th July)

APPENDIX B –Action points status

Action point	Owner	Status at 4 th July
Update website pages	LM	Ongoing
Solicitor - regarding land donation (Motion Orchard)	LM	Complete
Solicitor instruction for adoption of land (Dawes Green)	LM	Outstanding
Allotment site meeting	LM/JC	To be rearranged
New gmail emails set up for council use	LM/All	Set up but to be adopted by all
Advertise date for APM, contact groups regarding involvement	LM	Date and format TBC
Submit AGAR	LM	Completed
Contact SCC ROW team regarding stile funding	LM	Awaiting response
Submit Leigh Post insert (July/Aug)	LM	Completed
DOL speeding report recirculate to Surrey Highways	LM	Awaiting response
New councillor information and set up	LM	Completed
Speed limit - Put in an enquiry regarding the speed limit with Surrey Highways on Newdigate Rd	LM	Outstanding
Ask contractor to tidy green branches before the SSEIB judging day	LM	Completed
Discarded road signs - Log with Surrey Highways via the portal	LM	Completed
Request clarity from LDCGS regarding the event. Advise them they need to provide a Covid Risk Assessment (needs to be checked by the Environmental Department) and a copy of their Public Liability insurance.	LM	Completed
Circulate Orchard Licence	LM/PW	Completed
Write to Browns regarding speed of HGVs	LM	Completed
Contact the residents at Brook House to find out if they are aware of any progress on the water monitoring	JC	Completed
Contact owners of OSH for hedge cutting	LM	Due
Sign and circulate User licence for Motion Orchard	LM/PW/RT/JC	Due
Request Title Deed and plan for transfer day (Motion Orchard)	LM	Requested. Awaiting copy from solicitors
Write proposal to enable the allotment site to be used more effectively.	LM	Outstanding
Contact UK Power networks for their management plan to ensure continuity of service.	LM	Outstanding
Request verge cutting schedule from SCC	LM	Awaiting response

Planning Applications (14th June onwards)

Registered Applications	Location	Description	Pub end date
None			
Decisions	Location	Description	Outcome
MO/2020/1132	Rosemar Farm House, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NT	Erection of 6 No. dwellings with associated landscaping and parking following demolition of existing kennel buildings.	10-Jun-2021 REFUSED
MO/2020/2372	Little Shellwood, Clayhill Road, Leigh, Reigate, Surrey, RH2 8PA	Erection of single storey rear extension, first floor side extension, alterations to the existing roof and conversion of existing office/garage to an attached annex.	09-Jun-2021 APPROVED WITH CONDITIONS
MO/2021/0440	Moon Hall School, Bury Court, Flanchford Road, Leigh, Reigate, Surrey, RH2 8RE	Removal and rebuilding of a section of garden wall.	15-Jun-2021 APPROVED WITH CONDITIONS
MO/2021/0525	Barn adjacent to Parkhouse Farmhouse, Mynthurst Farm, Mynthurst, Leigh, Reigate, Surrey, RH2 8RJ	Prior notification for the change of use of an agricultural barn to 1 No. residential dwelling	14-Jun-2021 PRIOR APPROVAL NOT REQUIRED
Appeals			
MO/2020/1814	Barn Cottage, Church Road, Leigh, Reigate, Surrey, RH2 8RF	Erection of single storey rear extension.	Application under appeal

APPENDIX D - Payments

Payments due:

Payee	Description	Date	Amount	Cheque number	Status
L Mann	Salary June	5/6/2021	499.63	BACS	PAID

APPENDIX E – Key datesSSEIB judging date - 24th June (managed by LDCGS)Next Full Council meeting – Monday 19th July

No meeting in August

Leigh Post update – 8th AugustFull Council Meeting – Monday 20th September