

Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

Clerk to the Parish Council

Mrs S Endersby

Admin Assistant

Mrs E Cross

The Bounty
Godstone Green
Godstone, Surrey
RH9 8DY

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MINUTES

of the Meeting of Godstone Parish Council held on

Monday 7 January 2019 at 7.30pm at St Stephens Church, South Godstone, RH9 8EY

Members: Cllrs J Gardner, C Farr, D Stone, J Farnaby, M Gillman, B Davis, C White and M McLoughlin
Apologies: Cllrs R Johnson
In attendance: Mrs S Endersby
Public Forum: T Cozens, a number of Ivy Mill Road residents, Councillor N Childs and Councillor G Duck.

1. Questions from Members of the Public

- 1.1 T Cozens, Godstone – Discussed the plans for the Pavilion work with the council and confirmed he was the council's main point of contact for the project.
- 1.2 of Ivy Mill Road residents, Godstone – A number of residents spoke of the concerns in relation to the planning application 2018/2264. A summary of the concern raised is the parking and access impact of the development, flood risk and over development of the site. There was a consensus, although not unanimous, that the site could be developed, but that it should be done in a reasonable way.

2. County and District Councillors

- 2.1 Councillor N Childs and Councillor G Duck spoke about the Gatwick consultation.
- 2.2 The issue with the gate and access to Bay Pond footpath by the youth centre was noted.
- 2.3 Councillor J Gardner raised a discussion point in relation to the process that was agreed at the Tandridge District Council Planning Policy Committee (PPC) meeting concerning the Chief Executive and Planning Officer dealing with future decisions in relation to the Local Plan. It was noted that there were some amendments to the original motion as members of the PPC sought to ensure a democratic decision-making process in relation to decision concerning the Local Plan.

3. Apologies and reasons for absence

- 3.1 Apologies have been received from Councillor R Johnson due to personal commitments.

4. Declarations of Interest

- 4.1 Precept for the year 1 April 2019 - 31 March 2020 - Dispensation granted to each Member of the Council to enable them to vote on the setting of the authority's Council Tax precept for 2019/20. These dispensations had been granted on the grounds that the transaction of business would have been impeded given the number of Councillor's who would otherwise be prohibited from participating in this item of business.
- 4.2 Councillor D Stone in relation to item 7.2 as he is the Sports Association Treasurer.

5. Minutes of the previous meeting

- 5.1 Councillors considered the minutes of the meetings held on Monday 3 December 2018.

RESOLVED – Councillors agreed that the minutes of the meeting held on Monday 3 December 2018 were an accurate record of the meetings and should be signed by the Chairman.

- 5.2 Councillors noted that the minutes of the Extraordinary meeting held on 17 December 2018 would be presented at the Parish council meeting on 4 February 2019.

6. Neighbourhood Plan Committee

- 6.1 It was acknowledged that following the extraordinary meeting the Emerging plan had been delivered to Tandridge District Council (TDC) on 18 December 2018.
- 6.2 It was noted that the next committee meeting will be held on 28 January 2019 at 8pm at the South Godstone Sports Association.
- 6.3 It was noted that results of the survey carried out would be circulated to councillors for information.
- 6.4 It was noted that work continues to ensure that the plan conclusions link back clearer to evidence.
- 6.5 It was discussed that the Parish council want to ensure that enthusiasm to complete the plan continues and it was agreed that the Chairman would attend the next Neighbourhood Plan Committee meeting.

7. Motions proposed for discussion by Councillors and any business which the Chairman deems Urgent (Standing orders 5.4)

7.1 New village car park project

- 7.1.1 UKPN Ducts – It was reported that on investigation about how to deal with the UKPN powerlines in order to construct the crossover for the car park it would cost around £34k. The cost is due to the regulations for such work to be carried out and the requirement for specific qualified contractors.

- 7.1.2 BT – It was reported that investigations in relation to dealing with BT ducts are ongoing, but that there is concern over the potential cost implications of what we might be required.
- 7.1.3 There was a general discussion about the concerns in relation to the viability of completing the car park project due to utilities in the area where the crossover is to be constructed. It was noted that the Clerk and Chairman would investigate a change to the current planned entrance to see if it is viable to use the current crossover for the site.

ACTION – 1/2019 – 1 – Clerk to investigate if it is possible to change the entrance to the current access.

