

DRAFT LEIGH PARISH COUNCIL MINUTES

MINUTES of the FULL COUNCIL MEETING of the LEIGH PARISH COUNCIL held on Monday 17th October 2022 at 7:30pm at The Pavilion, Leigh Recreation Ground.

Present Cllrs: Mrs J Willoughby, Mr M Foulsham, Mr Ray Tomkins, Mr Mike Everett, and Mr P Wilkinson.

Also, present: Mrs Laura Mann (returning clerk), MVDC Cllr Charles Engel and Mr R Worth (Footpath Officer)

Parishioners: 3

337. **Apologies for absence** had been received and accepted from SCC Cllr Clack.

338. The **Minutes of the Full Council Meeting** held on 18th July 2022 were approved and signed by Mrs Joanne Willoughby.

339. **Disclosure of Interests** if any and any changes to Register of Interests to note. None noted at his time.

340. **Parishioners Questions – None**

341. **Crime Report** - Items in Appendix A were read out. No actions from these.

341.1. Action: Request an attendance from the PCSO in the future. Check and circulate when the next Rural Crime meeting is (LM)

342. **Clerk Report/Matters Arising** (Appendix B)

342.1. Damage to Hedgerow from a car coming off the road. A claim for damages had been submitted with Zurich by FE-B. Unfortunately, there is no cover for hedges or tree damage. Clerk has emailed to get clarity on this and is awaiting response. The Council considered pursuing the owner's insurers directly but decided that with the excess and likely outcome it was not worth it. No action.

342.2. Storage for LPC Records. At presently there are many boxes of Council documents in various locations. The cost of obtaining storage was relatively large.

342.2.1. ACTION Clerk and Chair will go through documents and either shred, store or pass over to Surrey Archives for safekeeping.

342.3. Letterbox for LPC – LVH have declined the request for a mailbox to be sited on the building.

342.3.1. ACTION – look into other options e.g. Mole Valley, Post Office. (LM)

343. **Community**

343.1. Community Projects and Grants

343.1.1. The Parish Council has two lump sums of Community Infrastructure Levy Money totalling around £15K. The Council briefly discussed various options and the criteria spending such money. It will designate a future meeting to discussing ideas publicly.

343.1.2. No new applications for grants currently. The clerk has reminded residents in the latest edition of the Leigh Post of the grants available. Regarding the History Book sales, the Parish Council noted that it has received a deposit of £700. Ms Kinloch will feedback regarding what they would like the funds spent on once they have a better idea.

343.2. Community Activities

343.2.1. Defibrillator – It was noted that the defib pads and batteries are still in working order/date. However as best practice, it suggests they be changed every 3 years. These are on order. The defibrillator is self checking and will sound an alarm should there be any reduction in battery life or malfunction. The preschool staff will keep an eye on it, and the clerk will check it fortnightly.

343.2.2. Litter Pick – the Chair thanked residents for the turnout especially, Robin Worth for signage and ME for collection. There was a query regarding picking on Dean Oak Lane. Unfortunately, due to limited volunteers and no one from the road directly attending it had not been possible. RW raised concern that he felt it had been more dangerous than previously on a Saturday and proposed it be moved to a Sunday. JC agreed to look at this for the Spring litter-pick usually held in March.

343.2.3. SEIB results. The Parish had received a Silver Gilt award. The Chair thanked Jean Griffin for all her hard work having submitted the entry this year on behalf of the village.

344. **Highways and Services**

344.1. Highways

344.1.1. Speed Survey on Newdigate Road up to Clayhall Lane – The purchase order has been submitted and the clerk is waiting for further instructions.

344.1.2. Replacement of signage on Smalls Hill Road and Newdigate Road. This has still not happened. Clerk noted that the signage on the junction between Shellwood Rd and Broad Lane was also in appalling condition. She will log it on the portal. RW has several road signs logged with Surrey CC, pending action. It was felt that the parking on Bunce Common Rd been generally acceptable over the summer. A resident raised issues with parking at school pick up and had found cars parking up to the bend around the Seven Stars blocking their driveway at times. LM advised them to notify the school directly as they had the power to address this issue.

344.2. **Flooding** – no update.

