

DRAFT LEIGH PARISH COUNCIL MINUTES

MINUTES of the FULL COUNCIL MEETING of the LEIGH PARISH COUNCIL held on 21st March 2022 at 7:30pm at The Pavilion, Leigh Recreation Ground.

Present Cllrs: Mrs J Cambra (Chair), Mr M Foulsham, Mr M Everett, and Mr P Wilkinson (Vice-Chair).

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

Parishioners: 2

253. **Apologies for absence** had been received and accepted from Cllrs Mr R Tomkins, Mr S Ames, SCC Cllr H Clack and DC Cllr M Huggins.
254. **The Minutes of the Full Council Meeting** held on 21st February 2022. PW raised an amendment to item nets (the proposed number is 4 not 2 as stated). This change was made and then the minutes were acknowledged as an accurate record and signed by JC.
255. **Disclosure of Interests** if any and any changes to Register of Interests. None declared.
256. **Parishioners Questions.** None at this time.
257. **Clerk Report/Matters Arising** were noted (Appendix B)
- 257.1. Action Point status was noted.
- 257.2. Correspondence summary was noted. It was agreed that this would be a good addition to the meetings in the future.

Community

258. **Litter pick** – JC raised her thanks to the local volunteers who attended in March. She stated that there had been lots of litter still despite there being a litter pick only in January.
259. **Community Projects and Grants.** There had been no new applications received at this time.
260. **Queen’s Jubilee. The next meeting from the community group was set for the Wednesday 21st March at 7:30pm.** Cllr Wilkinson would be attending to represent the Parish Council. The committee was being run by a local resident.
261. **Leigh in Bloom 2022.** Mrs Jean Griffin had been provided with supporting information for the Parish submission, by the clerk. The judging date was still to be confirmed but was expected to be in June/July.
262. The Annual Parish Meeting was confirmed to be on the evening of May 12th. LM requested suggestions for a guest speaker. A few suggestions were made.
- 262.1. ACTION – Enquire regarding availability for guest speakers (LM).

Highways and Services

263. **Highways.**
- 263.1. ACTION - Request speed survey be booked in on Newdigate Rd now it is the right time of year (LM).
264. **Flooding.** Nothing new at this time.

Amenities

265. **Playground.** There had been a kind donation of wood preservative for the rustic wood equipment in the playground. It was agreed that this would be best completed by a professional as getting volunteers proved tricky.
266. **Allotments.** There was no update.
267. **Green spaces**
- 267.1. SCC Tree grant. (The free hedge whips and saplings received through a Surrey CC initiative). ME had kindly arranged for his team to plant them on the corner of the allotment. He noted that they are very small in size and would take a while to become established. On inspection, the old gate site on BCR has hardcore underneath it. The gate will need moving to remove the hardcore. It

was suggested that they consider popping in fence posts and enclosing the area. This is to be explored.

267.2. Recreation Grass on the cricket boundary. A resident has raised concern around the length of the grass on the outer boundary of the recreation ground. The real issue being that it ends up with dog waste in it. The Parish Council agreed that this was a problem. Currently the PC contractors do not cut any grass on the recreation ground, only within the playground. The Cricket club maintain the field and currently do not go as far out as the hedge.

267.2.1. ACTION – contact the cricket club for their ability to cut the boundary regularly. Does not need to be cut as close as the green but it should be taken up to the hedge. PW would check the lease regarding the Cricket Clubs responsibilities.

267.3. Kissing Gate – Cllr Foulsham requested that the project to allow access to the recreation ground directly opposite the footpath on the north side of the rec be made as soon as possible.

267.3.1. ACTION – parts need to be quoted for. A working party would be needed to install with the posts.

267.4. Tree schedule. It was noted that the final phase of tree maintenance was due to start in early April. Payment will be made in April.

Planning

268. The Parish Council considered the applications – registrations, decisions, appeals (Appendix C). The following observations were made:

268.1. MO/2022/0352 - It was felt there was lack of clarity on the application. There was concern regarding the change of use of the land. They are putting it on land with nothing on it. They have said 'no' to change in use. It is not a residential dwelling? Office and gym currently. It is inappropriate and can be seen from the road. LM to submit to concerns to the MVDC Planning.

268.2. MO/2021/2150 - No objection was made regarding the current application, however there was concern regarding the extension of the brick wall and the lighting. LM to enquire as to whether they needed to address the brightness of the lighting.

