

LEIGH PARISH COUNCIL MINUTES DRAFT

25th March 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) MVDC Cllr Farrar-Astrop, SCC Cabinet Member Marisa Heath and 10 members of the public. The meeting was chaired by Cllr Willoughby.

Cllr Willoughby welcomed the new members of the public to the meeting and outlined the structure and format of the meeting.

Item	Issue	Actions
500	To receive and accept apologies for absence. SCC Helyn Clack had given her apologies.	
501	To receive any declarations of interest relevant to items on this agenda. It was noted that Cllr Foulsham was still involved in the CAA Panel, and this was likely to finish in May. Therefore he would not be commenting on anything Gatwick related. No other DOIs raised.	
502	The Council resolved to unanimously agree the content of the minutes of the Parish Council Meeting dated 26th February 2024 and the Chair signed them.	
503	Co-option of Paul Metcalfe to the council. Mr Paul Metcalfe signed the Acceptance of Office book. This was then countersigned by Clerk.	
504	<p>Parishioners Questions</p> <p><i>The Speedwatch coordinator has left due to relocating, and it is not taking place currently. The resident asked the PC for assistance in getting volunteers. Should there not be any forthcoming the group will close, and the kit needs to go back to the police. The PC will assist and advertise for volunteers and look into possible locations to store the equipment.</i></p> <p><i>Perimeter grass needs to be cut as it is getting too long encouraging dog waste. PC will ask the contractor to cut asap.</i></p> <p><i>There is still the 30mph sign on the village green. The PC will log it on the portal to get it put back in place.</i></p> <p><i>There are considerable size potholes on Tapners road. The PC will log on the portal.</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
505	Crime Report (Appendix A/requested) Due to absence, the crime report was unavailable at the time of the meeting. This will be forwarded on once received.	Clerk
506	Clerk Report/Matters Arising (Appendix B)	

	<p>The Parish Council officially approved the request by the LDCGS to open the fence line from the car park field and the recreation ground for their show in July. Assuming all risk assessments are carried out and the gap be made good after the show there were no concerns. The clerk will inform the secretary.</p>	Clerk
	<p>There has been a suggestion for a new dog waste bin to be sited on the corner of the recreation ground to encourage dog walkers to put their bags in the bin. Unfortunately, MVDC had refused to add a new bin. The Parish Council will investigate other options. The parish council had also actioned the request from a resident to put a couple of slabs by the dog waste bin on the village green. RW had kindly installed this.</p>	Clerk
	<p>Repeat request regarding the Solar Panel farm agent to talk to the Parish Council. The clerk will put them in contact with Cllr Wilkinson for a potential site meeting.</p>	Clerk/ PW
507	<p>Flooding:</p> <p>Leigh Drainage committee: MF has update regular dialogue with TW. Confirmation they are happy to send a representative to Leigh. Group chat with community group for a site visit date.</p> <p>Customer representative has been proposed. This doesn't sound like a person with engineering knowledge. Meeting proposal:</p> <ul style="list-style-type: none"> • Meeting with Thames water • Sewage is just a symptom of poor drainage. General view is that the highways drainage is ineffective affecting the sewer. <p>RT has contacted Surrey highways. No response from initial response. RT sent through all the diagrams. New response resulted in nothing yet. Previous solution is temporary. Needs ongoing maintenance, hot spots and finally investment (capital planning). No progress on clearing ditches etc.</p> <p>Residents: Typically, no real rain recently! The resident thanked the Parish Councillors for the recent collaborative effort. The contact details for the group were shared.</p> <p>SCC Marisa Heath from SCC Environmental was invited to speak: Regarding Thames Water there was a £60bn capital investment planned. All down to prioritisation. OFWAT was responsible not SCC. SCC have no statutory duty but they feel it needs to be actioned. They have created a Utility task group. Even SCC have found it very hard to get responses from TW. Recently there has been success in Horley. This is now resulting in expedited works. SES action. Use of land etc. Money is coming from the utility firms although they are not in a good place. Cabinet members role is to get the county higher on the list. Ideally they need sustainable Drainage systems. Surrey CC have increased the money for gully cleaning etc. 'Water' is incredibly important. It was noted that Storm Henk compensation is available. The Chair thanked everyone for their collaborative approach.</p>	
508	<p>Focus of the meeting: Playground</p>	

	<p>Due to the repeat of the focus on Flooding, the Playground was pushed back to another meeting. The clerk did raise that the Bridge onto the playground needed attention. She will investigate the cost of 6 sleepers required to replace it.</p> <p>The lowest part of the playground naturally floods and would lend itself to being a pond again. This would require considerable thought as it would require fencing for safety reasons. Long term it could help with draining the water from surrounding points.</p>	Clerk
509	<p>Community Grant applications - none</p>	
510	<p>Highways and Services Roads/Highways Cllr Foulsham thanked SCC Cllr Clack regarding the bollards on the corner of Tapners road. She had organised a full replacement. Traffic surveys. It was noted that the Council have spent money on the surveys on the traffic surveys but there had been no further movement or action. PW asked that the clerk request a site visit from Surrey Highways to find out what options there were available and next steps. Village Gateways. Despite contacting Surrey Highways for advice on getting the approved village gateways installed the clerk was struggling to get any response. Cllr Heath recommended the clerk involve Cllr Clack. It was noted it can take anything from 6 to 18 months for installation.</p> <p>Gatwick Update – no update</p> <p>Flooding Update – covered earlier.</p>	Clerk Clerk
511	<p>Amenities Playground – nothing additional</p> <p>Allotments Nothing at this time.</p> <p>Green Spaces Nothing additional</p>	
512	<p>Planning (Appendix C) Current Applications – MO/2024/0367 – affects Clarions land. Perfectly acceptable, no complaints and no grounds for objection MO/2024/0273 – looks like it is going into a garage. Recommends no objection.</p> <p>Other planning matters: Arrange solar power site visit dates.</p>	Clerk/PW
513	<p>Administration & Finance The Parish Council approved payments made or outstanding (Appendix D) The Parish Council noted the receipts on the bank statement (circulated) The Parish Council considered its existing contracts: Grass cutting, hedge-cutting, trees work and Insurance.</p>	

