

LEIGH PARISH COUNCIL MINUTES DRAFT

15th JANUARY 2024

	In attendance	Apologies	Absent
Cllr Joanne Willoughby (Chair)	X		
Cllr Paul Wilkinson	X		
Cllr Ray Tomkins	X		
Cllr Mark Foulsham		X	
Cllr Mike Everett		X	
Cllr Graham Brockwell		X	

Also in attendance: Laura Mann (Clerk) taking the minutes, Mr R Worth (Footpath Officer), and 2 members of the public. The meeting was chaired by Cllr Willoughby.

Item	Issue	Actions
470	To receive and accept apologies for absence. Cllr Graham Brockwell, Cllr Mark Foulsham, Cllr Mike Everett, MVDC Councillor Farrar-Astrop, MVDC Councillor Alcia Loach and SCC Cllr Helyn Clack.	
471	To receive any declarations of interest relevant to items on this agenda. None	
472	The Council resolved to unanimously agree the content of the minutes of the Parish Council Meeting dated 14th December 2023 and the Chair signed them.	
473	Grant Application: Mr A Riley (a recent applicant to the Leigh Community grant) was invited to introduce his proposal, outlining his request for funds to set up a Judo club in Leigh. The Councillors then asked about succession planning, market research, recruitment of members and staff and competition. Cllr Wilkinson explained a contribution would be likely in principle but that the Parish allocates a maximum annually and that it would not succeed that amount. <u>RESOLUTION: The Councillors agreed to discuss with the full council and notify them of the contribution by the end of the week (19th January).</u> The clerk would contact him by email with the necessary paperwork outlining the terms and agreement.	Clerk
474	<i>Parishioners Questions –</i> <ul style="list-style-type: none"> • <i>Resident raised concerns regarding the number of dog waste bags being left around the recreation ground. She requested an additional dog waste in.</i> ACTION: Investigate adding extra signage and enquire with MVDC regarding getting an additional dog waste bin. <ul style="list-style-type: none"> • <i>Resident enquired as to what is happening regarding Traffic calming measures particularly the Surrey Grant mentioned previously. The grant is still open and requires projects to be over £30K in scale. It was explained that the Council is not able to propose such a project currently.</i> 	Clerk
475	Crime Report (Appendix A/requested) The minor offences were read out. No action.	
476	Matters Arising. (Appendix B) Leigh Cricket Club event. It was noted that the Parish Councillors had approved a request for a private event at the Cricket Club pavilion. The decision was ratified. Action: Inform the CC of the decision.	PW

	Village Survey PW informed all that he was looking into potential software for the village survey proposed. He was having to look at other providers.	PW
477	Focus of meeting: Cil Traffic measures. The cost of the 3 village L shaped gates would cost around £6K. The installation costs were unknown yet. The clerk requested that the exact locations be proposed by the Council. LM had contacted local clerks to find out who they had used to install them. Once she knew she would circulate. Assuming the installation costs would not be excessive, the clerk suggested she enquire as to the costs of a Leigh sign for the green. This had been suggested at the original Cil meeting and could be a good option for appropriate funds.	PW? Clerk
478	Community No additional request for grants at this point.	
479	Highways and Services <u>Gatwick update</u> Nothing at present. <u>Highways</u> Parish Councillors agreed that a site meeting would be necessary for any buy in from Surrey Highways. It was noted from recent communication that any changes to current parking restrictions, signage or speeds would require consultation. This would mean a longer lead time of up to a year. <u>ACTION: arrange a site meeting with SCC Cllr Clack and Surrey Highways to outline concerns with specific points in the village. Areas of particular concern are the corner of Dawes Green, the straight outside the school and entry points into the village.</u>	LM/GB /RT
480	Amenities <u>Playground</u> The clerk had still to receive the report. MVDC did not automatically distribute them now. Once received LM will circulate. <u>Allotments</u> Nothing at this time. <u>Village Green</u> Nothing at this time.	LM
481	Planning (Appendix C) <u>Current Applications –</u> MO/2024/0039 – there had been a request to remove the oak tree from a garden in the conservation area by The Glebe. The previous tree had come down and they were concerned regarding this one also causing damage. No Action. MO/2023/1883 – the request appeared to be within the planning guidelines and as no concerns had been raised by neighbouring properties – No action. All the other applications were past their consultation dates and were as yet undecided. <u>Other planning matters:</u> It was noted that the Reigate and Banstead Local Plan (2019) was entering it's 5 year review. The existing plan does not need to change. It was felt that the proposal for an initial 280 homes in the South/South-West area of Reigate could have some impact on Leigh being closest to the Parish. There was a further 500 – 700 homes proposed in the future.	