7.2 Sports Association Pavilion (next to the Tennis courts and Bowling Green) Refurbishment Project

- 7.2.1 Councillors noted information provided during the public forum and other correspondence to date.
- 7.2.2 The council summarised the matters that need to be addressed in advance of work starting:
 - i. The risk assessment information on mitigation measures, probability and impact;
 - ii. Access over the green, including considering other users of the Green i.e. during school drop off and pick up;
 - iii. Dependent on agreed actions for access over the green. – Public Liability Insurance amount;
 - iv. Responsibility in the event of an incursion occurring if the gate is used irresponsibly;
 - v. Any skip should be placed considerately in a car park for no longer than a week and the contractor should ensure that the area is kept tidy;
 - vi. Considerate use of the car park; and
 - vii. Vulnerability of Godstone Green and expectation that any damage to be rectified.
- 7.2.3 It was noted that there was a meeting between the Sports Association, council and contractor arranged for Thursday 10 January 2019.
- 7.2.4 It was noted that T Cozens would be the representative of the Godstone Sports Association that is the first point of contact for the Parish council.
- 7.2.5 Portaloos will not be used which deals with concerns of vehicular access to service them.

8. Tandridge District Local Plan and Garden Village

8.1 It was reported that the Tandridge District Local Plan had been passed at the Tandridge Planning Policy Committee meeting held on 19 December 2018.

8.2 Parish councillors who had attended raised concerns about adequacy of the democracy of the meeting and noted the number of councillors abstaining.

9. Reports

9.1 Action taken – to review and ratify as applicable

9.1.1 Waste Consultation on changes to the Community Recycling Centres - Surrey County Council.

RESOLVED – Councillors ratified the Parish Councils response to the Waste Consultation submitted by email on 14 December 2018.

9.1.2 Allotment Agreement Review – Circulated to Parish Councillors, it was noted that the Clerk had not had time to review the changes in advance of this meeting.

RESOLVED – Councillors approved the updated Allotment Agreement in principal, subject to the Clerk having the opportunity to read the document and raising any concerns by email if necessary.

9.1.3 CIL Applications to TDC – Councillors noted the information in relation to TDC CIL bidding process, the CIL bid form and the guidance on applications, Validation checklist and weighting criteria.

9.2 Clerks Report, to include:

9.2.1 Privacy Policy – Councillors noted the Model policy circulated with meeting papers and noted that it was being discussed with the council's IT support consultant.

RESOLVED – Councillors approved the Privacy Policy, subject to any amends deemed necessary by the Clerk on a report from the IT Consultant. Any material changes to be reported to the Parish council.

ACTION – 1/2019 – 2 – Clerk to publish the Privacy Policy on the Parish website.

9.2.2 Website – A breakdown of costs had been provided of costs incurred from the previous IT supplier

RESOLVED – Councillors unanimously agreed that the release fee and invoice be paid to enable the final actions to be completed to direct website visitors to the new website.

9.2.3 May elections – It was noted that Elections are run on a ward basis.

ACTION – 1/2019 – 3 – Clerk to circulate the appropriate forms to councillors to confirm if they wish to stand again.

9.2.4 Electricity supplier – Councillors noted the information on tariffs provided by the Clerk.

RESOLVED – Councillors unanimously agreed that the energy supplier be change to British Gas on a three-year term to make a saving on the Parish's expenditure on energy supply and to appoint Love Energy Savings.com Limited as the Parish council's energy procurement supplier.

ACTION – 1/2019 – 4 – Clerk to make the necessary arrangements to change energy suppliers and sign the Letter of Authority appointing Love Energy Savings.com Limited.

9.2.5 BT – It was noted that BT costs are still being followed up.

9.2.6 Grass Cutting and Maintenance Contractor tender – It was noted that it was sensible to start to prepare for the tender to allow plenty of time for the tender before the 31 October 2019 deadline.

ACTION – 1/2019 – 5 – Councillors M Gillman and M McLoughlin, liaising with the Clerk as necessary, will prepare the tender specification for the maintenance and grass cutting tender.

9.2.7 Checking of rubbish bins in the district – Councillors noted the project being under taken by TDC discussed at the Chairman and Clerks District meeting.

ACTION – 1/2019 – 6 – Councillors to report if they believe more bins are required in their inspection list areas.