344.2.1. ACTION - Request FOI from Thames Water from the last round of activity (LM)

344.3. Transport

344.3.1. Gatwick: Cllr Foulsham (MF) gave a Route 4 update. There have been more Easterly take-offs this year. There was a push from the local group Plane Wrong, lobbying for a reversal of the 1km north shift of the flight path, recently changed. There has been a knock-on effect from new digital flight assistance technology; more focused navigation has resulted in a more concentrated route over specific areas. There has also been the effect of Heathrow flights; these prevent the Gatwick planes getting higher quicker as they fly over the top of the airspace locally. MF will attend the AGM for the lobby group, Plane Wrong to represent Leigh Parish Council.

345. Amenities

345.1. Playground: Basketball back plate – this was broken and has now been removed. RT to explore options for whether to repair, replace or remove it entirely from the playground. The post is still in situ. RW flagged that the picnic bench in the playground is broken and needs to be repaired.

345.2. Allotments: 2022 Allotment Charge 2022/3 due for invoicing. It was agreed there would be no increase in charge this year but due to increase in costs all round and the fact there had been no increase in over the last 5 years it was suggested that allotment holders be notified of a modest increase from September 2023/24, the amount of which would be discussed at the Finance Committee meeting in November. Clerk had had contact from the occupiers at the Haven regarding the water bill. She was waiting for the estimate to come through. This would need to be approved by email and paid before the next meeting.

345.3. Green Spaces

345.3.1. There had been communication from a resident in The Glebe by email. Clarion had carried out work on the land without notifying any residents. A resident present at the meeting explained that they had taken down two healthy mature oaks for subsidence insurance reasons. The Parish Council agreed that it was frustrating but that it was Clarion land and therefore could have no effect on it.

345.3.2. Fingerpost repairs – LM had a contractor booked for the week commencing 24th October.

345.3.3. Clerk raised concerns regarding the trees at bus stop. One branch looks very low. It was approved that she obtains a quote for having it lopped.

345.3.4. Location of statue of 'Unknown Tommy' for remembrance. This was on order and once it has arrived it would be agreed upon. Liley to be on the main green near the fingerpost.

346. Planning

346.1. **Applications** – Registrations, decisions, appeals (Appendix C) No comment on any listed.

346.2. **Other planning matters.** There had been contact through MF regarding a historic (approved) permitted development application. There had been a couple of inaccuracies in the application and concern regarding additional work taking place on site. Clerk would raise these points with the planning team to identify if these inaccuracies had any bearing on the decision made.

347. Administration & Finance

347.1. Payments as listed in Appendix D were approved

347.2. The bank statements were signed. Income was noted.

347.3. Other administration and Finance points to note:

- 347.3.1. The Council discussed briefly and confirmed they are to trial a change to bimonthly meeting. On the months they do not meet in person they will consider a less formal online meetings. The dates and focus of these are yet to be decided.
- 347.3.2. The Council noted the successful conclusion of Audit for the financial year 2021-22. There were no issues raised by the auditors (external).
- 347.3.3. 2023/24 Consideration of contractors. It was agreed that the Parish Council was satisfied with the provision of current contractors and will continue with them for the next financial year: Grass, insurance, hedges, and allotment cuts.

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

- 348.1. Finance and precept setting (Committee) meeting now set for November 21st. This would be a committee meeting with all recommendations ratified at the December Full Council Meeting. Ongoing meeting dates were noted (including Monday 19th December, Monday 20th February 2023)

349. Parishioner's Questions & Comments

- 349.1. The fingerpost sign needs repairing asap and that has already been covered.
- 349.2. A representative of the Apple press group reminded the council that they would like permission to site a small shipping container on the recreation ground. They are getting the funding together including a member's allowance from the SCC Cllr Clack. They need permission from the landowner. All present agreed in principle. Clerk requested they apply in writing.

There being no other business to discuss the Chair thanked everyone for attending and closed the meeting at 9:26pm.

