

LEIGH PARISH COUNCIL- FULL COUNCIL MEETING MINUTES

16th December 2024 DRAFT

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

Also in attendance: Laura Mann (Clerk) taking the minutes, MVDC Cllr Kirstie Harvard, Mr Robin Worth (Footpath Officer) and 4 members of the public. The meeting was chaired by Cllr Wilkinson (Vice Chair).

Item	Issue	Action
	Cllr Willoughby welcomed everyone.	
596	To receive and accept apologies for absence.	
	Apologies were noted and accepted from Cllr Everitt. SCC Cllr Helyn Clack, MVDC Cllrs Van Den Bogerd and Farrar-Astrop had also sent their apologies.	
597	To confirm the Minutes of the Full Council Meeting held on Monday 25th November 2024	
	The Council resolved to unanimously agree the content of the minutes of the Parish Council Meeting dated Monday 25 th November 2024, and PW signed them.	
598	Declarations of Interest.	
	No new items declared.	
599	Crime Report (Appendix A)	
	Cllr Wilkinson ran through the crime report as attached. No comments.	LM
600	Parishioners Questions	
	Resident highlighted that the Road signs at Clayhill Road and Newdigate Road were still missing. It was also noted that the Flanchford Road sign had faded and that one of the Harrington Rd signs was also missing. <i>All had been logged at least once on the relevant portal. Cllr Harvard offered to chase Molevalley DC.</i>	LM
	On a more positive note, it was noted Surrey Highways have cleared the area opposite the drop off area at North Downs School. It has been cleared and 4 bollards have been added.	
601	Status of Action Points where not covered (Appendix B)	
	Most outstanding actions with updates were included on the agenda. The following were raised: <u>Traffic calming in Leigh.</u> Despite requests from the clerk to Surrey Highways, there has been little engagement. PW recapped on the efforts of the Parish Council including two traffic surveys. ACTION: Chase SH for a site meeting for traffic opportunities. Kirstie Harvard is also going to push this forward.	LM

	<p>It was noted that the leak on village Green LHS in front of Priests House has now been investigate with GB/PW. They have identified that the drain is broken, likely collapsed. In heavy rain it is permanently soaked.</p> <p>ACTION: Log with Surrey Highways to investigate via Fix my street portal.</p>	LM
602	Community	
	<p><u>Community Grant Applications</u> On behalf of the Apple Press Group, Ms Kinloch thanked the PC for the funds granted to complete the work at Motion Orchard. The work has yet to take place but once it has been agreed they will let the Parish Council know.</p> <p>The sales of Leigh History Book will be going to be put towards a bench on the Glebe. Due to difficulty getting hold of people at Clarion, the group have decided it might be a good idea to put a bench in Motions Orchard. They will look into the logistics and feed back to the PC.</p>	
603	Highways	
	<p>Roads/Highways RT offered to contact Surrey Highways about the regular flooding on Bunce Common Rd. It was now affecting most residents. To date there has been lots of evidence provided in the form of footage and pictures.</p> <p>Gatwick Update – no update.</p> <p>Drainage Update – no real progress update. ME shared that Thames Waters response to his last request for a site visit had resulted in their offer to send a customer relations representative. This was not going to be productive as they are not technicians or engineers. In addition, ME shared that the local MP Cochlan has recommended that the Environmental Agency now be involved. They will contact them directly to identify why Leigh Brook is so polluted.</p>	
604	Amenities	
	<p>Playground – RT has created a first draft of a questionnaire to identify what users want included in any reinvestment. Two suppliers are now lined up to meet at the playground. It was agreed that the survey should be circulated via the community Facebook page, signage at the playground, with Leigh Lollipops, North Downs School and through an eNewsletter. The clerk has yet to receive the Annual Report. JW noted that RW had kindly put the guard rail in the bridge way over into the playground. RW has been investigating how to get the water to move out of the pond area. JW thanked Robin for his work.</p> <p>Green spaces - No update</p> <p>Allotments – the leaking water situation has yet to be fixed.</p>	
605	Planning (Appendix C)	
	<p>All the applications in Appendix C had been considered:</p> <p>The following comments were made: Solar Farm at Flanchford Farm. The council raised concern regarding timings. The clerk shared that the application had been submitted to MVDC Planning back in October, but had only just been registered by the Council. The application determination date is 27th Feb, the closing date for comments is officially early January but comments up to the end of January will be considered.</p>	

