

# **LEIGH PARISH COUNCIL**

# **A G E N D A**

Members of Leigh Parish Council are summoned to attend the Full Council meeting to be held on Monday 22nd July 2024 at 7:30pm at The Pavilion, Bunce Common Road, Leigh.

Signed: Laura Mann, Clerk to Leigh Parish Council, 16<sup>th</sup> July 2024

Meeting Chair: Cllr J Willoughby

1. **Apologies for absence**
2. **To confirm Minutes of the Annual General Meeting held on Monday 24<sup>th</sup> June 2024.**
3. **Disclosure of Interests if any and any changes to Register of Interests.**
4. **Parishioners Questions**
5. **Crime Report.** *PCSO Attending*
6. **Focus of meeting: Solar Farm Development.** *Representatives are attending.*
7. **Status of Action Points where not covered** (Appendix B)
8. **Community**
9. **Highways and Services**
  - 9.1. Roads/Highways
  - 9.2. Gatwick Update
  - 9.3. Drainage Update
10. **Amenities**
  - 10.1. Playground
  - 10.2. Green spaces
  - 10.3. Allotments
11. **Planning**
  - 11.1. To note current Applications (Appendix C)
  - 11.2. Any Other planning matters
12. **Administration & Finance** (Appendix D)
  - 12.1. To approve payments made or outstanding
  - 12.2. To note latest bank statement and Bank reconciliation for Q1, 2024-25
13. **Upcoming Meetings and dates** to note (Appendix E, F)
  - 13.1. To confirm ongoing meeting dates
  - 13.2. Live Consultation dates
14. **Parishioner's Questions & Comments** – 10 minutes  
*(Each speaker has a time limit of 3 minutes with no questions or comments from the floor during the meeting except by express invitation of the Chairman. Total time allotted is 10 minutes.)*

LEIGH PARISH COUNCIL MEETING – 22<sup>nd</sup> JULY 2024 AT 7:30PM AT THE PAVILION, LEIGH RECREATION GROUND, BUNCE COMMON ROAD.

**APPENDIX A – PCSO crime report Requested**

**APPENDIX B – Action points status**

| Action Point  | Owner | Date started | People involved | Update                            | Agenda item | Closed |
|---|-------|--------------|-----------------|-----------------------------------|-------------|--------|
| Request additional bin for Newdugate Rd gate on the recreation ground FOR DOGS.           | LM    | 22/06/2024   | Clr FA          |                                   |             |        |
| Contact contractor for recreation ground cuts to be bigger                                | LM    | 22/06/2024   | LM/ME           | Requested - not done              | N           | N      |
| Organise banner for Leigh Show?   | JW/LM | 01/07/2024   | LM              | Complete                          | N           | Y      |
| Publicise Focused meeting on Solar Panel Proposal for July meeting                        | LM    | 15/07/2024   | LM              | Complete                          | Y           | Y      |
| Write letter to North Down School regarding parents parking and new starters in September | LM    | 01/07/2024   | LM              | Prepared                          | N           | N      |
| Chase SH for site meeting for traffic calming   | PW/LM | 01/01/2024   | SH/HC/LPC       | Chased with HC                    | Y           | N      |
| Arrange Police presence at September/October meeting                                      | LM    | 26/06/2024   |                 | Requested attendance 26/06        |             |        |
| Adopt new Financial Regulations   | LM    | 26/06/2024   | All             | ASAP                              | Y           | N      |
| Playground annual Report  | RT    | 01/11/2023   | RT/GB           | Outstanding medium                | Y           | N      |
| Community resilience plan adoption  | LM    | 28/05/2024   | PW              | To be agreed in July              | N           | N      |
| Meeting with Surrey Highways re drainage  | RT    |              | RT              |                                   | Y           | N      |
| Meeting with Thames Water re drainage   | MF    |              | MF              | 1st meeting with rep achieved     | Y           | N      |
| Allotment Tap replacement   | GB    | 29/05/2024   | GB/RW/LM        | Graham investigating. Mr Legg c   | Y           | N      |
| Chevrons on Dawes Green bed   | MF    | 01/05/2024   | MF and Hclack   | Awaiting works                    | Y           | N      |
| Request plot at Leigh Flower show   | LM    | 28/05/2024   | PW              | Paid for                          | N           | Y      |
| Meeting with Solar Panel Agents   | PW    | 29/05/2024   | PW/RT           | Wed 29th May. Update at June n    | Y           |        |
| New dog wate bin installation site  | LM    |              | Clr FA          | Has been installed at layby inste | N           | Y      |
| Explore other banks for greater return ie Unity   | LM    | 01/04/2024   | LM              | Outstanding                       | N           | N      |
| Installation of village gates   | LM    |              | Hclack, SH LM   | Awaiting response from SH         | N           | N      |
| Land adoption for layby   | LM    |              | LM and Hedleys  |                                   | N           | N      |

