

**Minutes of Parish Council Meeting of Godstone Parish Council held on
Monday 7 November 2016 at Parish Rooms, St Stephens Church, South Godstone at 7.30 pm**

Members: Cllrs J Gardner, B Davis, M Gillman, M McLoughlin, R Johnson, J Faulkner, B Hubery and C White.

In attendance: Mrs D Grose, Clerk

Open Forum

An Open Forum session was held prior to the start of the meeting. Surrey County Councillor Mrs H Windsor, and District Councillor representative, Mr N Childs attended, together with Councillor Black from Bletchingley Parish Council and 5 parishioners

Cllr Windsor raised the concerns of Bletchingley residents that Surrey County Council propose to increase the 30-mph speed limit to 40 mph on the Godstone Road near Chevington Villas. Bletchingley Parish Council have written to SCC to ask that this decision be delayed until a complete assessment can be carried out when the development at the old Knights Garden Centre has been completed and the proposed additional car parking site in Godstone. At this point a more accurate survey of the complete stretch of A 25 between Bletchingley and Godstone [known as the ‘made mile/race track’] can be undertaken as a whole.

Cllr Windsor also commented that the Orpheus Centre in North Park Lane would appreciate a speed reduction on the road. She also advised that it would be a good idea if as many Parish Councillors attend the ‘Local Committee Meeting’ on 9 December to question SCC on this item.

Cllr Windsor asked that Godstone Parish Council support Bletchingley Parish Council by writing to Surrey County Council requesting that a survey be carried out after the development is complete. Councillors agreed to this request.

Action: Clerk

A Rabbetts said that the GVA were deciphering the Local Plan and will report back once this is completed. Mr Rabbetts stated it is more effective for individuals to ask the same question than an organisation to ask just the one question! TDC have produced 6 options, they investigate and come up with consensus. TDC do not consult and the document is inconsistent. The Local Plan it is written by a committee and not an individual. There is no justification for the number of houses [9,000] TDC say are needed. For example, it is stated that South Godstone have a small number of shops!

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| 1 | Apologies and reasons for absence - Apologies were received and agreed for Cllr K Knox. |
| 2 | Declarations of Interest - There were no declarations of interest |
| 3 | Minutes of the meeting held on 3 October 2016 and the Extraordinary meeting held on 10 October 2016 were agreed and signed by the Chairman as a true record. |
| 4. | Matters Arising - Air Quality Monitor - TAG-A25 Traffic Census Results confirmation has been received from Peter Forbes. |
| 5 | <p>Community Wellbeing – The following question was received from a parishioner ‘<i>Does Godstone Parish Council believe that the use of such voluntary community organisations such as the East Surrey Community Mediation Service is beneficial to resolve issues peacefully and in a correct manner within the Godstone Parish? Would they advocate the use of such organisations?</i>’</p> <p>The chairman had done research on this matter consulting Tandridge District Council. His findings were mentioned in the notes given to Councillors prior to the meeting.</p> <p>Cllrs Davis and Gillman stated that this question was outside of the remit of the Council and asked that this item be removed from the Agenda. Councillors unanimously agreed to this</p> <p>Cllr Windsor requested to speak the on the matter but Chair did not allow this but allowed her to hand the document to the Clerk</p> |
| 6 | Neighbourhood Plan - An Extraordinary Meeting held on 10 October 2016 agreed that a public meeting should take place on 14 or 15 November at South Godstone Club to collect views and identify who was |