ACTION – 1/2019 – 7 – Blindley Heath Cricket Club require an extra bin.

9.2.8 Councillors noted the Clerk had dealt with the request for bollards to be put on triangle opposite Coughlan's to stop vehicles parking on the double yellow lines and bumping up the curb.

9.2.9 Election Briefing – Clerk Training at a cost of £40.

RESOLVED – Councillors unanimously agreed that if the Clerk is able to attend, she should do so.

9.3 **Chairman's Report – (for noting) information only** – Matters raised during the course of the meeting.

9.4 **Reports (for noting) from representatives on outside bodies**

9.4.1 Parish Clerks and chairman meeting - Wednesday 5th December 2018 – Councillors noted the report from the meeting which the Clerk and Councillor C Farr attended:

- i. SCC councillor Rose Thorn report on figures with regard to Local committee budget and individual ward SCC councillors spending;
- ii. Director of Place Piers Mason discussed his move away from planning and his new role and involvement with Customer first and working with communities
- iii. Replacement programme of litter bins and overhauling public conveniences is underway.
- iv. The topic of match funding for items does continue and parishes helping to fund projects.
- v. Gatwick consultation - Comments deadline is 10 January 2018 noting three options that are not necessarily exclusive, link is: <https://surveys.ipsosinteractive.com/mrIWeb/mrIWeb.dli>
- vi. Report from SCC Councillor Macintosh was along the lines of Councillor Thorn's, but also eluding that SCC is in financial trouble.

ACTION – 1/2019 – 8 – Referring to item 9.4.1 v. - Councillors to respond to the consultation individually. Councillors C Farr to liaise with the Clerk to ensure that the Parish council response is submitted, noting concerns such as impact on local traffic; what is not clear about flight paths; and an increase in the frequency of flights.

10. Current Planning issues

10.1 Planning Applications – Councillors considered the following applications:

2018/2264	Land to the Rear of 10-16 Ivy Mill Close, Godstone, RH9 8NG	Erection of two buildings comprising of 2x3 bed dwellings and 4 x self-contained flats with associated and parking space	OBJECTION as consider it is overdevelopment of the site and there are also concerns about the access to the site. The Parish council also note that there are already parking issues in this area and so are concerned that a development of this size could add to the parking issues. The Environment Agencies objections to the application were noted.
2018/2388/ NH	20 Salisbury Road, Godstone RH9 8AB	Erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6 metres, for which maximum height would be 3 metres, and for which the height of the eaves would be 2.84 metres (notification of a proposed larger home extension)	This is a matter for the planning officer as it is in relation to Building Regulations – NO Comment .

10.2 Application for Certificate of Lawful Development – Councillors note the application, but as it is for a Certificate of Lawfulness there was no discussion.

2018/2405	Meridian, Hare Lane, Blindley Heath, RH7 6JB	Development of a crown roof front porch (Application for a Certificate of Lawful Development for a Proposed Development)
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Finance

10.1. Accounts for payment – Councillors considered the list of invoices for **DECEMBER** for payment:

Ref.	Business	Invoice	Invoice Date	Payment For	Invoice amount	VAT	Invoice Total
Invoices for payment							
GP459	S Endersby			Expenses	£7.81		£7.81
GP463	S Endersby			Expenses	£23.38		£23.38
GP464-466	Salaries			Salary x 3 employees	£1,890.20		£1,890.20
GP467	HMRC			NI and Income Tax	£255.02		£255.02
GP471	Ultralite	1968	2/1/2019	Christmas lights (incl Repairs)	£375.00	£75.00	£450.00
GP472	Gardenwise Estate Management	05-699	30/12/2018	Maintenance	£1,728.00		£1,728.00
GP479	NKODIT	GPC01/05	1/12/2018	Old website Fees	£ 332.07		£332.07
DIRECT Debit Payments							
GP468	NEST			Dec - Pension contributions	£92.00		£92.00
GP469	EON	H167D2D16E	12/11/2018	Electricity - Adjusted Bill	£21.15	1.06	£22.21
GP470	EON	H16A7F95D0	30/12/2018	Electricity (Nov - Dec)	£35.43	1.77	£37.20
GP473	BT	M073 E6	17/12/2018	Telephone and internet	£73.96	14.79	£88.75
Total Payments for December					£4,834.02	£92.62	£4926.64

RESOLVED - Councillors approved the payments listed totalling £4926.64 on payment of salaries and two councillors countersigned all invoices.