Administration & Finance

269. The Council noted and approved **the payments** (Appendix D). Payments were not able to be raised at that time due to limited signatories present.

270. The council noted the bank **receipts** (Appendix E)

271. To approve risk register. This would be sent by email to Cllr Wilkinson for annual approval. (PW)

Other Business

272. Upcoming Meetings and dates to note (Appendix F)

273. Parishioner's Questions

273.1. Log complaints regarding the overgrown hedge on the Old School House. The hedge still encroaches onto the pavement posing a hazard to pedestrians.

273.1.1. ACTION - Log onto the Surrey Highways portal.

273.2. RW had cleaned the fingerpost sign on the green. He noted that there is paint missing on the arm where posters have been stuck on.

273.2.1. ACTION: LM to enquire from the maker as to the best way to repair it.

There being no other business to discuss the Chair thanked everyone for attending and closed the meeting 8.30pm.

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 –**Correspondence to note**

Contact details	General content	
GACC	Subscription intent question. On agenda	
Resident	Suggestion of library books in history box. AK has responded.	How would we manage it. Who would change the books etc? Fire risks?
BPC	Betchworth Annual Parish Meeting general invite (28/03)	
NALC	Smaller local councils feedback request	
Grasstex	Received their PL Insurance cert for next year. For records	
Surrey ALC	Training programme (circulated)	
NALC	Confirmation of agreed back payment levels for clerks for 2021-2023. On agenda	
Resident (2 individual letters)	Concern regarding citing of LDCGS Jubilee tree. Both have been responded to.	
Allotment holder	Concern regarding works at the trees on site. Clerk is awaiting response from Tree surgeons.	
LDCGS	Invitation to all PC to attend tree planting ceremony (circulated)	
Surrey Highways	Road diversion on Blanks Lan and Stanhill (circulated on facebook)	

Action points status

Action point	Owner	Status at 12th January
Gravel Layby adoption	LM	Awaiting new financial year for legal costs to be allocated
New emails set up for council use	LM/All	Set up but to be adopted by all
New gate access on BCR/NR corner	LM	Quote to be circulated for approval
Speed limit survey. Requested from Surrey Highways	LM	To be done in Spring 2022. Need to get booked in
Your Fund application	RT	In progress
Tree grant	All	Progress tbc
Tree work	LM	Phase 3 booked in for April

Leigh in Bloom	LM	Provide Jean Griffin info to support entry for 2022 - Completed
Queens Jubilee celebrations	LM	Now being run by member of the public. Helen Taneborne

APPENDIX C –**Planning Applications (15th February onwards)**

Link/Ref	Location	Details	Publicity end date	
MO/2022/0153	Dean Oak Farmhouse, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PY	Conversion of brick and timber building into 1 bed dwelling.	25-Mar-2022	No comments.
MO/2022/0352	Hare House, Flanchford Road, Leigh, Reigate, Surrey, RH2 8NW	Certificate of Lawfulness for a proposed development in respect of the erection of a single storey outbuilding.	01-Apr-2022	Comment made
MO/2021/1931	Moon Hall School, Burys Court, Flanchford Road, Leigh, Reigate, Surrey, RH2 8RE	Discharge of conditions 3 and 4 of approved planning permission MO/2021/0404 for the erection of a single storey classroom building and associated landscaping following demolition of 2 No. outbuildings, swimming pool and associated plant building.	Decision made 02-Mar-2022 CONDITIONS APPROVED	
MO/2021/2150	1, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8PE	Erection of two storey rear and side extension.	Decision made 09-Mar-2022 APPROVED WITH CONDITIONS	Comment made
Appeals				
None				

APPENDIX D - Payments

Payments due:

Payee	Description	Date	Amount	Cheque number	Status
L Mann	Salary March	5/03/2022	390.00	BACS	PAID
L Mann	NALC back pay for April 2021-December 22	5/3/2022	TBC	TBC	Due
L Mann	Expenses (stamps)	5/3/22	TBC	TBC	Due
GACC	Subscription	TBC	10.00	TBC	Due

APPENDIX G – Receipts

<u>Date</u>	<u>Paid by</u>	<u>Description</u>	<u>Amount (£)</u>	<u>Account</u>
31 st January	Natwest	Interest	0.09	Reserve

APPENDIX F – Key dates

Next Queens Jubilee meeting – TBC

Internal Audit – 8th April (LM)

Parish Council Meeting – 25th April

Annual Parish Meeting – May 12th

Leigh post insert – 8th April deadline