

**Minutes of the meeting of Godstone Parish Council held on Monday 4 April 2016 in
St Stephens Church, South Godstone at 7.30 pm**

Members: Councillor B Hubery - Chairman
Councillors B Davis, J Gardner, J Faulkner, R Johnson, K Knox, and C White.

In attendance: Mrs D Grose, - Clerk to Parish Council
Mrs P A Rodgers - former Clerk to the Council
Mrs H Windsor - Surrey County Councillor *

* indicates part meeting only.

Prior to the start of the meeting it was agreed, in view of the injury to Mrs Grose's hand, that Mrs Rodgers should take the Minutes. It was confirmed the Parish Council had agreed Mrs Rodgers should act as consultant in the reorganisation of the Parish Council records and files.

Open Forum

a) **Broughton House, Water Lane, South Godstone** Steve Hinsley, Senior Director, Tetlow King Planning, West Malling, Kent, gave a presentation on proposals for development for the site. It was confirmed a previous planning application for the site had been refused by Tandridge District Council. The site had mixed usage consent but was mainly used for car parts storage and was in great need of tidying up. Mr Hinsley said there were much local need for housing including affordable housing and he presented 3 plans to the Council. Each proposal had nine market houses and 14 semi detached affordable housing, and one plan had bungalows for the elderly or disabled. The whole site would be developed with low energy costs and would enable a number of people to take up occupancy into which they could afford to move. It was planned for the non market houses to be rented and after a period of time they would be able to purchase the property. The question of transport for such householders was raised and the company indicated they were considering a hybrid car for each house.

Mr Colin Wakefield gave details of the company's experience in building such houses and confirmed he was now part owner of the site and he was eager to have the unsightly site cleared up. There was a question of the waterlogged state of the site and Mr Wakefield indicated the houses they built were impervious to water. It was intended the dwellings would be for local people.

b) **Water pressure – Green View** Mrs F Pavely stated there were water pressure problems and the Water Company had indicated a new main may be needed which may have to come across the grass area in front of Green View. It was confirmed a new water main had been constructed before for a house on Green View and the Water Company would contact the Parish Council for the appropriate consent and possible Wayleave.

c) **Queen's Official 90th Birthday celebrations** This item was already on the Agenda (item 8.2 .1) and was taken next in the meeting. Alex Rabbetts the Chair of Godstone Village Association said the celebrations were during the weekend of 11/12/13 June 2016 and for the Parish it was suggested a picnic on Godstone Green on Sunday 13 June but support from all 3 villages was essential. For Blindley Heath and South Godstone it was hoped for mini buses to transports guests to and from the Green. Mr Rabbetts said financial support was necessary and such event would be a good PR exercise for the Parish Council. Support from the Parish Council was essential and Mr White, Mrs Johnson and Mr Faulkner agreed to assist in the organisation. Concern was expressed at the meeting that it seemed the Parish Council were leaving the whole organisation to Godstone Village Association.

d) **Godstone Preservation Society** A request for the Parish Council to instruct their contractor to remove rubbish cleared out from the Horse Pond on Godstone Green, but it was understood the work of clearing the pond had not yet taken place.

e) **Godstone Gardeners' Club** Their request to erect a show banner on Green View for the show on 2 July 2016 was agreed.

f) **Godstone Village Fete** The request for the Annual Donkey Derby and Fete to be held on Godstone Green on Saturday, Sunday and Monday 27, 28 and 29 August 2016 was agreed.

g) **Mrs Helena Windsor's Surrey County Councillor** gave a very detailed report of the pavement and road repairs needed throughout the Parish. She was concerned the Traffic Enforcement Officers had not attended the sites she had indicated. The A22 Godstone Bypass would be closed again for further repairs, but for 2 nights only. Councillors gave Mrs Windsor further areas for attention, including illegal parking at Blindley Heath causing pedestrians problems, a culvert in Ray Lane needing urgent attention. It appeared Reigate and Banstead Borough Council were responsible for car parking problems in Tandridge and Mrs Windsor was advised of an area at Tillingdown Lane causing access problems. Mrs Windsor said she could arrange for the Police and Crime Commissioner candidate to take parting a photo shoot in areas where necessary.

