

# LEIGH PARISH COUNCIL MINUTES

**MINUTES of the FULL COUNCIL MEETING of the LEIGH PARISH COUNCIL held on, 17<sup>th</sup> January 2022 at 7:30pm at The Pavilion, Leigh Recreation Ground.**

**Present Cllrs: Mrs J Cambra (Chair), Mr P Wilkinson (Vice-Chair), Mr S Ames, Mr M Everett, DC Cllr Bushnell.**

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

**Parishioners: 6**

203. Apologies for absence had been received and accepted from Cllr M Foulsham, SC Cllr CH Clack & DC Cllr M Huggins.

204. The Minutes of the Full Council Meeting held on 13<sup>th</sup> December 2021 were acknowledged as an accurate record and signed by JC.

205. Disclosure of Interests if any and any changes to Register of Interests. None declared

206. Parishioners Questions – none at present

207. Crime Report. JC highlighted the incidents as outlined in appendix A. No actions.

208. Clerk Report/Matters Arising were noted (Appendix B)

208.1. The L&D Cottage Garden Society have requested a site meeting for their proposed Queen's Jubilee Tulip tree planting. There have been a few suggested sites and there is a small window for planting.

208.1.1. ACTION – Arrange for available dates with CGS and relevant Councillor (LM)

208.2. It was noted that the L&D Cottage Garden Society are going to change its name. The final one has yet to be decided but LM has offered to publicise through PC routes when confirmed.

208.3. Leigh Cricket Proposal progress. There was no update at this time.

## Community

209. **Community Projects and Grants.** No new grant applications had been received by the Parish Council at this time.

210. **Queens Jubilee.** The initial remote meeting was to take place on Thursday 20<sup>th</sup> January in the evening. It would be held remotely via Zoom, initially set up by the Parish Council, to be taken forward by the group.

211. **Litter-pick** – The interim litter-pick would take place on Saturday 22<sup>nd</sup> January and then again in March if deemed required. What is collected up will be removed by MVDC on the Monday.

## Highways and Services

212. **Highways – The works taking place at the Church Road/Clayhill Road junction were still in place. It was stated that there was still a large amount of water on the surface and that people were crossing over the green making a mess of the grass.**

212.1. ACTION – report the cross over on the green to SES and set up a tape barrier to prevent walking on the green. (LM/PW/JC)

213. **Flooding.** Cllr Bushnell shared her recent activity in support of the residents of Brook House, next to the Pump House. She was continuing her efforts. Cllr Cambra thanked her for her efforts. Cllr Foulsham was absent so there would hopefully be an update next meeting.

213.1. ACTION – publicise the recommended levels of ditches and encourage residents to address issues on their boundaries (via Leigh post). (LM)

## Amenities

214. **Playground. (RT)** It was discussed that the SCC Your Fund application requires a large amount of documentation and supporting information. More than anticipated. Cllr Tomkins has spoken to MVDC for clarity on how to fill in the forms. The panel are very focussed on inclusive projects and broadening access to the community. To pursue this the application would need more engagement from the

community, demonstrating evidence where it would provide access not available before. It was also noted that an application was unlikely to be granted if there is a request for 100% funding. This means that there needs to be a significant level of funding committed through other methods. They stated that most successful projects that have been approved are much larger scale. If pursued, the next stages includes: checklist based on criteria, it then goes to the Panel (would approve/disapprove), finally funding then happens. RT stated the next panel is in March (this is already full). RT suggested looking into if there is any additional money available through reserves/grants/fund raising. Outstanding work needed to be completed before the playground could safely reopen. The clerk asked Councillors to consider the recent revised quote.

**214.1. RESOLVED:** The quote to complete the remedial works for the playground were approved.  
This work will start on January 27<sup>th</sup>

215. **Allotments** – It was reported that there is just one plot remaining untaken at the site. There are two new plot holders now. Allotment holders had been notified of the newcomers. The leases had been issued along with the invoices.

**215.1. ACTION – continue to try and get the allotments full through working through the current waitlist. (LM)**

216. **Green spaces**

216.1. Representatives for the Leigh Cricket Club updated the council on the LCC cricket net progress. They had requested feedback from the residents regarding any concerns and queries. Once these have been received, they are going to be shared with the parish council. The parish councillors will then take a view on whether they can go ahead with the planning application with MVDC.

216.1.1. **ACTION – circulate feedback from residents and groups to the PC once sent through by LCC (LM)**  
Planning

217. Applications – Registrations, decisions, appeals (Appendix C). There were no comments made on the applications listed. No actions.

Administration & Finance

218. The Parish Councillors noted the financial Bank Reconciliation for Q3, 2021-22 (Appendix D)

219. The Parish Councillors approved the Finance Committee Recommendations for the 2022/23 Precept (Appendix E). This would equate to £13480, at the same level as last year but with the new household base rate. This will be paid in two instalments of £6739. There will also be an additional payment received from MVDC of £4662 for the concurrent services.

**219.1. ACTION - Submit final Precept request for 2022-23 to MVDC before 18<sup>th</sup> January 2022 (LM)**

220. The Parish Council considered re-tendering for services from April 2022 onwards. They concluded that they were happy with the current suppliers/contractors.

