

# LEIGH PARISH COUNCIL MINUTES

## MINUTES of the FULL COUNCIL MEETING of the LEIGH PARISH COUNCIL held on 20<sup>th</sup> September 2021, at 7:30pm.

Present Cllrs: Mrs J Cambra (Chair), Mr P Wilkinson (Vice-Chair), Mr R Tomkins, Mr S Ames, Mr M Foulsham.

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

Parishioners: 2

135. Apology for absence had been received and accepted from MVDC Cllr Mrs M Huggins.

136. The Minutes of the Full Council Meeting held on 19<sup>th</sup> July 2021 were acknowledged as an accurate record and signed by JC.

137. Disclosure of Interest. None declared.

138. Parishioners Questions

138.1. Parking – JB reported that the classes in the afternoons are unable to park in the Village Hall due to people parking to use the playground. She requested that the lower driveway gate to the pavilion be opened to allow playground users to park there. There could be security issues, but it could be trialled.

**138.1.1. ACTION – as a trial leave the gate open until the weather turns wetter. Inform and check with the Cricket Club that this is not an issue. (PW/LM)**

138.2. Length of perimeter grass remains long. It has been cut but not to low levels in previous years. The LCC had been approached regarding this and had felt it be left for rewilding areas. They will be recutting it once more at the end of the season.

**138.2.1. ACTION – contact them to recommend they revisit the length being left (PW/LM)**

139. Crime Report (Appendix A) had been circulated. Includes up to the beginning of August. Additional points:

139.1. A couple on Tapners Road had found someone walk into their kitchen. Police notified. It was hoped that it was a genuine error and nothing sinister (notified via the community Facebook page.)

139.2. There had been round bales set fire to over the weekend (notified via the community Facebook page.)

*RT 7:45pm arrived*

140. Clerk Report/Matters Arising (Appendix B)

140.1. Correspondence over July to Aug

140.1.1. Query regarding approaching cows in fields. Have contacted the row team for guidance on etiquette etc. There had been a separate incident in Newdigate where an elderly lady had been trapped with her dog. PW recommended circulating the information available on the Ramblers website regarding walking near livestock. There are Legal requirements, and a countryside code exists.

**140.1.1.1. ACTION – circulate via the usual communication channels to inform residents the best way to approach livestock when walking particularly with dogs. (LM)**

140.1.2. Garden waste bins. There is to be no collection for those who pay for the service due to HGV driver shortages. LM mentioned there is a possible private supplier operating in local parishes. Costs would be around £12 per collection.

140.2. Wicket Covers. Three covers will be purchased, and each can have branding on them. Leigh CC have asked if LPC object to them having sponsorship on two. PW recommended this be approved assuming that the sponsorship as suitable (no alcohol, betting, or smoking etc).

**140.2.1. RESOLVED: The PC approved in principle to the Cricket Club having sponsorship on the wicket covers. The final brand would need to be approved by Leigh Parish Council.**

140.2.2. Remembrance Sunday. – clerk asked if there are enough lamp post poppies for this year.

**140.2.2.1. ACTION - request 10 more if available from MVDC. (LM)**

140.3. Leigh in Bloom. Continue to celebrate the Silver Gilt award this year. Jean Griffin entered on behalf of the PC this year. Jean Griffin will be present at the LDCGS food festival and apple press. She will present the Silver Gilt certificate for 2021 to the Council on the day.

141. Community Projects and Grants

141.1.1. Leigh History Publication -AK updated the Council. Posters have been circulated to show how to buy them! Sold 38 copies to date. The money going into a separate account for transparency. AK is awaiting for the invoice for the printing costs. These will then be covered by the Parish Council.

Community

142. Litter pick – Saturday 2<sup>nd</sup> October. Collect on the Sunday. ME kindly offered to collect the bags on the Sunday and put them on the layby.

**142.1. ACTION: arrange collections and check if any items needed from MVDC depot (LM)**

143. Leigh Apple Press and Food festival – Saturday 25<sup>th</sup> September. Noted.

Highways and Services

144. Highways

144.1. Newdigate Rd speed survey has been approved. The cost is £240. Surrey Highways have recommended holding off submitting the purchase order until spring 2022 as they won't action the request until then.

144.2. It was noted that there has been recent traffic monitoring on Tapners Road, just past Gadbrook Rd.

144.2.1. **ACTION – try and find out what the action is for and if the results are available (LM).**

145. Flooding

145.1. RT had contacted Surrey Highways regarding the outstanding/overdue drain/ditch clearing in the area. There has been no response to date. Contacts may have left. (RT)

145.2. It was noted that there was activity at the Pump Station on Smallshill Road today. There has been recent drain works carried out by a private contractor.