Mrs Windsor was thanked for her reports and she left the meeting.

1. **Apologies and reasons for absence** Councillors Gilman and McLoughlin were absent and on holiday

2. **Declarations of Interest** Mrs Johnson declared an interest in Item 7.2.6. – a request for grant from Godstone Club.

3. **Minutes of previous meetings:** The Minutes of the Parish Council meeting held on 14 March 2016 were confirmed and signed by the Chairman as a correct record.

4. **Matters arising** There were no matters arising

5. **Reports**

5.1 **Action taken** – there were no actions to be ratified

5.2 **Clerk's Report** - Councillor Davis said he would attend North Park Quarry Community Liaison Committee on 13 April 2016 at the site.

5.3 **Chairman's Report** – Councillor Hubery did not have a report

5.4 **Reports** there were no reports to note from representatives of outside bodies.

5.5 **Reports**

a) **Access to rear garden on Green View** Councillor Garner said he had been approached by the owner of Three Elms as his new neighbour had asked him for permission to use contractors and their vehicles to gain access to his rear garden. It was agreed the neighbour be asked to contact the Parish Council direct and they would also require full details of the plans involved, the name of the contractor and the equipment necessary plus details of the contractors' insurers.

b) **Van in car park on Godstone Green** Councillor Johnson reported a white van parked continuously in the car park on Godstone and efforts would be made to obtain the registration number and ascertain the ownership, with a view to removing the vehicle as commercial vehicles could not be accommodated in either of the car parks on Godstone Green.

6. **Current Planning issues**

6.1 **Planning Committee** – there was no meeting held in March.

6.2. **District Council Planning Decisions**. The following decisions were noted:-

<u>2016/239/NH</u>	20 Tylers Close, Godstone RH98AW	Erection of single storey rear extension measuring 6 metres deep, with a maximum height of 3.6 metres and an eaves height of 3 metres.	Prior Approval not required
<u>2016/48/NH</u>	13 Lagham Road, South Godstone RH9 8HE	Erection of single storey rear extension measuring 5.8 metres deep with a maximum height of 3.5 metres and an eaves height of 2.8 metres. (Notification of a Proposed Larger Home Extension)	Approved
<u>2016/122</u>	95 Ockleys Mead, Godstone RH9 8AY	Demolition of existing porch. Erection of single storey side/rear extension and single storey front extension	Approved

<u>2016/129</u>	8 Ockleys Mead Godstone RH9 8AY	Formation of Vehicular Crossover	Approved
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6.3 **Current Planning Lists and applications** –

It was agreed not to make any comments or objections on the following applications:-

2016/382 Godstone Place, 59 High Street, Godstone RH9 8LU

Change of use of the studio serving Stable Cottage to provide a separate dwelling.

2016/433 52A High Street, Godstone RH9 8LU

Erection of Single Storey Rear Extension

2016/405 - 8 Rushton Avenue, South Godstone RH9 8LA

Erection of single storey rear extension.

It was agreed to leave the decision to the Planning Officers for:-

2016/131 - The Barn, Quarry Farm, Quarry Road, Godstone RH9 8DQ

Demolition of existing dwelling. Erection of Dwelling

2016/145 - The Barn, Quarry Farm, Quarry Road, Godstone RH9 8DQ

Demolition of existing dwelling. Erection of Dwelling Listed Building

It was agreed not to make any objections or comments on the following applications:-

2016/399 - 13 Lagham Road, South Godstone RH9 8HE

Erection of single storey extension to north elevation [Certificate of Lawfulness for a Proposed Use or Development]

2016/367- 83 Ockleys Mead, Godstone RH9 8AZ

Erection of single storey rear extension

2016/355 - The Lawns, Carlton Road, South Godstone RH9 8LE

Erection of side extension to existing garage.

