

## LEIGH PARISH COUNCIL MINUTES

### 26<sup>th</sup> February 2024 DRAFT

	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) MVDC Cllr Farrar-Astrop and 14 members of the public. The meeting was chaired by Cllr Willoughby.

Item	Issue	Actions
486	<b>To receive and accept apologies for absence.</b> Cllr Graham Brockwell was unable to attend.	
487	<b>To receive any declarations of interest relevant to items on this agenda.</b> It was noted that Cllr Wilkinson is a member of the Ramblers Association (With relation to the consultation raised later in the agenda). It was also noted that Cllr Foulsham was still involved in the ongoing consultation regarding the aviation industry (with relation to any Gatwick items raised later).	
488	<b>The Council resolved to unanimously agree the content of the minutes of the Parish Council Meeting dated 15<sup>th</sup> January 2024 and the Chair signed them.</b>	
489	<b>Parishioners Questions</b> <i>Resident highlighted recent issues with flowing and sewage locally.</i> The chair asked them to wait for the agenda item. <i>Resident updated the Parish Council that the recent grant applicant has now received their license to practice Judo at the Village Hall.</i> The chair thanked them for the update.	
490	<b>Crime Report (Appendix A/requested)</b> Due to absence, the crime report was unavailable at the time of the meeting. This will be forwarded on once received.	Clerk
491	<b>Clerk Report/Matters Arising (Appendix B)</b> There had been an expression of Interest for Parish Councillor Vacancy from a resident, Mr Paul Metcalfe. The Chair had met with him and asked him to send on a bio for the application outlining his suitability for the role. All Councillors had read the application between meetings. Cllr Foulsham proposed that Mr Metcalfe be Co-opted onto the council, this was seconded by Councillor Wilkinson. <b><u>RESOLUTION: Mr Paul Metcalfe was co-opted onto Leigh Parish Council.</u></b>  <b>Portrait of the King request.</b> The clerk has submitted the application for the complimentary portrait of the King.	

	<p><b>Village Signage Quotes.</b> The Clerk had circulated the initial quotes for the ironwork village signage. The options were higher than the funds currently available (starting at £4.7K) and will require consideration.</p> <p><b>Village entrance gate installation.</b> The clerk had enquired with other parishes as to how they had installed their gates recently. It may require Surrey Highways involvement as they own the verges. An enquiry has gone in to them for advice as to how to move forward. This information will be shared once received.</p>	
492	<p><b>Focus of meeting: Flooding</b></p> <p>Cllr Willoughby: thanked all the residents who had attended specifically for the main topic of flooding. She recapped that there were historical issues in the area, around Dawes Green and Smallhill Road by the pumping station. Over the last few years, the Parish Council had submitted Freedom Of information requests to establish the extent at which tankers had attended the pumping station. It was known that the pumping station had been upgraded to the extent possible without changing the infrastructure. If nothing else, it was agreed that the enquiries had raised the profile of the issues at the time and subsequently there were sensors at the manholes installed to notify tankers to attend and remove the effluent water. It was understood that currently, Thames Water had no intention of replacing the system and it was cheaper for them to react rather than prevent. Cllr Foulsham: as a Dawes Green resident he had initiated contact with Thames Water to complain. They had responded by letter to reiterate there was an older system in place struggling under hydraulic overflow. Several residents highlighted their experiences with water, sewage and their communication with TW themselves. Cllr Foulsham recommended that the village needs to show unity to get themselves heard and some form of action be taken. It was accepted that there are several causes including road run off, field run off, blocked culverts (from both debris and tarmac), ditches not being maintained by landowners and ultimately issues with the pumping station infrastructure. Thames Water informed MF that not all the postcodes had notified them of issues. Without this notification, they would not be aware. There was concern that some noticed when contractors did attend, they only looked at specific drains, not the larger picture. There was general dismay and frustration from the lack of response from Thames Water when resident contacted them. The following action points were agreed:</p> <ul style="list-style-type: none"> <li>• A Leigh Drainage Committee be reinstated. This would be separate from the Parish Council but would have some Councillors on it. (MF/GB/RT) Volunteers would need recruiting.</li> <li>• A new email and WhatsApp group be set up to collate experiences, photos and videos from residents.</li> <li>• Contact Thames Water and Surrey Highways to arrange a site visit.</li> <li>• Push for a sewer clean for the system and request that all drains be checked that they are operational. If a traffic management plan is required to do this properly then it should be done.</li> <li>• Consider employing a private surveyor to understand the drainage issues better.</li> </ul>	

