

LEIGH PARISH COUNCIL MINUTES

MINUTES of the FULL COUNCIL MEETING of the LEIGH PARISH COUNCIL held on Monday 20th February 2022 at 7:30pm at The Pavilion, Leigh Recreation Ground.

Present Cllrs: Mr P Wilkinson (Vice Chair), Mr Mark Foulsham, Mr Graham Brockwell, Mr Ray Tomkins and Mr Mike Everett.

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

Parishioners: 4

363. **Apologies for absence** Cllr Joanne Willoughby and District Cllr Charles Engel.

364. **The Minutes of the Full Council Meeting** held on Monday 19th December were approved and signed by Paul Wilkinson.

365. **Disclosure of Interests** and changes to Register of Interests to note. None reported.

366. **Parishioners Questions**

366.1. Query regarding the late posting of the agenda. *Clerk apologised that there had been an issue with the server and she couldn't upload previously. It had been posted on the noticeboards last week and eventually uploaded onto the website the morning of the meeting.*

366.2. Query regarding the plans for the poor cover of hedging on the corner of Newdigate Road allotments and patches on the perimeter hedge on the recreation ground. *Councillors agreed that this should be addressed.*

366.2.1. ACTION: arrange appropriate hedging whips to be purchased and planted at the appropriate time (ME/LM)

366.3. Resident feels that the John Motion field hedgerow is over-grown, and the field is a mess. *The state of the hedging was acknowledged and will be addressed by the leases. It was explained that the Apple Press Group will be holding a tree pruning workshop in the near future and that the trees will be addressed then.*

366.3.1. ACTION – Request that the hedge is cut by the Lease holders (LM/PW).

366.4. Resident provided one of the electoral ID procedure posters to the clerk that they have received. *Clerk thanked them.*

367. **Crime report was shared as per Appendix A.** A resident raised that two bikes had been stolen in the early hours of the morning early Feb. These bikes had been stolen from their garage. The thieves then dumped the bikes (which were ID marked) and the police returned them to the owners. Police had informed them that this was the time of year when garages and shed get broken into and that residents should take extra care.

368. **Clerk Report/Matters Arising - Appendix B – specifically:**

368.1. The History Fund bench proposal and site location still to be decided.

368.2. In addition, the Carman Family bench proposal was noted and a site location could be identified at the same time.

368.2.1. ACTION – Cllrs Brockwell and Wilkinson will arrange and attend a site meeting to discuss the best location for the two proposed benches. Clerk will then inform the sponsors. (LM)

369. **Community**

369.1. **Community Projects and Grants for local groups.** Nothing new has been submitted.

369.2. **Grant funding opportunities for Parish Councils.** There were two areas of funding highlighted by County Councillor Clack. 1. A national lottery funding for Coronation celebrations and 2. Opening on 4th March a funding pot for traffic initiatives for projects from £10k upwards. The application process closes in May.

369.2.1. ACTION – explore opportunities and likely costs of scenarios to establish if Leigh can request something appropriate, robust and feasible (All).

369.3. **Community Activities – Coronation Committee report (MF/RT/GB)** It had been agreed by the Parish Council that a discretionary budget of £500 would be awarded to the group in the first instance. The focus for Leigh will be on both the Sunday and Monday events. Sunday – possibly being a 'big lunch' (plough/bbq/picnic) and Monday – focusing on the 'Big help out' theme (volunteering, visits/helping). Cllr Foulsham was keen to explore if this community volunteer day could become an annual thing.

- 369.4. District Cllr Bushnell shared that Mole Valley DC have made a small award to Ward celebrations. £400 per ward. £200 from the pot for Leigh celebrations. Councillors on the Coronation Celebration Committee will share with the group and think of what this could go towards.

370. Highways and Services

- 370.1. Highways** - The Newdigate Road road survey was not booked for the week commencing the 6th March. Once the clerk hears back she will inform the Parish Council.
- 370.2. Flooding** - no comments.
- 370.3. Transport** – Clerk had circulated a document from MVDC/SCC informing residents of a change in the parking enforcement locally. It would now be managed by SCC again.

371. Amenities

- 371.1. Playground** - There had not been a report received from MVDC regarding the playground report. Once that has been received a schedule of works will be outlines and completed. LM is still waiting for training opportunities for ROSPA.
- 371.1.1. ACTION – clerk to chase for report and then circulate. (LM)**
- 371.2. Allotments** – Nothing this month
- 371.3. Green Spaces** – The application to have the tree on the green trimmed as it was overhanging the bus shelter was refused by the tree officer at Mole Valley DC. Clerk will explore options with Tree Surgeons.
- 371.3.1. ACTION - Contact several tree surgeons regarding the possibility of a maintenance programme/retainer scheme rather than adhoc jobs. (LM)**

372. Planning

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

Comments as follows:

- 372.1.1. MO/2023/0173 – noted it was a huge extension to the property. No comment
- 372.1.2. MO/2023/0036 – Council raised concerns regarding being on Green Belt. Planning permission was granted for these barns not that long ago. It was felt this was totally out of character in the area. Huge houses 4-5. Sewage concerns remain. There are already opposition emails from neighbouring properties.
- 372.1.2.1. ACTION – submit concerns to MVDC regarding MO/2023/0036 (LM)**

372.2. Other planning matters:

- 372.2.1. Solar Farm application update.** There had been a large amount of information shared regarding the proposed site and effect. There had been many comments on the portal regarding it. Both for and against the proposal. The consultation had now closed.

