

DRAFT LEIGH PARISH COUNCIL MINUTES

MINUTES of the FULL COUNCIL MEETING of the LEIGH PARISH COUNCIL held on Monday 19th December 2022 at 7:00pm at The Pavilion, Leigh Recreation Ground.

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

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

Parishioners: 4

350. **Apologies for absence** Mr Mike Everett, MVDC Cllr Lesley Bushnell, SCC Cllr Helen Clack.

351. **The Minutes of the Full Council Meeting** held on Monday 17th October were approved and signed by Mrs Joanne Willoughby.

352. **Disclosure of Interests** and changes to Register of Interests to note. None noted at his time.

353. **Parishioners Questions** – None

354. **Crime Report** – Item not available at the time. Clerk will circulate once received.

355. **Clerk Report/Matters Arising** (Appendix B). Items to note were on the agenda.

356. **Community**

356.1. **Community Projects and Grants** – No applications currently.

356.2. **Community Activities**

356.2.1. It was agreed to add the Kings' Coronation to January agenda. The Parish Council will publicise and invite residents and groups via the usual means. The Parish Council will facilitate and assist the meeting but will not be responsible to organising the events.

356.2.1.1. **ACTION – confirm the date and circulate to all (LM)**

357. **Highways and Services**

357.1. **Highways**

357.1.1. Speed survey booked for Newdigate Road. Clerk is awaiting a date for the survey. This is usually a Spring activity.

357.2. **Flooding**

357.2.1. JW had noted that there had been vans in attendance at Smalls Hill Rd due to the recent wet weather. It was noted that SES had located a leak on the boundary near Smalls Hill Road. Regarding the October request for FOI for water survey report - Clerk asked for clarity. Once this has been received, she can submit.

357.3. **Transport**

357.3.1. Gatwick. No real update currently. There are meetings coming up. Both Gatwick and CAA have been working on incorrect flight information for at least a decade. The lobby groups felt that class action, could be taken by residents who had planned to live in the area but under misinformation. Pressure driven from all sides on changes to Route3 and 4. MF would update once he knew more.

358. **Amenities**

358.1. **Playground:**

358.1.1. Mole Valley about playground inspection. Clerk to check when this was happening.

358.1.2. Find out about about Rospa Training and circulate dates to Mr Brockwell and Cllr Tomkins.

358.2. **Allotments:**

358.2.1. LM to Update the website to reflect no vacancies. Rent was all in for the next year.

358.2.2. RW suggested adding a pond to assist drainage. He had had a quote from a local contractor for information only. For a Pond sited to the Left hand side, size 4x2x2m deep putting the spoils to the side it would cost in the region of £1200. Clerk will share the ground flooding documents to assist in siting. Councillors thanked RW for his time. They will consider the costs.

7:20pm MF arrived

358.3. **Green Spaces** – nothing in addition to note.

359. Planning

- 359.1. **Applications – Registrations, decisions, appeals** (Appendix C) - No comment on any listed.
- 359.2. **Other planning matters.** Local Plan has been paused in relation to the government white paper. PW will give an update when there is something more final. A resident had confidentially raised concerns regarding a neighbouring planning activity. PW to investigate. MF noted that the resident planning portal alert system is down.

360. Administration & Finance

- 360.1. **Payments** as listed in Appendix D were approved.
- 360.2. The bank statements were signed. **Income** was noted.
- 360.3. **Agreement of Precept levels for 2023-24.** At the finance meeting held in November it was agreed that the precept level would remain the same year on year for residents. There has been a small reduction in the number of households paying council tax so the actual precept received by the Parish Council would drop slightly while the cost to households remains the same.

360.3.1. ACTION – submit precept request form to Mole Valley by mid-January (LM)

360.4. Other administration and Finance points to note:

- 360.4.1. Co-Option of Councillor Brockwell. It was proposed that Mr Graham Brockwell be co-opted onto the council. He had submitted interest. Clerk asked the Councillors to declare a show of hands. **RESOLVED: All present agreed to co-opt Mr Brockwell.** Clerk will send through all the documents necessary and at the next Full Council meeting (in February) he will sign the Declaration of office book. The Council Chair welcomed him to the Council.

361. Upcoming Meetings and dates to note (Appendix F). The next Full Council meeting

362. Parishioner's Questions & Comments

- 362.1. Apple Press container. Resident was unhappy that it has been approved to be sited on the recreation ground. They felt it was already cluttered and congested. *Parishioners comments were noted.*
- 362.2. The King's coronation – is the parish council running this? *The PC will be facilitating but not leading. Possible to dedicate a January meeting to The King Coronation. This would be an in person meeting – provisionally suggested for Monday 16th January at 7:30pm. Clerk to check and publicise. It was felt that like other parishes it would be sensible to promote with residents rather than solely groups as residents may get more engaged.*

There being no other business to discuss the Chair wished everyone a merry Christmas and thanked everyone for attending and closed the meeting at 8.10pm.