	<ul style="list-style-type: none"> <li>Engage with candidates campaigning for the local elections coming up, to get them on side and informed.</li> </ul> <p><b><u>ACTION: the Parish Council will help the group contact BERT at Brockham for advice. They have gone through this themselves and have extensive equipment (possibility of hiring to be explored?)</u></b></p> <p><b><u>Parish Council will encourage landowners to clear out their ditches and identify broken culverts.</u></b></p> <p><b><u>Once broken culverts are identified, Parish Council will lobby Surrey Highways to fix where theirs.</u></b></p> <p><b><u>Parish Council will encourage residents to continue to log complains individually with TW.</u></b></p> <p><b><u>Parish Council will help financially where appropriate.</u></b></p> <p><b><u>Parish Council will check for any pictorial drainage maps/ ditch maps that may exist.</u></b></p>	
493	<p><b>Community</b> Mole Valley Community Fund – a new charity has been set up to support community groups in the district and they contacted the Parish Council to ask them to help raise awareness by sharing their activity. This was agreed by the Parish Council.</p> <p><b>Grant applications</b> – no new applications</p> <p><b>Annual Parish Meeting.</b> The clerk asked for the Parish Council to share any speakers they might like to attend. The date was agreed for Monday 22<sup>nd</sup> April.</p> <p><b>ACTION: circulate invitations to Leigh community groups and organisations.</b></p>	Clerk
494	<p><b>Highways and Services</b> <b><u>Gatwick update</u></b> – Cllr Brockwell was absent. Clerk will continue to circulate correspondence and news to all councillors.</p> <p><b>Highways</b> - Pothole Update from SCC, Cllr Helyn Clack had circulated and update for the state of the potholes across the UK. It was highlighted that the arbitrary amount of funding for roads was given to councils based on mileage and does not consider the volume of car users. Surrey was the 2<sup>nd</sup> most populous outside of London in the UK.</p> <p><b>Fibre Broadband</b> – there was currently a campaign running by OpenReach to encourage residents of semi-rural communities to sign up to fibre broadband being installed in their areas. There is a minimum sign up of circa 100 to ensure that OpenReach can access enough of the government grant required to cover the cost to them for installation. Some residents had received leaflets but not all. The team had shared via facebook. There was a direct contact should the Parish Council want them to come to a future meeting.</p>	
495	<b>Amenities</b>	