220.1. ACTION – notify current contractors (LM).

221. The payments in Appendix F were noted and approved. RT signed the cheques and LM counter signed.

222. The receipts (Appendix G) were noted.

Other Business to note

223. Upcoming Meetings and dates were noted (Appendix H)

Parishioner's Questions and Comments

224. Dawes Green Layby progress. *Clerk clarified that now Surrey Highways had confirmed they did not have ownership over the gravel layby, LPC could continue the adoption process. As it would incur legal expenses, this may fall into the next financial year. It will remain on the action list/ agenda.*

225. Mysterious noise down the Dawes Green End. *Some residents had taken to Facebook to complain about the noise coming from the farm fields. It was assumed to be crop scarers located close to residential dwellings.*

- 226.** Reigate centre reduced speed limit without consultation with local villages. *Clerk had queried the amendment with SCC but had not had any response. She will chase up.*
- 227.** Walking group in Leigh to be promoted through the website. *Clerk to share once the details are sent through.*
- 228.** LB noted that regarding the 20mph speed limit, some County Councils have put forward a motion for more speed limits reduced.
- 229.** Who owns/responsible the Glebe ditch? *Clerk informed them that the ditch at the back of the Glebe is Clarion Housing responsibility.*

**There being no other business to discuss, the Chair closed the meeting at 20:20**

## APPENDIX ITEMS

## APPENDIX A – PCSO crime report – to follow

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

Leigh Parish Council Meeting / Summary 13 Dec 2021 – 17 Jan 2022

Locality	Street	Summary
LEIGH	SMALLS HILL RD	VEHICLE IN LANE EARLY HOURS OF MORNING WITH MAN GOING UP GARDEN PATH WITH TORCH NO OFFENCES FOUND
LEIGH	BUNCE COMMON RD	CAR IN DITCH. APPEARS VEHICLE HAS BEEN DRAGGED OUT OF THE DITCH AND RECOVERED
LEIGH	SHELLWOOD RD	VEHICLE IN A DITCH OFF THE RD NOT CAUSING AN OBSTRUCTION
LEIGH	NA	CONCERN FOR SAFETY VULNERABLE MAN. LIAISED WITH PARTNERS ALL IN ORDER

## APPENDIX B – Action points status

Action point	Owner	Status at 12 <sup>th</sup> January
Gravel Layby adoption	LM	Confirmation from Surrey Highways received Nov 2021
New emails set up for council use	LM/All	Set up but to be adopted by all
Contact SCC ROW team regarding stile funding	LM	HC confirmed members allocation
Speed limit survey. Requested from SHighways	LM	To be done in Spring 2022
Proposal from LCC/RCC to Leigh PC for nets	PW	In progress
Your Fund application	RT	In progress

## APPENDIX C –

Planning Applications (15<sup>th</sup> December onwards)

Link/Ref	Location	Details	Publicity end date
<a href="#">MO/2022/0009</a>	Hare House, Flanchford Road, Leigh, Reigate, Surrey, RH2 8NW	Certificate of Lawfulness for a proposed development in respect of an erection of a single storey detached outbuilding.	04-Feb-2022
<a href="#">MO/2022/0011</a>	Hare House, Flanchford Road, Leigh, Reigate, Surrey, RH2 8NW	Reinstatement of original front door and introduction of new storm porch.	04-Feb-2022
Decision ref	Location	Details	Outcome
<a href="#">MO/2021/0557</a>	Dean Cottage, Blanks Lane, Newdigate, Dorking, Surrey, RH5 5ED	Erection of a two storey rear extension, pitched roof with gable end.	05-Jan-2022 APPROVED WITH CONDITIONS

<a href="#">MO/2021/2151</a>	1, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8PE	Prior notification for the erection of a single storey rear extension of 6.00 metres deep and 4.00 metres high with an eaves height of 3.00 metres.	20-Dec-2021 PRIOR APPROVAL GRANTED
Appeals			
None			

## APPENDIX D – FINANCIAL BANK RECONCILIATION Q3

Q3,2021-22	
Balance as at 1st October 2021	<u>34,022</u>
Plus receipts	461
less payments	<u>4,590</u>
Balance as at 1st October 2021	<u>29,893</u>

### Made up of

Current Account Balance	18,898
Plus Reserve Account	<u>10,995</u>
	<u>29,893</u>

Less unrepresented Cheques

Balance as at 31st December, 2021	<u>29,893</u>
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## APPENDIX E: FINANCE COMMITTEE RECOMMENDATIONS

<https://leigh-surrey.org.uk/wp-content/uploads/2021/12/Finance-Committee-Recommendations-November-2021.pdf>

## APPENDIX F - Payments

Payments due:

Payee	Description	Date	Amount	Cheque number	Status
L Mann	Salary JANUARY	5/01/2022	499.63	BACS	PAID
EIBE	SEESAW PARTS	17/01/21	308.11	1003	PAID
Grasstex	Final leaf collection	17/12/21	613.00	1001	PAID
SCA	Payroll	15/01/22	18.00	1002	PAID
L Mann	Expenses Q3	17/01/22	£93.42	1004	DUE

## APPENDIX G – Receipts

Date	Paid by	Description	Amount (£)	Account
11 <sup>th</sup> Jan	HMRC	VAT return	372.54	Current
5 <sup>th</sup> Jan	LM/cheque	Allotment rent	20.00	Current
31 <sup>st</sup> Dec	Natwest	Interest	0.09	Reserve

LPC – 20220117

**APPENDIX F – Key dates**

SCC Tree Grant delivery to Mike w/c January 17<sup>th</sup>

Precept request to MVDC deadline – 18<sup>th</sup> January

Queens Jubilee meeting – Thursday 20<sup>th</sup> January 7:30pm

Interim litter pick – Sat 22<sup>nd</sup> January

Phase 2 tree works – 24<sup>th</sup>-26<sup>th</sup> January

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

Parish Council Meeting – 21<sup>st</sup> February

Spring Litter pick - Saturday 12<sup>th</sup> March 2022

Year End - 31<sup>st</sup> March 2022 (Start of new budget)