APPENDIX ITEMS**APPENDIX A – PCSO crime report – waiting for this****Leigh Parish Council Meeting / Summary 18 JULY – 17 OCT 2022**

Locality	Summary
LEIGH	THIRD PARTY REPORT OF DOG DANGEROUSLY OUT OF CONTROL.
LEIGH	DOMESTIC INCIDENT
LEIGH	ONGOING ISSUE NEIGHBOUR DISPUTE
LEIGH	NEIGHBOUR DISPUTE
LEIGH	COURSE OF CONDUCT WHICH AMOUNTED TO HARASSMENT
LEIGH	REPORT OF ABANDONED VEHICLE IN PRIVATE PARKING BAY. ADVISED TO REPORT TO COUNCIL
LEIGH	SUSPICIOUS MAN KNOCKED DOOR AND REPEATEDLY ASKED FOR SOMEONE WHO DID NOT LIVE THERE ANY MORE
LEIGH	ONE VEHICLE HAS ROLLED AND BLOCKED ROAD.SMALLS HILL ROAD.MINOR INJURY.
LEIGH	TRACTOR LEAKING HYDRAULIC OIL SHELLWOOD ROAD ONTO BROAD LANE HIGHWAYS TAKEN OVER WITH ROAD CLOSURES AND CLEAN UP.
LEIGH	ATTENTION DRAWN AFTER REPORT OF DRINK DRIVER ON SMALLS

APPENDIX B –**Action points status**

Action point	Owner	Status at 10 th October
New emails set up for council use	LM/All	Set up but to be adopted by all (generally yes)
Report damaged signs	FEB/LM	Completed
Speed limit survey. Requested from Surrey Highways	LM	PO Raised with Surrey Highways, awaiting invoice and date
Obtain quotes for traffic calming options	LM	Obtained and Circulated
Order Pads and batteries AED	LM	Awaiting delivery
Order Unknown Tommy	LM	Completed awaiting delivery
Claim for damage to hedge – Zurich	FEB	Completed. Not covered.
Consider use of playground inspection (monthly)	ALL	On hold. To check with PC
Solar Farm application	LM	Completed. They are awaiting further information.
Publicise conclusion of AGAR 2021-22	LM	Completed

APPENDIX C – Planning Applications (September 1st onwards)**Applications:**

Reference	Description	Location
MO/2022/1589	Demolition of existing house and rat catchers' accommodation, and erection of a	Dean Cottage, Blanks Lane, Newdigate, Dorking, Surrey, RH5 5ED
MO/2022/1651	Prior notification for the erection of an agricultural building of 30 metres x 1	Lowbridge Farm, Clayhill Road, Leigh, Reigate, Surrey, RH2 8PD

Decisions:

Reference	Description	Location
MO/2022/1042	Removal of Condition 5 (visibility zones) of planning permission MO/2021/0404 fo	Moon Hall School, Burys Court, Flanchford Road, Leigh, Reigate, Surrey, RH2 8RE
MO/2022/1218	Certificate of Lawfulness for the proposed development in respect of the erectio	Mynthurst Firs, Mynthurst, Leigh, Reigate, Surrey, RH2 8QD
MO/2022/1228	Erection of single storey rear and front extension. Front oak framed storm porch	Oak Cottage, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8PE

Appeals:

None at this time

APPENDIX D - Payments

Payee	Description	Date	Amount	Format	Status
Grasstex	Cuts to end June 2022	28/06/2022	1066.42	Online	PAID
Josh Flynn	Allotment grass	28/06/2022	50.00	Online	PAID
SCA	Payroll Fees	28/06/2022	54.00	Online	PAID
MULBERRY	AUDIT	10/6/2022	216.00	Online	PAID
OAKLEIGH	KISSING GATE	09/6/2022	275.00	ONLINE	PAID
Mulberry	New Clerk Training	13/07/2022	240.00	ONLINE	PAID
The Tree Associates	Moth treatment	16/08/2022	420.00	ONLINE	PAID
RBLI	Unknown Tommy statue	10/10/22	200.00	Online	PAID
H Taneborne	Leigh Jubilee Grant Invoices	28/06/22	246.17	CHEQUE	DUE
Grasstex	Final cuts	14/10/22	689.00	Online	DUE
Robin Worth	Gate expenses	1/10/22	TBC	TBC	DUE
SCA	Payroll fees	4/11/22	108.00	Online	DUE
Active Med Supplies	New pads and batteries for defib	1/11/22	340.14	Online	Not billed yet

APPENDIX F – Key dates

December date tbc

Finance meeting date tbc

2023 dates tbc