	<p><b>Playground</b> – due to the importance of the topic since the receipt of the playground report, it was agreed that the playground would be the focus of the March meeting.</p> <p><b>Allotments</b> Nothing at this time.</p> <p><b>Green Spaces</b> – there is a Right of Way Improvement Plan currently being consulted on from Surrey County Council. The clerk will complete in on behalf of the Parish Council. The closing date was the 19<sup>th</sup> march. There is a separate form for residents which the clerk will circulate via website and facebook.</p>	Clerk
496	<p><b>Planning (Appendix C)</b> <u>Current Applications –</u> MO/2024/0248 – A screening opinion consultation regarding a solar panel farm. A map of the site and scale was shared of the proposed Solar Farm at Little Flanchford Farm. The applicant’s agent had been in contact with the Clerk, offering to attend a meeting to discuss the proposal. At present the Council has no comments to make. It was noted they had not been contacted by the farm site neighbour at this point.</p> <p><u>Other planning matters: None</u></p>	
497	<p><b>Administration &amp; Finance</b> The payments which had been made or were still outstanding were approved (Appendix D) Receipts on the bank statement were noted (circulated) The Quarter 1-3 Bank Reconciliation for 2023-24 was received and noted (Appendix E)</p>	
498	<p><b>Upcoming Meetings and dates to note (Appendix F)</b> The following meeting dates were confirmed:</p> <ul style="list-style-type: none"> <li>• Full Council Meetings: Monday 25<sup>th</sup> March.</li> <li>• The Litter pick: Saturday 9<sup>th</sup> March</li> <li>• Parish Annual Meeting: Monday 22<sup>nd</sup> April</li> <li>• AGM Monday 27<sup>th</sup> May</li> </ul> <p>The following live consultations were noted:</p> <ul style="list-style-type: none"> <li>• SCC Rights of Way consultation <a href="https://www.surreysays.co.uk/environment-and-infrastructure/rowip-public/">https://www.surreysays.co.uk/environment-and-infrastructure/rowip-public/</a></li> <li>• Surrey Road Safe Vision Zero Public Consultation Have Your Say Today - Vision Zero Surrey - Commonplace</li> <li>• Martyn’s Law Consultation Martyn's Law: standard tier consultation - GOV.UK</li> </ul>	
499	<p><b>Parishioners Questions and Comments</b> None.</p>	

To confirm, the date of the next Parish Council Meeting will be held on Monday 25<sup>th</sup> March 2024 at The Pavilion on Bunce Common Road at 7.30pm.

There being no further business, the meeting closed at 9.30 pm.

#### **APPENDIX A – PCSO crime report**

*Requested*

#### **APPENDIX B – Action points status**

<b>Action point</b>	<b>Owner</b>	<b>Status 22<sup>nd</sup> February 2024</b>
Contact signage makers for quotes for village sign	LM	Circulated
Playground Annual report	RT	Received. Work to be decided
History Group bench	LM	GB liaising with AK
Land adoption	LM	Ongoing
Log concerns with Surrey Highways regarding the state of the chevron signs.	LM	Actioned
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	Gate quotes received. Installation still being explored.
Enquire as to Village survey software	LM/PW	Ongoing
Explore other bank accounts for greater return	LM	Ongoing

#### **APPENDIX C – Planning Applications (January 20<sup>th</sup> onwards)**

<b>Reference</b>	<b>Description</b>	<b>Address</b>	<b>Status</b>	<b>Decision</b>
MO/2023/1719 <a href="#">Citizen Portal Planning - application details (agileapplications.co.uk)</a>	Erection of 3 No. dwellings following demolition of existing barns.	Tamworth Farm, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PY	09-Nov	
MO/2023/1735 <a href="#">Citizen Portal Planning - application details (agileapplications.co.uk)</a>	Erection of single storey side extension.	Hare House, Flanchford Road, Leigh, Reigate, Surrey, RH2 8NW	19-Jan	