	RESOLUTION Leigh Parish Council will continue with the existing contractors for 2024-25.	
514	<p>Upcoming Meetings and dates to note (Appendix F)</p> <p>The Chair thanked all the litter pickers at the last meeting. There had been a huge haul again!</p> <p>The Parish Council noted and approved the upcoming dates and the current live Consultation dates as per appendix F.</p> <p>The clerk had sent out invitations to the groups for the Annual Parish Meeting on Monday 22nd April.</p>	
515	<p>Parishioners Questions and Comments</p> <p><i>Resident had dug out the ditch by the stile and gate around the recreation ground.</i></p> <p>The Parish Council thanked her and asked that she inform the Parish Council in future for it to be actioned by the parish council.</p> <p><i>Resident was frustrated with the dog waste bin: Mole valley don't do this anymore, do not collect the bins.</i></p> <p>Cllr Jo Farrar- Astrop will investigate the possibility to have a green bin installed on the recreation ground. The Parish Council would be very grateful for this if possible.</p>	

To confirm, the date of the next Parish Council Meeting will be held on Monday 22nd April 2024 at The Pavilion on Bunce Common Road at 7.30pm.

There being no further business, the meeting closed at 20:50pm.

APPENDIX A – PCSO crime report

Requested

APPENDIX B –

Action points status

Action point	Owner	Status 21st March 2024
Playground Annual report	RT	Outstanding actions
Land adoption	LM	Ongoing
Log concerns with Surrey Highways regarding the state of the chevron signs and bollards	LM	Actioned MF
Request the reduction of zig zag lines outside school and implementation of yellow lines around bend at Dawes Green	LM	Ongoing
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
Reform Leigh Drainage Committee	RT/MF	Actioned

APPENDIX C – Planning Applications (February 21st onwards)

Reference	Proposal	Location	Registration date	Decision date
MO/2024/0367	Creation of a vehicle crossover	21, The Glebe, Leigh, Reigate, Surrey, RH2 8NL	2024-03-18	
MO/2024/0273	Extension of detached garage to form a small link towards the host dwelling house	The Bungalow, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ	2024-02-20	
MO/2024/0248	Screening opinion pursuant to the Town and Country Planning (Environmental Impact	Little Flanchford Farm, Flanchford Road, Leigh, Reigate, Surrey, RH2 8RD	2024-02-09	2024-03-12 ENVIRONMENTAL IMPACT ASSESSMENT - NOT REQUIRED
MO/2024/0121	Discharge of Condition 3 of approved planning application MO/2022/2128	Shellwood Manor and The Coach House, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX	2024-01-29T00:00:00	2024-02-28 CONDITIONS APPROVED
MO/2024/0055	Certificate of Lawfulness for the proposed development in respect of the erection of garden building.	Corner Cottage, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ	2024-01-26T00:00:00	2024-03-21 REFUSED
MO/2023/1735	Erection of single storey side extension.	Hare House, Flanchford Road, Leigh, Reigate, Surrey, RH2 8NW	2024-01-19T00:00:00	2024-02-23 REFUSED
MO/2024/0080	Erection of side extensions, single storey rear extension, hip to gable roof extension.	Ashlehay, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ	2024-01-17T00:00:00	2024-03-12 WITHDRAWN
MO/2024/0039	Tree works.	1, The Glebe, Leigh, Reigate, Surrey, RH2 8NL	2024-01-09T00:00:00	

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

Appeals: no update

APPENDIX D**PAYMENTS****Expenditure**

Date	Type	Description	Paid out
05-Mar-24	S/O	Salary	-437.2
05-Mar-24	DPC	Hedges	-302.4
01-Mar-24	DPC	Footpath officer expenses	-42.54

PAYMENTS Income:

Date	Type	Description	Amount received
29-Feb-24	INT	Interest received	36.22

APPENDIX E – BANK Reconciliation Q1-3 2023-24

Leigh Parish Council Bank Reconciliation					
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

Annual Parish Meeting – Monday 22nd April 2024

Local election polling day – Thursday 2nd May 2024

Annual General Meeting – **Monday 20th May 2024**

Open Consultations:

SCC Parish & Town Council Community Emergency & Resilience Survey – for 19th April 2024.

SCC Parish & Town Council Biodiversity Survey – for 19th May 2024.

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 \(www.gov.uk\)](#)