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| | <p>willing to contribute to preparing a Neighbourhood Plan. However, due to the Public Drop In Meeting called by Tandridge the date was changed to Monday 28 November 8 pm at South Godstone Club.</p> <p>Chairman will open the meeting pointing out that the Parish Council are split over producing a neighbourhood plan due to the amount of resources needed, A Rabbetts, Chairman of GVA will outline the project and give his views on its merits.</p> <p>Cllr Gillman stated that he felt given the amount of time and money other parish councils have taken to produce a neighbourhood plan this was a total waste of resources. Without District Councillors who will strongly reflect the views of the residents most likely we will provide TDC ‘a stick to beat us with’ and the document could well be circumvented or ignored! Soundings with Councillors have already shown that not all councillors have so far been willing to commit the amount of their time required to produce a plan.</p> <p>Chairman reiterated that this meeting was not to discuss the Local Plan but to gauge local interest, resources, and ability to produce a Neighbourhood Plan. It was noted that this would only work if representatives from all three villages would take part.</p> <p>Councillors noted that series of drop-in sessions where documents about Tandridge Local Plan and Sites Consultation and associated technical studies will be available to view and where you can speak to council officers and ask questions. People do not need to register for these sessions:</p> <p>South Godstone - Tuesday 15 November at 2pm - 7:30pm at South Godstone Sports and Community Association, Lagham Road, South Godstone, RH9 8HE.</p> <p>Blindley Heath - Wednesday 16 November - 2pm - 7:30pm - St John’s Church Hall, Eastbourne Road, Blindley Heath, RH7 6JR</p> |
| 7 | <p>Standing Orders - No report has yet been received from Cllr Knox. It was agreed a new Working Party of Cllr Gillman and Davis will draft Standing Orders, which will include how we deal with the Minutes, these hopefully to be circulated before the December council meeting for comment/agreement at that meeting.</p> <p style="text-align: right;">Action: Cllrs Davis and Gillman</p> |
| 8 | <p>IT - Update – New computers have been installed, including anti-virus software. There is an issue with the Godstone Cemetery mapping system due to the Pear Program being missing this item to be followed up with the supplier.</p> <p style="text-align: right;">Action: Clerk</p> <p>Discussion took place as what should happen with the old equipment. two hard drives and one printer. Cllr Johnson advised that the hard drives need to be ‘wiped’ and a certificate produced to say all data securely destroyed. The machines need to be disposed of by a specialist company due to the fact that some components in the machines are environmentally unfriendly. It was agreed the computers will be kept for a further 6 months before disposal.</p> |
| 9 | <p>Parish Council Website – Cllr Davis stated he felt that the Clerk was incapable of being able to up load data onto the website the current information is out of date. He stated that the previous Assistant Clerk was able to do this. The Clerk had previously stated that since the Assistant Clerk had left the web site had been ‘revamped’ and a new list of instructions for uploading issued, these do not work. The Clerk stated she has e mailed relevant documents for uploading to the ‘web master’ these to have not appeared. Action: Clerk</p> |
| 10 | <p>Tenders – Councillors discussed whether current or future councillors have a right to be included on the Parish Council Contractors Tender List. They do have a right, as long as the guidelines are strictly adhered to. Cllr Gardner stated that his company Segment Engineering was not likely to ever choose to tender for work</p> |
| 11 | <p>Grants – A proposal for the management and distribution of grants funding, community projects was produced by Cllr McLoughlin. Councillors agreed the terms and conditions as laid out.</p> |
| 12 | <p>Bounty Lease – Update from Solicitor on Lease and solicitor’s fees both for review and consideration had been received. Councillors agreed with these terms and fees. Two Councillors will need to sign the lease</p> <p style="text-align: right;">Action: Chair and another Councillor</p> |
| 13 | <p>Surrey Wildlife Trust –Activity Review and Financials 2012-2016 plus a request to transfer ringfenced money held by the Parish Council has been received. SWT have produced figures but they are still ambiguous ie manpower and material figures. SWT will be asked come back to us with a breakdown of materials. SWT</p> |