MO/2023/1747	Certificate of Lawfulness for the proposed development in respect of the erection of a single storey rear extension following demolition of existing conservatory.	Keepers Cottage, Mynthurst, Leigh, Reigate, Surrey, RH2 8QD	04-Dec	25-Jan APPROVED
MO/2023/1887 <a href="#">Citizen Portal Planning - application details (agileapplications.co.uk)</a>	Certificate of Lawfulness for the proposed development in respect of the erection of an outbuilding.	The Bungalow, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ	07-Dec	31-Jan APPROVED
MO/2023/1883 <a href="#">Citizen Portal Planning - application details (agileapplications.co.uk)</a>	Erection of first floor rear extension following demolition of existing front porch and side extension.	Dean Oak Cottage, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PX	18-Dec	21-Feb APPROVED WITH CONDITION
MO/2024/0039 <a href="#">Citizen Portal Planning - application details (agileapplications.co.uk)</a>	Tree works.	1, The Glebe, Leigh, Reigate, Surrey, RH2 8NL	09-Jan	
MO/2024/0055 <a href="#">Citizen Portal Planning - application details (agileapplications.co.uk)</a>	Certificate of Lawfulness for the proposed development in respect of the erection of a garden outbuilding.	Corner Cottage, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ	26-Jan	
MO/2024/0080 <a href="#">Citizen Portal Planning - application details (agileapplications.co.uk)</a>	Erection of side extensions, single storey rear extension, hip to gable roof ext	Ashlehay, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ	18-Jan	
MO/2024/0121 <a href="#">Citizen Portal Planning - application details (agileapplications.co.uk)</a>	Discharge of Condition 3 of approved planning application MO/2022/2128 for the erection of a single storey side extension	Shellwood Manor and The Coach House, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX	29-Jan	

	to Manor House, replacement of flat roof dormers with pitch roof dormers, insertion of french doors with sidelights to side elevation, insertion of french doors to rear elevation and removal of existing door to Coach House.			
MO/2024/0248 <a href="#">Citizen Portal Planning - application details (agileapplications.co.uk)</a>	Screening opinion pursuant to the Town and Country Planning (Environmental Impact Assessment) Regulations (2017) ("the EIA Regulations") for a proposed solar energy scheme.	Little Flanchford Farm, Flanchford Road, Leigh, Reigate, Surrey, RH2 8RD	09-Feb	

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

Appeals: no update

#### APPENDIX D

#### PAYMENTS

##### Expenditure

Date	Type	Description	Paid in	Paid out
05-Feb-24	Bank Transfer	Salary		-£437.20
05-Feb-24	Bank Transfer	Community Grant		-£2,000.00
25-Jan-24	Bank Transfer	Employee HMRC		-£248.60

##### PAYMENTS Income:

Date	Type	Description	Paid in	Paid out
31-Jan-24		Interest	£41.16	

**APPENDIX E – BANK Reconciliation Q1-3 2023-24**

<b>Leigh Parish Council Bank Reconciliation</b>					
Q1,2023-4		Q2, 2023-4		Q3,2023-24	
Balance as at 1st April 2023	35,156	Balance as at 1st July 2023	38,811	Balance as at 1st October 2023	45,933
Plus receipts	9,645	Plus receipts	9,449	Plus receipts	998
less payments	5,990	less payments	2,327	less payments	9,749
Balance as at 30th June 2023	38,811	Balance as at 30th September, 2023	45,933	Balance as at 31st Dec 2023	37,182
<i>Made up of</i>		<i>Made up of</i>		<i>Made up of</i>	
Current Account Balance	7,634	Current Account Balance	14,648	Current Account Balance	5,784
Plus Reserve Account	31,177	Plus Reserve Account	31,285	Plus Reserve Account	31,398
	38,811		45,933		37,183
Less unrepresented Cheques		Less unrepresented Cheques		Less unrepresented Cheques	
Balance as at 30th June 2023	38,811	Balance as at 30th September, 2023	45,933	Balance as at 31st December, 2023	37,183

**APPENDIX F – Key dates**

Leigh Community Litter pick – Saturday 9<sup>th</sup> March

Full Council meeting – Monday 25<sup>th</sup> March 2024

Full Council meeting – Monday 22<sup>nd</sup> April 2024

Annual General Meeting – TBC

Annual Parish Meeting - TBC

**Open Consultations:**

SCC Rights of Way consultation <https://www.surreysays.co.uk/environment-and-infrastructure/rowip-public/>

Surrey Road Safe Vision Zero Public Consultation [Have Your Say Today - Vision Zero Surrey - Commonplace](#)

Martyn's Law Consultation [Martyn's Law: standard tier consultation - GOV.UK \(www.gov.uk\)](#).