**145.2.1. ACTION – submit FOI to Thames Water regarding recent monitoring activity. (LM)**

Amenities

146. Playground

146.1. The new seesaw has been vandalised and still needs addressing. RT believes it can be repaired. Depending on the excess it may not be worth doing via the insurers.

**146.1.1. ACTION - Log crime report. Ask insurers regarding excess. Order replacement parts (LM/RT)**

146.2. Your Fund: RT is currently working towards the application to be submitted for the grant. He is awaiting a quote from a third supplier for the fort replacement.

147. Allotments

**147.1.1. ACTION – JC and LM to address recent suggestions and improvements.**

148. Green spaces

148.1. The next Phase of Tree work was now due. The quote had been circulated. LM had offered up options in terms of budget with the work to be prioritised and split over this year and 2022/23.

148.2. **It was noted that the Memorial bench location has been informally approved.** The family have ordered a 5ft bench. It will go next to another bench on the West side of the Green with the back to the Harrington Rd hedge line where the gap in the hedge is.

148.3. Stiles on Recreation ground. There is one old stile near Newdigate Rd (Leigh PC responsibility) and one new access point on Bunce Common Rd (LM is chasing for SCC members fund and SCC funding- no response yet). A new kissing gate would allow walkers to get off the road

verge easily rather than them walking down it to the existing gate on the corner opposite the village hall. It was noted that currently the old sile near Newdigate Rd gets removed completely for the Leigh Flower Show.

148.4. Gateway on Bunce Common Rd. RW had recommended we remove the old gate and hedge the stretch. A quote had been circulated for the works. The Parish Councillors wanted to explore whether they could do this voluntarily instead.

149. Planning

149.1. Applications – Registrations, decisions, appeals (Appendix C)

149.1.1. Application MO/2021/1509 was briefly discussed regarding future change of use but it was felt that from an objective planning perspective the application could not be challenged. No action.

149.2. Gatwick Expansion Public Consultation is now open – closes 1<sup>st</sup> December. GAL invited parish councillors to join a briefing with members of the project team. There would be an initial presentation on the proposals which would then be followed by a Q&A discussion. The meeting would be held via Zoom in the evening of September 28th. GAAC are also happy to come and answer any questions.

**149.2.1. ACTION- circulate briefing information and request details regarding traffic specifically. (LM)**

149.3. MVDC local plan has been re - circulated. No major changes for Leigh sites (Tapners Rd and Priest House). There has been slight reduction in numbers. There were implications for other villages though! (For example, the Hookwood housing proposal has increased)

150. Administration & Finance

150.1. Payments for authorisation were noted (Appendix D)

150.2. Receipts were noted (Appendix E)

150.3. The conclusion of AGAR 2020-21 was noted. This was concluded by the external auditors with no comments to note. PW and JC thanked the clerk for her work on this.

151. Upcoming Meetings and dates to note (Appendix E)

152. Parishioner's Questions Comments

152.1. *Local plan consultation. Can we look to have a FMV specific meeting. More specific areas, to consider for Leigh. What needs to be addressed. Managing expectations. Create a specific meeting.*

152.2. *Community Infrastructure Levy money (around £5700) – how this will be used? Possibility to use towards traffic calming. Potential to ask residents regarding how to spend the money. It was noted that there are controls on how we can spend the money.*

152.3. Moon Hall School have now got 8 minibuses. It was felt this was a positive move, removed additional car journeys off the road.

152.4. Village Hall. There had been issues regarding underpinning and the subsequent window issues. Out the front the tarmac has been cut short. MVDC grant had been gratefully received and was helping with funding the new windows etc.

**152.5. Clerk requested the Dawes Green Layby be strimmed as it is very overgrown. APPROVED**

## Appendix Items

### APPENDIX A – PCSO crime report – to follow

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

### APPENDIX B – Action points status

Action point	Owner	Status at 18th July
Contact Property services at SCC regarding Gravel Layby	LM	Awaiting response
Contact LCC regarding boundary grass	LM	Completed
New gmail emails set up for council use	LM/All	Set up but to be adopted by all
Send request for drain/ditch clearing to SH	RT	Completed
Circulate bank statements	LM	Completed
Contact Tree surgeons for quote for next phase of tree works	LM	Completed
Contact SCC ROW team regarding stile funding	LM	Awaiting response
Speed limit survey. Requested.	LM	Awaiting response from SH
Contact owners of OSH for hedge cutting	LM	
Sign and circulate User licence for Motion Orchard	LM/PW/RT/JC	Due
Write proposal to enable the allotment site to be used more effectively.	LM	In progress
Contact UK Power networks for their management plan to ensure continuity of service.	LM	Emailed awaiting response. Next steps
Your Fund application	RT	In progress