APPENDIX ITEMS**APPENDIX A – PCSO crime report – outstanding****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)
Speed limit survey. Requested from Surrey Highways	LM	Awaiting date of survey
Obtain quotes for traffic calming options	LM	Obtained and Circulated
Order Pads and batteries AED	LM	To be inserted.
Submit claim for roof lead replacement on pavilion	LM	Submitted awaiting response.
Solar Farm application	LM	Completed. They are awaiting further information.
Clerk and Chair will go through documents and either shred, store or pass over to Surrey Archives for safekeeping.	LM	Outstanding
Finance committee for budget setting	ALL	Completed
Mailbox options e.g. Mole Valley, Post Office.	LM	In progress
Request an attendance from the PCSO in the future. Check and circulate when the next Rural Crime meeting is.	LM	Awaiting information
Request FOI from Thames Water from the last round of activity	LM	Outstanding. Need more information
Leigh post insert Jan/Feb	LM	Completed

APPENDIX C – Planning Applications (October 20th onwards)

<https://planning.agileapplications.co.uk/mole/search-applications/>

Applications:

Reference	Proposal	Location	Registration date	Decision date
MO/2022/189 3	Certificate of Lawfulness for a proposed development in respect of the installation	Old Oak Farm, Tapners Road, Leigh, Betchworth, Surrey, RH3 7AY	2022-11-10T00:00:00	
MO/2022/191 1	Tree works.	Land opposite The Plough Inn (PH), Church Road, Leigh, Reigate, Surrey, RH2 8NJ	2022-11-09T00:00:00	

Decisions:

Reference	Proposal	Location	Outcome	Decision date	
MO/2022/0039	Removal of mobile structures and demolition of an open	Westcoates, Clayhill Road, Leigh, Reigate,	Approved	2022-11-03T00:00:00	Discussed – no action

	shelter. Linked barn buil	Surrey, RH2 8PB			
MO/2022/0784	To demolish 6 No. wooden nursery green houses and concrete slab foundations and	Junes Blooms, Bunce Common Road, Leigh, Surrey	Refused	2022-10- 25T00:00:00	Discussed briefly – no comment
MO/2022/1492	Discharge of condition 3 of approved planning permission MO/2018/1014 for the er	Barn Cottage, Church Road, Leigh, Reigate, Surrey, RH2 8RF	Conditions approved	2022-11- 08T00:00:00	No comment
MO/2022/1594	Removal of hedges and erection of a 2 metre high brick wall on Clayhill Road bou	The Old School House, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8PE	Refused	2022-12- 01T00:00:00	No comment
MO/2022/1593	Removal of hedges and erection of a 2 metre high brick wall on Clayhill Road bou	The Old School House, Smalls Hill Road, Leigh, Reigate, Surrey, RH2 8PE	Refused	2022-12- 01T00:00:00	No comment
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	P A not required	2022-10- 21T00:00:00	No comment
MO/2022/1721	Prior notification for the erection of an agricultural building of 30.5 metres x	Tamworth Farm, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PY	P A Refused	2022-11- 08T00:00:00	No comment

Appeals:

None at this time

APPENDIX D – Payments

PAYEE	Description	Date paid	Amount	Format	Status
H Taneborne	Leigh Jubilee Grant Invoices	28/06/22	246.17	CHEQUE	OUTSTANDING
Householder	Allotment water 2 years	31 Oct 22	597.65	Online	Paid
SCC	Road survey	24Oct 22	180.00	Online	PAID
SCA	Payroll	24Oct 22	108.00	Online	PAID
Active Med supply	Defib batteries and pads	24 Oct 22	340.14	Online	PAID
Grasstex	Amenity grass cuts	24 Oct 22	689.00	Online	PAID
L Mann c/o	Finger post supplies	21 Oct 22	43.00	Online	PAID
R Worth c/o	Gate Parts	21 Oct 22	105.00	Online	PAID
RBLI	Tommy statue	10 Oct 22	200.00	Online	PAID
Natwest	Safe custody box	21 Nov 22	25.00	DD	PAID
Mulberry Co	Training	14 Nov 22	48.00	Online	PAID
HMRC	PAYE	14 Nov 22	44.56	Online	PAID
PKF	Audit	14 Nov 22	240.00	Online	PAID
Arrow Handi	Fingerpost repairs	2 Nov 22	367.00	Online	PAID
Grasstex	Cuts and leaves	26 Dec 22	1002.20	Online	DUE
PAYE	HMRC	22 Jan 22	TBC	Online	DUE

APPENDIX F – Key datesFull Council Meeting – Monday 20th February

Litterpick - TBC