It was agreed to support the following application:-

2016/ 227 Godstone Farm Tilburstow Hill Road, Godstone RH9 8LX

Erection of shed and viewing platform, formation of path and track and alterations to pig pens and animal barn [retrospective]

It was agreed to leave decisions to the Tree Officer on the following applications:-

2016/452TCA - 8 Ivy Mill Lane, Godstone, RH9 8NH

Yew Hedge - to reduce height of lateral growth to match height of front hedge

2016/430/TCA - Pucks Cottage, Godstone RH9 8DZ

Fell one Sycamore

It was agreed not to make any comments or objections on the following application:-

2016/462 - 19 Catlin Gardens, Godstone RH9 8NT

Demolition of existing conservatory to east elevation. Erection of single storey extension to east elevation [Certificate of Lawfulness for a Proposed Use or Development]

6.4 **Any other current planning matters, including Appeals-** there were no other planning applications or appeals.

7. **Finance**

7.1. **Accounts for payment** – The following accounts were approved for payment:-

Staff Salaries		Net Salaries – March		711.07
Gardenwise Estate Management Ltd		General maintenance – March		
		Burial Grounds,	555	
		Godstone Green,	300	
		Blindley Heath	300	

	Maintenance Contract	449.5	1604.5
Mrs P Rodgers	Consultancy Fees from 2-31 March		800
Rental for Bounty	Rental For Bounty 1/10/2015-31/03/2016		550
SSALC	Clerk Training	90	
	Local Council Review	34	124
Portman Construction	Final account security fencing around tombstone		60
HM Revenue & Customs			557.64
	TOTAL		4407.21

The March salaries have been paid in accordance with 7.2 of the Financial Regulations.

Direct Debits:

E.ON. Office Electricity to 18 March £62.43 5 April 2016

BT. Phone and Broadband to 17 March 2016 £82.16

Credits HM Revenue & Customs of £1,018.06 VAT refund

7.2. Any other financial matters

1. **Summary Financial Report to 29 February 2016** Councillor Hubery signed the summary. A copy of the accounting records for February, including the bank statement, incorporating the bank reconciliation was available at the meeting for examination. Councillor White said information would be better set out and easier to understand for the coming financial year

2. **Update on change of signatories from Lloyds Bank** This matter was nearing conclusion. 3 signatures one of which could be the Clerk. It was planned to continue internet banking when the current situation had been rectified.

3. **Renewal of Lease for Bounty** The current lease expired on 31 July 2016 and Godstone Scouts offered a new lease for 25 years at a new rental of £2500 per annum with a rent review every 5 years, which was accepted by the Council, but who would ask for sight of the Draft Lease and also query whether a break clause would be introduced.

4. **Grant Request from St John's Church, Blindley Heath**

After clarification was received that all proceeds from St John's Church went to the PCC or to the Diocese, but neither the PCC nor the Diocese would pay for grass cutting, a grant of £2,000 directly to St John's Church Blindley Heath was agreed for grass cutting in the churchyard and surrounding area.

6. **Grant Request from Godstone Club** A request had been received for financial support towards the purchase of a CCTV. Full details of the proposed purchase were available at the meeting and it was understood the system supplied by ADT would be monitored by them. It was agreed to underwrite the sum of £500.00 towards the expenditure of this once the equipment has been installed and an invoice tendered for completed works.

7. **Grant Request from Godstone Sports Association** A request for financial support for the purchase of goal posts, which would cost £780.00 had been received. It was agreed to underwrite the sum of £350.00 towards the purchase of the goal posts.

8. **Request from A White, TAG re Air Quality Monitor** – A request for the Parish Council to purchase the monitor was refused. At a previous meeting the Parish Council had agreed to underwrite £1000.00 towards the purchase of the monitor.

9. **Additional grave markers needed** - costing £14.36 each More information on other type of grave markers would be obtained.

At a meeting of the Finance Committee held at 10.00am on 4 April 2016 the following grants were approved:-

Oxted Citizens' Advice Bureau	£200.00
St Catherine's Hospice	£100.00
Godstone Baptist Church	£150.00
Godstone Parish Magazine	£150.00
Blindley Heath Magazine	£200.00

8. Greens, Commons and Land

8.1 Allotments

1. Review of allotments

Hilly Fields The previous decision to not renew the lease was taken on incorrect information, with insufficient notice being given to current allotment holders, or where on the waiting list for Salisbury Road Allotments they would be placed, therefore there was need for a new lease, which was being prepared by the land owners' solicitors at a net cost of £450.00.