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| | <p>have no legal right to this money as it was paid to the council before the agreement was signed. It was suggested that some work needs to be carried out on the site lines at Ray Lane and as this is not SWT responsibility the PC could use some of this money to pay for this work.</p> <p>The original lease was for grazing but a lot of land has reverted to woodland roughly 30 trees per hectare, consequently the Common is overgrown the Parish Council could considering clearing this and paying for this work - to seek advice from SWT</p> <p>Overall SWT are doing an excellent job on maintaining the Common.</p> <p>Cllrs Hubery and Gillman attended a Surrey Wildlife Committee meeting.</p> |
| <p>14</p> <p>14.1</p> <p>14.2</p> <p>14.3</p> | <p>Reports</p> <p>Action taken - No actions have been taken</p> <p>Clerks Report</p> <p>i. <u>Oxted Road bus shelter metalled footpath</u> - No further update following SCC and Cllr Windsor being contacted and being followed up by SCC with Oakleigh Care Home.</p> <p>ii. <u>Bay Pond Barrier</u> – SCC reported this is on the ‘list’</p> <p>iii. <u>Maintenance of benches</u> – Most work is complete just some benches on Blindley Heath Common to be finished</p> <p>iv. <u>Scout letter</u> – Invoice from Scouts received re balance of rent £75.00 now paid.</p> <p>v. <u>Clerks Networking Day</u> – DG and SE attended Clerks Networking Day, which they found very useful and will produce a report. Action Clerk</p> <p>vi. <u>Training</u> – Councillors are asked to consider training provided by the Society of Local Council Clerks http://www.slcc.co.uk/content/ilca-the-essential-knowledge/457 for the Clerk and Admin Assistant. This item was not discussed</p> <p>vii. <u>Bounty Electrics</u> – Jenner Electricals work to start on 10 November 2016. Jenner Electricals will be asked to produce an Electrical Installation Condition Report following instruction from Cllr Gardner . The cost will depend on the number of circuits and whether there is a previous test certificate available.</p> <p>viii. <u>Greensands Way Sign</u> - Reported Public Footpath to Highways on 25 Oct 16 about a sign needing to be returned to Tillburstow Hill Road (Crossing the Greensands Way at Brakey Hill).</p> <p>ix. <u>Handrail at Zebra Crossing (North side)</u> - Reported Public Footpath to Highways on 25 Oct 16 about the handrail that needs repairing</p> <p>x. <u>Christmas Lights</u> – Clerk liaised with Chair and Ultralite to confirm work take place. Application for Provision of Temporary Attachments to Street Lighting has been submitted to Surrey County Council as required. Ultralight tested the lights in all the trees and can report the following:</p> <ul style="list-style-type: none"> • 3 trees on the Green are all working 100% • South Godstone tree needs loose connection sorting out. Cost £ Nil • North Godstone tree is 70% working. Cost to replace 2000 lights £1200.00, Cllrs decided not to accept this cost as 70% are still working. • Blindley Heath tree needs a new transformer. Cost £85.00. Cllrs agreed to this cost • To test, switch on the lights. Cost £150.00. Cllrs agreed to this cost • The lights will be switched on Friday 18th November 2016 <p>xi. <u>Enterdent Trees</u> – Trees outside 10 and 12 Enterdent could pose danger to public / property quotations for appropriate action. Quotations will be obtained. See also tree on Godstone Green and Hilly Field Car Park</p> <p>Chairman’s Report</p> <p>Work on some trees need to be carried out on Hilly Field Car Park [clearance], Enterdent and Godstone Green. Therefore Chairman recommended that an we obtain quotations for all these works at the same time, if possible allowing for specification to be prepared by Cllr Gillman and Gardner. Councillors agreed to this. Cllr Mcloughlin will let the Clerk have list of approved contractors Action: Clerk</p> <p>Update on planting licence required for any planting on the verge. This process takes a long time therefore it was agreed that an interim measure would be to ask our Contractor to tidy this area up Action: Clerk</p> |