### APPENDIX C –

#### Planning Applications (15<sup>th</sup> JULY onwards)

Registered Applications	Description	Location	Pub end date
<a href="#">MO/2021/0557</a>	Erection of a two storey rear extension, pitched roof with gable end.	Dean Cottage, Blanks Lane, Newdigate, Dorking, Surrey, RH5 5ED	13-Aug-2021
<a href="#">MO/2021/1420</a>	Discharge of condition 3 of approved planning permission MO/2020/2333 for the er	Sheepcote Cottage, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8QA	24-Aug-2021
<a href="#">MO/2021/1494</a>	Discharge of conditions 4 and 5 of approved planning permission MO/2020/2333 for	Sheepcote Cottage, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8QA	<b>24-Aug-2021</b>
<a href="#">MO/2021/1501</a>	Demolition of rear conservatory and front porch and erection of single storey re	Kiln Meadow, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX	11-Sep-2021
<a href="#">MO/2021/1509</a>	Creation of new track and access off Clayhill Road.	Profits Farm, Clayhill Road, Leigh, Reigate, Surrey, RH2 8PB	08-Oct-2021

<a href="#">MO/2021/1711</a>	Variation of Condition 7 of planning permission MO/2021/0404 for the erection of	Moon Hall School, Burys Court, Flanchford Road, Leigh, Reigate, Surrey, RH2 8RE	07-Oct-2021
<b>Decisions</b>	<b>Description</b>	<b>Location</b>	<b>Outcome</b>
<a href="#">MO/2020/2128</a>	Erection of a replacement garage.	Sheepcote Cottage, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8QA	<b>23-Jul-2021 APPROVED WITH CONDITIONS</b>
<a href="#">MO/2020/2333</a>	Erection of a replacement garage (application for Listed Building Consent).	Sheepcote Cottage, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8QA	<b>23-Jul-2021 APPROVED WITH CONDITIONS</b>
<a href="#">MO/2021/1221</a>	Tree works.	The Vicarage, Clayhill Road, Leigh, Reigate, Surrey, RH2 8PD	<b>Decision made 28-Jul-2021 NO OBJECTION</b>
<a href="#">MO/2021/1318</a>	Certificate of Lawfulness for a proposed development in respect of a single stor	25, The Glebe, Leigh, Reigate, Surrey, RH2 8NL	<b>Decision made 08-Sep-2021 APPROVED</b>
<a href="#">MO/2021/1420</a>	Discharge of condition 3 of approved planning permission MO/2020/2333 for the er	Sheepcote Cottage, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8QA	<b>Decision made 24-Aug-2021 CONDITIONS APPROVED</b>
<a href="#">MO/2021/1494</a>	Discharge of conditions 4 and 5 of approved planning permission MO/2020/2333 for	Sheepcote Cottage, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8QA	<b>24-Aug-2021 CONDITIONS APPROVED</b>
<b>Appeals</b>			
None			

**APPENDIX D - Payments**

Payments due:

Payee	Description	Date	Amount	Cheque number	Status
L Mann	Salary September	5/9/2021	499.63	BACS	PAID
Mulberry	Planning training PW	12-08-21	48.00	988	DUE
Tree Associates	OPM nests x 3	20-09-21	480.00	989	DUE
PKF Littlejohn	External Audit	20-09-21	240.00	990	Due
A Kinloch	Mail chimp subscription 2020-21	20-09-21	78.94	991	DUE
L Mann	Aug – Sept Expenses	20-09-21	64.92	987	Due

**APPENDIX E – Receipts**

Date	Paid by	Description	Amount (£)	Account
16-08-21	MVDC	Cil money	5789.46	Business Current
06-09-21	MVDC	Precept & Grants	9159.00	Business Current
21-08-21	Natwest	Interest	0.10	Business Reserve

**APPENDIX F – Key dates**Litter pick – Saturday 2<sup>nd</sup> OctoberNext Council meeting – October 18<sup>th</sup>

Finance Meeting – November TBC

Next Leigh Post deadline – 8<sup>th</sup> October