Salisbury Road - Councillor Garner reported the current owner of the garages at the side of the site planned to erect 3 houses, but there was a problem with restricted access as the pathway narrowed. The Parish Council would be prepared to offer a small area of land for access, but when the land was handed to the Parish Council there was a covenant restricting building a right of way without permission. The company had since gone into liquidation and there was no knowledge as to whether the Covenant Rights had been passed on prior to liquidation, and Solicitors had been instructed to ascertain the correct position.

8.2 **Godstone Green** This item had been taken at the start of the meeting

8.3 **Hilly Fields**

1. Proposed car park.

The District Council had indicated a decision would not be reached until the end of April 2016.

8.4 **Blindley Heath**

1. **Memorial Tree** Councillor Faulkner said this matter was in hand

2. **Notice Board** Councillor Faulkner had received a quotation from PAC Handyman Services in the net sum of £1595, which was accepted. Councillor Faulkner said the engraving of the name would be carried out by Surrey Hills with the cost not yet known. St John's Church had given consent for the notice board to be sited by the lych gate.

3. **Cricket Club** The benches had not received attention for a number of years and it was agreed the contractor Garry Dicks be asked to include the benches in his monthly repair list

4. **Pond by Cricket Club** Councillor Gardner had yet to visit the site.

5. **Blindley Heath Management Meeting** Councillors Hubery and Faulkner and Mrs Grose would attend the meeting on 12 April 2016 at the District Council Offices.

6. **1 Elmshades, Blindley Heath** The replacement of the water main was duly noted.

7 **Blue Anchor** - The intentions of the possible developer Wimpey were noted.

8.5 **Tilburstow Hill Common**

It was agreed to renew the Commoner Rights for R Stacey to clear fallen and unsafe trees as and when necessary free of charge.

Notice on Private Land The notice proposed by Mr Fairall had been received and noted.

9. **Burial Grounds**

9.1. **Applications for Exclusive Rights of Burial** were agreed for:

Grave 571 - Jonathan Mather - parishioner

Grave 570 - Mr and Mrs Eustace - non parishioners

Grave 358 - Mrs N Broadhead - transfer of Exclusive Rights of Burial.

9.2 **Applications for consent to erect Memorials** which appeared to be in accordance with the regulations were agreed for:

Grave 549 - Philip Mumford

Grave 562 - Eileen Amelia Kelly

9.3 **War Memorials** - It was agreed the memorials at St Nicholas and St Johns should be cleaned, quotations to be asked for

9.4 **Marking of new plots** Plots had been marked out and it was suggested the possible space near the Memorial Garden should be used before other areas

9.5 **Approval for purchasing Grave markers** Information on other types of markers would be obtained.

9.4 **Number of graves for non parishioners.** It had been approved that the number of non parishioner burials be limited to 4 in any one financial year.

9.5 **Directions to local funeral directors** It was suggested and agreed that a letter be sent to all such directors advising them that burial plots must only accommodate 2 coffins and not 3 -due to the high water level of the site. Mick Tamplin was the only gravedigger they could instruct to dig the

graves, but this was not being adhered to in some cases. To avoid any distress it would be suggested that burial plots could be purchased by the adult children instead of the partner or spouse of the deceased.

10. **Annual Parish Meeting** - It was confirmed the meeting would be held on Monday 23 May 2016 At St Stephen's Church, South Godstone with Councillor Mrs Helena Windsor as the Guest Speaker Councillor Gardner said he would arrange refreshments for circa 50 attendees.

The names of nominees for awards put forward to date were:-

Godstone - Alison McCormick and Sheila Macintosh
Blindley Heath - Pat Cauldron
South Godstone - Carole Carey

11. **Correspondence** – the following correspondence was noted:-

12. **Matters for reporting or inclusion on future agendas**

- a) **Village Plan**
b) **Drones being flown on common land**

Part 2 – To consider passing a resolution that pursuant to Section 1 part 2 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting during the consideration of any business on the grounds that it is likely if the public were to remain, there would be a disclosure of exempt information.

The next meeting of the Parish Council will be held at 7.30pm on Monday 9 May 2016, St Stephens, South Godstone

The meeting closed at 10.55pm

Chairman

Date