| 14.4 | <p>Reports [for noting] from representatives on outside bodies etc. Cllr Windsor said a speed survey had been carried out in Blindley Heath before the recommendation that the speed limit be reduced from 40 mph to 30 mph. Unfortunately, the data collected during the survey does not warrant a reduction in speed limit. Cllr Faulkner asked if the new social housing, with the extra residents and small children were taken into account. Cllr Windsor will check. Cllr Windsor asked if anyone had photographs of accidents that have occurred at Anglefield Corner as this would help matters for installing speed reduction signs further north on A22</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 14.5 | <p>Reports [for noting] from Members' areas of responsibility: Asset of Community Values –Cllr Gillman reported that as the White Hart is not the only public house in the village, also it is not threatened with closure, it could be very difficult to have the building registered as a Community Asset. The present owners can object to this and even if it were made a Community Asset would the Council have the resources to purchase it and then if purchased maintain the building without putting a significant financial burden on residents</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15 | Current Planning Issues | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15.1 | <p>District Council Planning Decisions</p> <table border="1" data-bbox="204 719 1522 1962"> <thead> <tr> <th data-bbox="204 719 395 786">Application Number</th> <th data-bbox="395 719 1002 786">Description</th> <th data-bbox="1002 719 1347 786">Address</th> <th data-bbox="1347 719 1522 786">Decision</th> </tr> </thead> <tbody> <tr> <td data-bbox="204 786 395 909">2016/1529</td> <td data-bbox="395 786 1002 909">Erection of single storey extension to north elevation. 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(Certificate of Lawfulness for a Proposed Use or Development) | Little Haven, Byers Lane, South Godstone RH9 8JH | Certificate of Lawfulness | 2016/1625 | Erection of boundary fence. | Tiptree Cottage, Tilburstow Hill Road, South Godstone RH9 8LB | Approved | 2016/1630 | Erection of single storey rear extension. | 16 Hunters Chase, South Godstone RH9 8HR | Approved | 2016/1659/T CA | Remove two Acer stems encroaching onto metal fence | White Hart, High Street, Godstone RH9 8DU | Approved | 2016/1423 | Erection of single storey rear extension. | 17 Lagham Park, South Godstone RH9 8EW | Approved | 2016/1243 | Formation of 18 car parking spaces. | Broadcast Engineering Centre, Eastbourne Road, Blindley Heath RH7 6JP | Refused | 2016/1188 | Extension to crematorium building, use of the site for small-scale waste transfer operations (including installation of concrete pad), replacement staff welfare portacabin, installation of septic tank and installation of refrigerated shipping container. | Cornerfield Farm, Byers Lane, South Godstone RH9 8JL | Approved |
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| 2016/1630 | Erection of single storey rear extension. | 16 Hunters Chase, South Godstone RH9 8HR | Approved | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 2016/1243 | Formation of 18 car parking spaces. | Broadcast Engineering Centre, Eastbourne Road, Blindley Heath RH7 6JP | Refused | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2016/1188 | Extension to crematorium building, use of the site for small-scale waste transfer operations (including installation of concrete pad), replacement staff welfare portacabin, installation of septic tank and installation of refrigerated shipping container. | Cornerfield Farm, Byers Lane, South Godstone RH9 8JL | Approved | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | 2016/535 | Erection of 2-storey building with habitable accommodation in the roofspace, comprising of 14 flats with associated parking, cycle stands and bin/recycle store. | Planning Application Land North of, Godstone Railway Station, Eastbourne Road, South Godstone null | Refused |
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| 15.2 | <p>Current Planning Lists and Applications</p> <p><u>Planning applications received and discussed at the Planning Committee meeting 27 October 2016</u></p> <p>2016/1859 18 Hunters Chase, South Godstone RH9 8HR Demolition of existing conservatory and external play area. Erection of single storey rear extension. <u>Recommended response: No Objections</u></p> <p>2016/1739 85 High Street, Godstone RH9 8DT Commercial use class part of building to be changed to class C3 (dwelling). <u>Recommended response: No Objections</u></p> <p>2016/1622 Standitch Farm, Tilburstow Hill Road, Godstone RH9 8LY Conversion of barn to four dwellings with associated car parking and landscaping. <u>Recommended response: No Objections</u></p> <p>2016/1922 33 Woodlands Drive, South Godstone RH9 8HU Erection of single storey side/rear extension. <u>Recommended response: No Objections</u></p> <p><u>Planning applications received since the publication of the Planning Committee Agenda and meeting</u></p> <p>2016/1912 - Oak View, Brickhouse Lane, South Godstone RH9 8JW No Objections 2016/1796 - 2 Godstone Green, Godstone RH9 8DY No Objections 2016/1929 - Site Accommodation, M25 Junction 5 to 7 Managed Motorway Improvement Works Junction 6 Godstone Compound, Rooks Nest, Godstone RH9 8BY No Objections 2016/1925/TPO 3 Treetops, South Godstone RH9 8HZ No Objections 2016/1961 The Studio rear of Godstone Village Stores, 98 - 104 High Street, Godstone RH9 8DR Variation of condition 3 of planning application TA/2016/1082 to allow for the increase of hours by 1 hour and 15 minutes - Monday to Friday and 8 Hours on Saturday. A neighbour complaint had been received stating that the Studio are exceeding their original planning conditions as the building is being used as a gym outside of the hours laid out in the original application. Equipment is being ‘thrown’ against a party wall. The original application was for Change of use from office to sports injury/rehabilitation and personal training centre (Class D1). Councillors agreed to support the neighbour’s comments for this variation</p> <p><u>Planning applications received since the publication of the Parish Council Agenda</u></p> <p>2016/1910 11 Oaklands, South Godstone RH9 8HX Erection of new pitched roof to front elevation over existing garage and first floor side extension over existing garage in association with conversion of garage to habitable accommodation. Erection of single storey rear extension. Associated changes to fenestration including installation of new doors and windows. Response deadline: 21 November 2016</p> | | | |
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| 15.3 | <p>Planning Appeals</p> <p>TA/2016/499 Taylors Hill, Eastbourne Road, Godstone RH9 8EH Erection of rear/side extension with dormer windows in side roof slopes. Councillors accepted the Planning Committees recommendation that were no further comments to be made in addition to previous comments submitted on the original application.</p> | | | |
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| 16 | Finance - October | | | |
| 16.1 | Accounts for payment - to approve the following accounts for payment: | | | |
| | <u>Payment for:</u> | <u>Breakdown</u> | <u>Total Payable:</u> | |