482	Administration & Finance All Payments that had been made were noted and approved as per Appendix D Receipts on the bank statement were noted. Cllr Wilkinson signed the copy for file.	
483	Upcoming Meetings and dates to note (Appendix F) The following meeting dates were confirmed and noted: Full Council Meetings: Monday 26 th February, Monday 25 th March. The Litter pick: Saturday 10 th March	
484	Parishioners Questions and Comments A resident had noted that there were quite a few lorry tires in the ditch on Clayhall Road and Flanchford Road. <i>These would ideally be logged with MVDC via the portal so the local 'JET' team could collect.</i>	

To confirm, the date of the next Parish Council Meeting will be held on Monday 26th February 2024 at The Pavilion on Bunce Common Road at 7.30pm.

There being no further business, the meeting closed at 9 pm.

APPENDIX ITEMS

APPENDIX A – PCSO crime report

Leigh Parish Council Meeting / Police Summary 16th Oct 2023 – 15 Jan 2024

Public Order	Bunce Common Road	Road rage over parking issues.
Fraud	Shellwood Road	Phone call scam saying they were the police. After bank details. No loss. Advice given.
Public Order	Flanchford Road	Road rage after close overtaking shouting and use of horn.
Criminal Damage	Flanchford Road	Damage to school minibus.
Pets / Domesticated Animals	Tapners Road	Dog bite that drew blood.
Pets / Domesticated Animals	Shellwood Road	Spaniel seen attacking sheep. Chased off by local man.
Suspicious activity	Flanchford Road	Woman seen videoing people for no apparent reason. Logged.
Drink Driving	Church Road	Report of potential drink driver in vicinity. Attention Drawn for officers to be aware.

APPENDIX B –

Action points status

Action point	Owner	Status at 10 th December 2023
Traffic report	LM	Circulated
Playground Annual report	RT	Awaiting receipt
History Group bench	LM	GB liaising with AK
Land adoption	LM	Ongoing
Precept request form	LM/PW	Submitted to MVDC
FOI for Thames Water	LM	Outstanding
Log concerns with Surrey Highways regarding the state of the chevron signs.	LM	Submitted
Request the reduction of zig zag lines outside school and implementation of yellow lines around bend at Dawes Green	LM	To be Confirmed
Obtain quote for three gates plus installation	LM	In progress
Enquire as to Village survey software	LM/PW	Ongoing
Explore other bank accounts for greater return	LM	Ongoing

APPENDIX C – Planning Applications (December 15th onwards)

Reference	Description	Address	Status	Decision
MO/2024/0039 Citizen Portal Planning (agileapplications.co.uk)	Tree works.	1, The Glebe, Leigh, Reigate, Surrey, RH2 8NL	Registered 09 Jan 2024	Open
MO/2023/1883 Citizen Portal Planning - application details (agileapplications.co.uk)	Erection of first floor rear extension following demolition of existing front po	Dean Oak Cottage, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PX	Registered 18 Dec 2023	Open
MO/2023/1719 Citizen Portal Planning - application details (agileapplications.co.uk)	Erection of 3 No. dwellings following demolition of existing barns.	Tamworth Farm, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PY	2023-11-09	Undecided
MO/2023/1735	Erection of single storey side extension.	Hare House, Flanchford Road,	2023-11-20	Undecided

Citizen Portal Planning - application details (agileapplications.co.uk)		Leigh, Reigate, Surrey, RH2 8NW		
MO/2023/1747 Citizen Portal Planning - application details (agileapplications.co.uk)	Certificate of Lawfulness for the proposed development in respect of the erectio	Keepers Cottage, Mynthurst, Leigh, Reigate, Surrey, RH2 8QD	2023-12-04	Undecided
MO/2023/1828 Citizen Portal Planning - application details (agileapplications.co.uk)	Prior notification for the erection of a single storey rear extension of 8.00 me	Ashlehay, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ	2023-11-28	2024-01-03 Prior approval not required
MO/2023/1887 Citizen Portal Planning - application details (agileapplications.co.uk)	Certificate of Lawfulness for the proposed development in respect of the erection	The Bungalow, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ	2023-12-07	Undecided

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

Appeals: no update

**APPENDIX D
PAYMENTS Expenditure**

Date	Type	Description	Amount £
05-Jan-24	S/O	Salary	-437.2
04-Jan-24	DPC	Payroll services	-18
27-Dec-23	DPC	Expenses	-30
15-Dec-23	DPC	Website	-60
11-Dec-23	DPC	Traffic road survey	-540
11-Dec-23	DPC	Grass cutting	-1358.57

PAYMENTS Income:

Date	Type	Description	Amount £
29-Dec-23	INT	Interest	36.13
15-Dec-23	BAC	HMRC Vat	639.87

APPENDIX F – Key dates

LPC-20240115

Full Council meeting – Monday 26th February 2024

Full Council meeting – Monday 25th March 2024

The Litter pick - Saturday 10th March