RESOLVED - Councillors unanimously approved the use of 'Christmas Lights' designated funds to cover the cost for Invoice GP471.

ACTION – 1/2019 – 9 – Clerk to arrange the payment of all the invoices detailed and arrange for the appropriate action to transfer designated funds to cover invoice GP471, ensuring that the cost of the replacement light bulb at Blindley Heath is not covered by the designated funds.

10.1.1 Councillors noted that the exercise to balance the HMRC payments due to a credit has been completed.

10.1.2 It was noted that the costs of the Christmas lights electricity bill had been received from Blindley Heath Cricket Club.

RESOLVED - Councillors unanimously reiterated their approval of the continuous annual grant of £100 be paid to Blindley Heath Cricket Club.

ACTION – 1/2019 – 10 – Clerk to arrange the payment of the Grant of £100 to Blindley Heath Cricket Club.

10.2. Summary Financial Report to **NOVEMBER**

Councillors acknowledged receipt of the detailed financial summary, including spend against budget with a summary detailed below:

		November	Month		8
		Actual to date	Annual		Pro rata
	2017/18	2018/19	REVISED 2018/19 Budget	Designated /Restricted Funds	2018/19 Budget
Receipts TOTAL	98,485.93	83,575.57	76,816.00	1,750.00	74,349.67
Total Administration	43,654.16	19,797.02	37,400.00	0	24,933.33
Burial Grounds	9,273.70	12,102.00	8,000.00	0	5,333.33
Total of 'Other' Payments	40,050.02	52,933.37	184,940.00	101,099.43	127,626.67
TOTAL PAYMENTS	123,051.52	99,884.82	252,740.00	101,099.43	187,760.00
Surplus/Deficit	-24,565.59	-16,309.25	-175,924.00		-113,410.33
Accumulated fund brought forward	176,991.00	152,425.29	152,425.29		
Accumulated fund carried forward	152,425.29	136,116.04	-23,498.71		
Current Account		136,080.04			

Current Accumulated Carry fwd. figure - Allocated reserves = 33,266.61 is the Total General Funds available

Monies received – Councillors noted monies received in NOVEMBER as detailed below:

Wayleaves	210.01
Burials	1475

1685.01

10.3. Report from the Finance Committee meeting held on 11 December 2018:

11.3.1 Councillors noted the following recommendations:

- i. Finance Regulations reviewed, and no amendments proposed and recommend adopting the regulations;
- ii. Clerk asked to prepare a breakdown of spend so far on car park and predicted spend to review the allocated money;
- iii. Recommendation that the full Parish council review its objective in relation to Grants;
- iv. NALC/SSALC subscription for 2018/19 is: (Last year was £1684.51)

SSALC Subscription	1433.5125
NALC Subscription	315.5985
Total Due	1749.111

RESOLVED - Following the recommendation made by the Finance Committee Councillors unanimously agreed that the Finance Regulations be adopted by the Parish Council.

RESOLVED - Following the recommendation made by the Finance Committee Councillors unanimously agreed that the Parish council review its objective in relation to Grants, but that this should be carried out following the Elections in May 2019.

RESOLVED - Following the recommendation made by the Finance Committee Councillors agreed that the subscription for NALC and SSALC for 2018/2019 be approved for payment on receipt of the invoice. Councillor B Davis abstained from voting.

ACTION – 1/2019 – 11 – Clerk to ensure the Financial Regulations are updated to note the review and are published on the Parish Council website.

ACTION – 1/2019 – 12 – Clerk to schedule the review of the Grants as part of the Parish councils aims and objectives following the Elections in May 2019.

11.3.2 Agree Budget 2018-2019

Councillors noted the information presented to them in relation to the Budget that had been prepared at the Finance Committee meeting held on 11 December 2018 as detailed below had 'Actual' figures detailed, which were correct at the time of the Finance Committee meeting.