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| Staff Salaries | 31 October 2016 | | 1347.27 |
| William Way | G435077 - Two wheelie Bins | | 100.80 |
| Gardenwise | Godstone Green Cut incl. Green View x 2 Burial Grounds cut Blindley Heath cut x 2 Burial Grounds, middle section Burial Grounds, front and ashes area x 2 Burial Grounds, old section Maintenance Contract <i>Certificate of Public Liability Insurance received.</i> | 400.00 830.00 400.00 1080.00 | 2710.00 |
| Wellers Headley Solicitors | Standard requested cheque payment for legal fees in advance (payable to Wellers Law Group LLP). | 350.00 | 350.00 |
| Norbury Park | Wood Products (Blindley Heath Noticeboard) | | 115.56 |
| Fairalls | Goods | | 212.09 |
| SSALC | Clerks Networking Day – 1 November 2016 | 156.00 | 156.00 |
| 16.2 | i. <u>Summary Financial Report to 30 September 2016</u> The summary to be signed and dated by the Chair. A copy of the accounting records for September, including the bank statement, incorporating the bank reconciliation were available at the meeting for examination. | | |
| | ii. The October salaries have been paid in accordance with 7.2 of the Financial Regulations. | | |
| | iii. Direct Debits: <ul style="list-style-type: none"> • E.ON. Office Electricity 15 September 2016 to 23 October 2016 - £41.31 • BT - Telephone and Broadband charges for the period – 1 – 31 October 2016 - £61.27 | | |
| | iv. <u>Monies Received - Total Monies Received from 1 August 2016</u> Ray Lane Wayleave £21 (1 x Cheque Payment) | | |
| 16.3 | <u>Audit</u> Interim Audit scheduled to take place on 6 December 2016. | | |
| 17 | Greens and Commons | | |
| 17.1 | Allotments <ul style="list-style-type: none"> i. <u>Update on Salisbury Road</u> – Specifications sent on 22 September 2016. 1 quotation so far received. Follow up letter to chase contractors has been sent. Awaiting replies ii Request for another allotment had been made, Plot 5 has been allocated to Mrs M Knight, Mrs Knight has been informed of the clearance works due to take place. | | |
| 17.2 | Godstone Green <ul style="list-style-type: none"> i. Report had been received re a branch that had fallen from a Horse Chestnut Tree to the right of the Pavilion looking North. Councillors requested a survey to establish the safety of the tree. ii. Benches - These have been varnished iii. Playground – Following our annual report on the Playground deterioration and future security. Cllr Gardner and McLoughlin carried out an inspection and concluded that a lot of work needs to be undertaken to rectify the faults. The Clerk will contact the Architects – Davis White for advice iv. Cricket Club – Consider proposal in relation to funds left as a legacy by Mr Richard Houghton. The Hare and Hounds run cricket on Godstone Green it was suggested that the Clerk write to the pub to inform them of the legacy and that it can be used for the Cricket Club. The Council will retain the money but ring fence it for any expenditure the H & H occur in maintenance etc. v. A letter had been received from a visitor to Godstone, complaining about the lack of disabled car park spaces in the village. The chairman had looked into the rules for providing disabled bays. The Parish Council have two disabled bays, as we have less than 50 car parking spaces around the Green we are therefore providing the recommended ratio of 4%. Clerk to write and inform visitor of this. <p style="text-align: right;">Action: Clerk</p> | | |