	<p>It was likely that many people are unaware, and it was agreed that the Parish Council's role is to signpost residents to the application. The Parish council will encourage parishioners to make comments to the public consultation via the MVDC planning portal and inform the Parish Council directly. This will enable the Councillors to understand the views of the parishioners they represent. It was agreed that the PC will create a unique email for gathering this information and provide a postal address.</p> <p>ACTIONS: (1) create communication flyer for residents for e Newsletter, posters, Facebook and Leigh Post (if possible). (2) Circulate, Monitor and share responses on each platform.</p> <p>The Parish Council agreed to meet on Wed 8th January to discuss privately whether they need to take further action.</p> <p><u>Other planning:</u> No other comments.</p>	All
606	Administration & Finance (Appendix D)	
	<p>The payments listed in Appendix D were noted and approved.</p> <p>The latest bank statement was noted and signed.</p> <p>It was noted that the Finance Committee had met and made recommendations for the 2025-26 Budget. The household numbers were now confirmed, and the precept form was signed by Councillor Wilkinson and Willoughby. The precept request will be for £13,280. This is at the same level for each household as in 2024/25 but is a 2% increase in monies received due to the change in how households are now eligible for CT.</p>	
607	County and District Councillor Updates	
	<p>As part of the planning committee, KH shared she is currently working on a Solar farm application for a larger 128 acres in Fetcham. She shared that Surrey is the only county without a solar farm. If Leigh does end up with the solar farm it will be groundbreaking. She shared the grid needs electricity.</p>	
608	Upcoming Meetings and dates to note (Appendix F)	
	<p>The following dates were agreed for the upcoming Full Council Meetings: Monday 27th January 2025</p> <p>To confirm ongoing meeting dates</p> <p>Consultation: The Surrey County Council Rights of Way Improvement Plan screen grabs have been circulated. It was generally agreed that the Parish Council would agree with the proposals in the consultation.</p> <p>MVDC Partnerships Community Safety Survey – to circulate. Closed on Wednesday.</p>	
609	Parishioner's Questions & Comments	
	<p>Resident asked about any progress on the Gravel layby. <i>Awaiting quotes.</i></p> <p>Resident shared that the entrance to the Glebe is still being driven over by drivers. Could we do anything about it? Maybe small concrete conical cones. <i>This would be looked into.</i></p> <p>Resident spoke regarding the Solar farm – they had specifically chosen Ilos to install the solar farm due to their Biodiversity strategy. <i>Councillors asked if they could share the link to their bespoke website. It was agreed to put a link to the Little Flanchford farm. Cllrs then asked why they chose a foreign firm. Cllr Harvard explained that the only UK based Solar firm only deals with larger sites.</i></p>	
610	Closure of meeting	

	There being no further business, the meeting closed at 8:30pm.	
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APPENDIX A – PCSO crime report Summary 23 Sept – 16th Dec 2024

Latest to Oldest

Leigh Mynthurst Altercation after dog-on-dog fight. No injuries no further incidents.
 Leigh Bunce Common Road Car crashed into ditch. No injuries.
 Leigh Flanchford Road Fallen tree, cut up, logs left in situ causing hazard. SCC Highways dealing.
 Leigh Clayhill Road Vehicle stop. Process issued for defect.
 Leigh Shellwood Rd Dispute over land access / usage. Advised civil dispute.
 Leigh Bunce Common Road Ambulance crew found vehicle abandoned in road. Car had been stolen in Redhill.
 Leigh Harrington Close Report of potential burglary due to noise. Officers found lock smith fixing door which explained situation as person had locked themselves out.
 Leigh Dean Oak Lane Fly-tipping fridge dumped in road. Out to highways.
 Leigh Smalls Hill Road Car stuck in flood.
 Leigh Flanchford Road Van and car in collision. No injuries damage only. Recovery