**APPENDIX C – Planning Applications (June 25th onwards)**

Where applications come in between issue of the agenda and the meeting, these will be added

| Reference    | Proposal   | Location   | Registration date   | Decision date       |
|--------------|--|--|---------------------|---------------------|
| MO/2024/1004 | Erection of a stable block, agricultural building, sand school, new access drive | Land at Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX        | 2024-07-03T00:00:00 |                     |
| MO/2024/0887 | Conversion of attached garage to habitable accommodation.                        | Beltane, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ        | 2024-06-05T00:00:00 |                     |
| MO/2024/0877 | Certificate of Lawfulness for the proposed development in respect of the convers | The Bungalow, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ   | 2024-06-04T00:00:00 |                     |
| MO/2024/0398 | Installation of driveway with dropped kerb.                                      | 14, The Glebe, Leigh, Reigate, Surrey, RH2 8NL                 | 2024-05-30T00:00:00 |                     |
| MO/2024/0367 | Creation of a vehicle crossover, installation of dropped kerb, removal of the fr | 21, The Glebe, Leigh, Reigate, Surrey, RH2 8NL                 | 2024-05-07T00:00:00 |                     |
| MO/2024/1004 | Erection of a stable block, agricultural building, sand school, new access drive | Land at Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX        | 2024-07-03T00:00:00 |                     |
| MO/2024/0887 | Conversion of attached garage to habitable accommodation.                        | Beltane, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ        | 2024-06-05T00:00:00 |                     |
| MO/2024/0494 | Certificate of Lawfulness for a proposed development in respect of the construct | Corner Cottage, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PZ | 2024-04-08T00:00:00 | 2024-07-08T00:00:00 |

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RECREATION GROUND, BUNCE COMMON ROAD.

**Current Appeals:**

| Reference    | Proposal   | Location   | Registration date | Appeal Decision |
|--------------|--|--|-------------------|-----------------|
| MO/2024/0450 | Prior notification for the erection of a single storey rear extension 8 metres deep. | Cleavers, Clayhill Road, Leigh, Reigate, Surrey, RH2 8PB | 11-Jul-2024       |                 |

**APPENDIX D**

**Reserve Account transaction**

| Date      | Type | Description        | Value | Balance  | Account Name       |
|-----------|------|--------------------|-------|----------|--------------------|
| 28-Jun-24 | INT  | 28JUN GRS Interest | 40.7  | 36630.97 | SLA LEIGH PARISH C |

**Current Account transaction**

| Date      | Type | Description                                      | Value  | Balance | Account Name             |
|-----------|------|--|--------|---------|--------------------------|
| 12-Jul-24 | DPC  | Banner for show                                  | -53.48 | 1845.05 | SLA LEIGH PARISH CURRENT |
| 12-Jul-24 | DPC  | Grass contractor incorrect bank details          | -300   | 1898.53 | SLA LEIGH PARISH CURRENT |
| 12-Jul-24 | DPC  | Grass contractor correct bank                    | -300   | 2198.53 | SLA LEIGH PARISH CURRENT |
| 12-Jul-24 | BAC  | Grass contractor incorrect bank details returned | 300    | 2498.53 | SLA LEIGH PARISH CURRENT |
| 05-Jul-24 | D/D  | ICO Subscription Direct debit                    | -35    | 2198.53 | SLA LEIGH PARISH CURRENT |
| 05-Jul-24 | S/O  | CLERK SALARY                                     | -437.2 | 2233.53 | SLA LEIGH PARISH CURRENT |
| 04-Jul-24 | DPC  | PRINTER CARTRIDGES                               | -39.99 | 2670.73 | SLA LEIGH PARISH CURRENT |
| 20-Jun-24 | DPC  | LDCGS pitch for Leigh Show                       | -55    | 2710.72 | SLA LEIGH PARISH CURRENT |
| 20-Jun-24 | DPC  | Mulberry LA serviceInternal Audit                | -253.5 | 2765.72 | SLA LEIGH PARISH CURRENT |

**Bank Reconciled Q1 2024-25**

| <b>Leigh Parish Council Bank Reconciliation</b> |        |
|---|--------|
| Q1,2024-25                                      |        |
| Balance as at 1st April 2024                    | 33,215 |
| Plus receipts                                   | 15,540 |
| less payments                                   | 9,413  |
| Balance as at 30th June 2024                    | 39,342 |
| <i>Made up of</i>                               |        |
| Current Account Balance                         | 2,711  |

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|                              |        |
|------------------------------|--------|
| Plus Reserve Account         | 36,631 |
|                              | <hr/>  |
|                              | 39,342 |
|                              | <hr/>  |
| Less unrepresented Cheques   |        |
|                              |        |
|                              |        |
|                              |        |
| Balance as at 30th June 2024 | 39,342 |
|                              | <hr/>  |

**APPENDIX E – Key dates**

Please note there is no meeting in August

Leigh Parish Full Council Meeting – Monday 23<sup>rd</sup> September 2024

**APPENDIX F – Open Consultations:**

None