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| | <p><u>vi.</u> Godstone Village School have requested that the trees / shrubs on Green side of their fence be cut down as the light is being block for the Nursery unit. Councillors agreed. Cllr McLoughlin to ask Gardenwise to put on their list. Action: Cllr McLoughlin</p> |
| 17.3 | <p>Hilly Field Proposed car park – Specification still to be drawn up, Cllrs Gillman and Gardner agreed to undertake this task. Action: Cllrs Gardner & Gillman</p> |
| 17.4 | <p>Blindley Heath</p> <p>i. Clerk reported that a local resident was concern about the visibility at the junction to date no reply has been received the following is taken from the SCC web site Vehicle traffic vision mirror – Information as detailed on SCC website: <i>Mirrors on the highway - Surrey County Council receives requests each year to install mirrors on the highway. Following previous guidance issued by the Department for Transport, we do not allow new mirrors to be put on the highway. This is because experience shows that rather than improving safety, a mirror could increase safety risks, which include: reflect light and interfere with a driver's vision reduce the ability to judge an oncoming vehicle's speed create an unreasonable dependence on the mirror if dirty, distort or restrict the view be an easy target for vandals</i> <i>Other measures to increase sight lines</i> <i>If you are concerned about the visibility from your driveway, please consider other measures that might improve sight lines, for example, cutting back vegetation or realigning boundary fences.</i> Action to inform resident of the above but await a reply from SCC</p> <p>ii. Pond by Cricket Club - Gardenwise have looked at this work and work to start soon</p> <p>iii. Dog Bins - Residents have been complaining about the dog mess on pavements in Blindley Heath. A request to TDC has been made to install one near to the new development. TDC have advised that there is no money in the budget until April 2017 to pay for this. Councillors agreed to pay for this, the cost is £179. TDC will be responsible for emptying no cost to PC for this. Action: Clerk</p> |
| 17.5 | <p>Tilburstow Hill Common</p> <p>i. Trees at the Enterdent - Cllr Hubery produced photographs of the trees that need to be felled. Cllrs agreed for quotations to be sought for this work</p> <p>ii. Noted that Parish Council have received the Woodland Management Plan - Tilburstow and Graeme Hendry Wood submitted by Surrey Wildlife Trust. They requested for comments by 22nd November, if we do not respond by this date they have stated they will assume we do not wish to comment. Councillors agreed not to comment.</p> |
| 18. | Burial Ground |
| 18.1 | Applications for Exclusive Rights of Burial – None received |
| 18.2 | Applications for consent to erect Memorials - None received. |
| 18.3 | <p><u>War Memorials</u> Stonecrest have cleaned the Memorials. They need to complete St Nicholas with repointing and making good lettering</p> |
| 18.4 | <p><u>Memorial at Postengate Farm</u> Memorial Service held for Sergeant Fenemore – This was held on Saturday 29 October over 70 people including our MP attended. The Council thanked L Head for his work in organising this. The Council also thanked N Merrells, Philip Anderson and Cllr McLoughlin for helping people cross the busy and very fast A22 from Postengate Farm to the site. Thank you letters to be written. Action: Clerk</p> <p>It was suggested that the bench that was on site but replaced with a new one, could be resited at the children’s play area in South Godstone near to the school. A copy of the original plaque would also be put on the bench. A small ‘ceremony’ could then be arranged once it has been installed to raised local people’s awareness of this memorial. All Councillors agreed. Action: Cllr Faulkner & McLoughlin</p> |
| 18.5 | <u>Burial Ground</u> |

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| | Footpath clearance and extension of tarmac area – Specification letters to contractors sent on 30 September 2016. One response to date received. Follow up letter to include a deadline of response by 25 November 2016 drafted and ready to go on confirmation between Cllr Gardner and Parish Office, to ensure this matter can be discussed at the December Parish Council meeting. |
| 19 | <p>Correspondence</p> <p>The following emails have been sent:</p> <ul style="list-style-type: none"> • Invitation to GVA Meeting • Press release: Annual Community Safety Review • Press release: Local Plan second consultation and key dates • 3SC devolution newsletter • Fly Tipping Campaign • Key dates for the Local Plan • New £20,000 sports area for local children in Hurst Green • Minutes for Tandridge Local Committee, Friday, 23 September 2016, 10.15 am • Surrey Wildlife Trust Activity Review and Financials 2012-2016 • GVA - Village Meeting Reminder including Minutes of the last meeting • Tandridge Delegated Action List • Godstone Farm • Fly Tipping Update • Valuation Office Agency – Changes to business rates • Press release: Committee agrees next Local Plan consultation • White Hart Beefeater • Press release: New shared Building Control Service for East Surrey • Surrey Playing Fields October 2016 Newsletter • TVSC - Network Lunch Thursday 24 November • Air Quality Monitoring - A25 Nutfield Traffic Census • GACC Newsletter • Aviva Community Fund Competition • Surrey Spring Conference • Tandridge District Council: Our Local Plan – Sites Consultation (Regulation 18) • Village Meeting |
| 20 | <p>Matters for reporting or inclusion on future agendas</p> <p style="text-align: center;">The next meeting of the Parish Council will be held at 7.30pm on Monday 5 December 2016 at Parish Rooms, St Stephens Church, South Godstone</p> |
| | Part 2 – No matters were discussed Meeting ended 10.35 pm |

Chairman Date 2016