APPENDIX B – Action points status

Action Point	Owner	Date started	People involved	Update	Agenda Item	Closed	Y/N
Contact contractor for recreation ground cuts to be bigger	LM	22/06/2024	LM/ME	Requested - not done	N	N	N
Chase SH for site meeting for traffic calming	PW/LM	01/01/2024	SH/HC/LPC	Chased with HC	Y	N	N
Playground annual Report	RT	01/11/2023	RT/GB	Outstanding medium. Clerk chasing for this years report	Y	N	N
Community resilience plan adoption	LM	28/05/2024	PW	To be agreed in Sept	N	N	N
Meeting with Surrey Highways re drainage	RT		RT	Ongoing	Y	N	N
Meeting with Thames Water re drainage	MF		MF	Ongoing	Y	N	N
Allotment Tap replacement	GB	29/05/2024	GB/RW/LM	Graham investigating. Mr Legg contacted - awaiting response	Y	N	N
Chevrons on Dawes Green bed	MF	01/05/2024	MF and Hclack	Awaiting works	Y	N	N
Explore other banks for greater return ie Unity	LM	01/04/2024	LM	Outstanding	N	N	N
Installation of village gates	LM		Hclack, SH LM	Awaiting response from SH	N	N	N
Village green flooding investigation	GB	September	GB PW	Investigated	N	N	N
Log Ashurst Bend drain issues with SCC	LM	September	LM	Logged	N	N	N
Explore water bill for allotment	LM	November	LM/PW	Proposed action for future bills LM	Y	N	N
Community questionnaire for Playground improvements	RT	November	RT	To create and circulate questionnaire for ideas	Y	N	N
Mynthust and Dean Oak Lane junctions with SHR. Options?	LM	November	LM Hclack	Requested something be done	Y	N	N
Submit Precept request to MVDC	LM	December	LM	Letter now received so can be completed and signed	Y	N	N
Land adoption for layby	LM		LM and Hedleys	Need new solicitors	N	N	N

APPENDIX C – Planning Applications (November 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	Link
MO/2024/1796	Certificate of lawfulness of existing use or development to establish the lawfulness of stable and garage buildings and use of first floor of garage building as self contained dwelling. (24/01782/CLE)	Stumblehole Cottage, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PY	2024-10-18T00:00:00	2024-11-21 NO OBJECTION	Citizen Portal Planning - application details

MO/2024/1823	Installation for the construction, operation, maintenance, and decommissioning of a ground-mounted solar farm with a maximum grid export capacity of up to 11.32 MVA, complete with landscaping, associated infrastructure, and temporary construction access proposed for a period of 40 years.	Little Flanchford Farm, Flanchford Road, Leigh, Reigate, Surrey, RH2 8RD	2024-11-28T00:00:00	Citizen Portal Planning - application details
MO/2024/1905	Creation of a vehicle crossover, removal of the front boundary hedging and creat	21, The Glebe, Leigh, Reigate, Surrey, RH2 8NL	2024-11-25T00:00:00	Citizen Portal Planning - application details
MO/2024/1987	Certificate of lawfulness for an existing use in respect of the use of the land as residential curtilage for a period in excess of 10 years.	1, Shellwood Farm Cottages, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX	2024-11-21T00:00:00	Citizen Portal Planning - application details
MO/2024/1988	Certificate of Lawfulness for a proposed use in respect of the use of land to station a mobile home granny annexe for use incidental to the main dwelling.	1, Shellwood Farm Cottages, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX	2024-11-21T00:00:00	Citizen Portal Planning - application details

APPENDIX D

All transactions

Date	Type	Description	Value	Balance Current A
11-Dec-24	DPC	Grass cutting & leaf collection	-£ 1,847.00	£ 6,394.26
05-Dec-24	S/O	Clerk salary	-£ 437.20	£ 8,241.26
05-Dec-24	DPC	Poppies expenses	-£ 13.98	£ 8,678.46
05-Dec-24	DPC	Q3 clerk expenses	-£ 60.70	£ 8,692.44
05-Dec-24	DPC	Litter pick expenses	-£ 15.66	£ 8,753.14
05-Dec-24	DPC	Gate lock footpath officer expenses	-£ 16.18	£ 8,768.80
26-Nov-24	C/R	Allotment rent	£ 25.00	£ 8,784.98
21-Nov-24	BAC	Allotment rent	£ 35.00	£ 8,759.98
18-Nov-24	BAC	Allotment rent	£ 60.00	£ 8,724.98
18-Nov-24	BAC	Allotment rent	£ 25.00	£ 8,664.98
Date	Type	Description	Value	Balance Reserve A/C
29-Nov-24	INT	Reserve account interest	£ 29.81	£ 27,818.14

APPENDIX E – Key dates

Leigh Parish Full Council Meeting – Monday 27th January 2024

APPENDIX F – Open Consultations:

SCC Right of Way Improvement Consultation <https://www.surreysays.co.uk/environment-and-infrastructure/rowip-24/>