373. Administration & Finance

- 373.1. Payments made were noted and approved (Appendix D)
- 373.2. Receipts on the bank statement were noted and approved
- 373.3. Other administration and Finance points. The Parish Council noted that the internal audit was now booked with Mulberry & Co in May. There would be both District and Parish Council elections this May. The clerk explained that there would be sharing of information circulated for anyone considering nominating themselves. Information and dates would be shared via the Leigh Parish Council website, noticeboards and e-Newsletters where appropriate. Safe Custody Box held at Natwest bank is now empty and closed. Clerk had the deeds that it contained.
- 373.4. Upcoming Meetings and dates to note and finalised (Appendix F)
- 373.5. To confirm ongoing meeting dates. As this year is an election year, certain meetings have to take place by certain times. These would need to be accommodated.
- 373.6. Leigh Flower show request

374. Parishioner's Questions & Comments – none at this time

As there was no other business, Cllr Wilkinson thanked everyone and closed the meeting at 8:37pm

APPENDIX ITEMS**APPENDIX A – PCSO crime report**Leigh Parish Council Meeting / Police Summary 13 Dec 21- 06 FEB 23

LEIGH	NA	CHILD PROTECTION INCIDENT
LEIGH	NA	DOMESTIC INCIDENTS OF WHICH THERE WERE X4
LEIGH	SMALLS HILL RD	GETTING PHONE CALLS NO ONE HAS EVER SPOKEN AND NO ONE IS THERE / LIKELY FAULTY CALLS COMING THROUGH TO LANDLINE NOT SCAM
LEIGH	CLAYHILL RD	LOOSE HORSE HAS BEEN TAKEN BACK TO SECURE FIELD BY OWNER
LEIGH	CLAYHILL RD	REPORT OF SUSPICIOUS ACTIVITY / ALL IN ORDER LORRY TRYING TO DELIVER TO FARM BUT IS TOO BIG TO ACCESS NOW HAVING TO TRANSFER LOAD ONTO SMALLER VAN
LEIGH	TAPNERS RD	ROAD TRAFFIC COLLISION NO INJURIES
LEIGH	FLANCHFORD RD	THEFT OF LAND ROVER
LEIGH	FLANCHFORD RD/CHURCH RD	TWO PEDAL CYCLES COME OFF A VEHICLE RECOVERED BY POLICE
LEIGH	FLANCHFORD RD	VEHICLE HAS CRASHED INTO DITCH NO INJURIES REPORTED
LEIGH	FLANCHFORD RD	VEHICLE HAS CRASHED ON THE BANK AND GOT STUCK

APPENDIX B –**Action points status**

Action point	Owner	Status at 14 th Feb
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	Booked in – for 6 th March
Order Pads and batteries AED	LM	To be inserted.
Submit claim for roof lead replacement on pavilion	LM	Still being processed
Solar Farm application	LM	Details circulated. Publicity closed.
Clerk and Chair will go through documents and either shred, store or pass over to Surrey Archives for safekeeping.	LM	Outstanding
Mailbox options e.g. Mole Valley, Post Office.	LM	All options Quite expensive.
Request FOI from Thames Water from the last round of activity	LM	Outstanding. Need more information
Leigh post insert March/April	LM	Completed 8/2/23

APPENDIX C – Planning Applications (December 15th onwards)

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

Reference	Description	Address	Registered Date	Status
MO/2023/0173	Prior notification for the erection of a single storey rear extension of 8.00 me	Cleavers, Clayhill Road, Leigh, Reigate, Surrey, RH2 8PB	07 Feb 2023	Open for comments
MO/2023/0036	Erection of 3 No. dwellings following demolition of existing barns.	Tamworth Farm, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PY	10 Jan 2023	Open for comments
MO/2022/1964	Erection of a two storey side extension and removal of existing garage and conse	Keepers Cottage, Mynthurst, Leigh, Reigate, Surrey, RH2 8QD	03 Jan 2023	Consultation expired 3/2/23. No decision yet
MO/2022/2128	Erection of a single storey side extension to Manor House, replacement of flat r	Shellwood Manor and The Coach House, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX	23 Dec 2022	Consultation expired 3.2.23

Appeals:

None at this time

APPENDIX D – Payments

PAYEE	Description	Date paid	Amount	Format	Status
NJ Fuller	Hedge cutting	13.02.23	288.00	Bank Tr	DUE
R Worth	Padlock for allotment	16.02.23	20.19	Bank Tr	PAID
L Mann	Toner cartridges and paper	23.01.23	72.70	Bank Tr	PAID
Island Webservices	Hosting	23.01.23	60.00	Bank Tr	PAID
Island Webservices	Domain name	16.02.23	36.00	Bank Tr	PAID
HMRC Contributions	PAYE contributions	24.01.23	203.39	Direct debit	PAID
HMRC Contributions	PAYE contributions	19.12.22	35.14	Bank Tr	PAID
HMRC contributions	PAYE contributions	19.12.22	14.30	Bank Tr	PAID
L Mann	Internet and phone (5 months)	5.1.23	75.00	Bank Tr	PAID
A Kinloch	Cable ties for poppies	29.12.22	40.21	Bank Tr	PAID
H Taneborne	Jubilee grant contributions	8.2.23	246.17	Cheque	PAID

APPENDIX F – Key dates

- **Litter pick – Saturday 11th March at 10 am**
- **Annual Parish Meeting (for electors) TBC**
- **Internal audit date May 5th 2023**
- **Local Election (District and Parish) date – May 4th**
- **Jubilee weekend May 6th to 8th**
- **Annual General Meeting for Leigh Parish Council – MONDAY May 15th (must be within 10 days of newly formed council**