		October	Month			
		Actual to date	Annual		General Fund	29,354
					DRAFT Budget - 2019-2020	Budgeted Reserves
Receipts	2017/18	2018/19	REVISED 2018/19 Budget			
Precept	53683.00	55683.00	55,683	Precept	60,425	
CIL	8,127	383	383	CIL	2,000	
Burial Grounds	19125.00	12039.00	12,000	Burial Grounds	14,000	
Greens and Commons	1750.00	990.87	1,600	Greens and Commons	1,000	
Rents	4063.41	2249.19	5,000	Rents	5,000	
Bank Interest, Donations & Grants	667.00	0.00		Bank Interest, Donations & Grants		
Blindley Heath – Management Grant	0.00	0.00		Blindley Heath – Management Grant		
Christmas Lights	745.00	0.00	400	Christmas Lights	500	
Hilly Fields	0.00	0.00		Hilly Fields		
Pond (GG)	0.00	0.00		Pond (GG)		
War Memorials	0.00	0.00		War Memorials		
VAT Refunds	9325.54	3383.89		VAT Refunds		
Neighbourhood Plan	0.00	1750.00	1,750	Neighbourhood Plan	2000	
Monies held for Local organisations	1000.00	0.00				
Godstone Green Defence - Donations		1105.00			0	
TOTAL	98485.93	77584.25	76816.00	TOTAL	84,925	
Payments				Administration		
Administration				Salaries and Clerks Expenses	25,000	
Salaries and Clerks Expenses	25436.40	10403.24	22,500	Rent/Rates/Insurance	4,500	
Rent/Rates/Insurance	8744.70	3037.96	4,500	Heating/Lighting/Telephone/Postage etc	2,200	
Heating/Lighting/Telephone/Postage etc	2052.98	726.66	2,500	Training Councillors and Staff	500	
Training Councillors and Staff	373.00	105.00	700	Maintenance/Office Equipment	4,000	
Maintenance/Office Equipment	3836.89	1068.44	3,500	Audit/Allowances/Sundries	4,000	
Audit/Allowances/Sundries	3210.19	2566.86	3,700	Total Administration	40,200	
Total Administration	43654.16	17908.16	37,400			
				Burial Grounds	8500	
Burial Grounds	9273.70	12102.00	8,000			
				Greens and Commons		
Greens and Commons				Maintenance Contract	12000	
Maintenance Contract	16615.11	1577.34	12,000			
				Godstone Green	5900	
Godstone Green	6819.98	7903.88	5,900	South Godstone	300	
South Godstone		288.00	0	Blindley Heath Common - Not SSSI	3000	
Blindley Heath Common - Not SSSI	6393.55	4046.00	3,000	Hilly Fields (not allotment site)	500	83
Hilly Fields (not allotment site)	0.00	715.21	500	Tilburstow Hill Common	1000	
Tilburstow Hill Common	245.00	558.00	1,000	Total Greens and Commons	22700	
Total Greens and Commons	30073.64	15088.43	22,400			
				Allotments	1000	
Allotments		1228.80	840	Tree Survey (Across the Parish)	10000	
Tree Survey (Across the Parish)		0.00	10,000	Notice boards and bus shelters	1000	
Notice boards and bus shelters	2875.87	1146.00	3,000	Grants and Donations	5000	
Grants and Donations	4840.98	700.00	15,000	CIL		
CIL	-	-	-	Hilly Fields Car Park	0	93,222
Hilly Fields Car Park	4860.17	8570.00	110,000	Children's Playground	0	2,200
Children's Playground	11467.50	2727.49	2,000	Blindley Heath - SSSI - SWT	2200	
Blindley Heath - SSSI - SWT	0.00	2121.24	2,100	Blindley Heath – GPC Management obligati	500	
Blindley Heath – GPC Management obligati	7779.85	1792.79	1,500	Christmas Lights	500	488
Christmas Lights	475.08	99.50	2,500	Neighbourhood Plan	2500	734
Neighbourhood Plan	0.00	1516.41	2,500	Hilly Fields		
Hilly Fields	320.00	0.00	-	Ponds	500	340
Pond (GG)	0.00	0.00	500	War Memorials	1000	
War Memorials	1432.72	1855.00	5,000	Projects - Path on the green	3000	
Monies held for Local organisations	0.00	0.00	-	Projects - Path at the burial ground	2000	-
Defence of Godstone Green (incl. Blindley Heath Defen		14829.69	-	Fees for Professional Services (Local Plan Consultation - Inspection Stage)	19000	2,867
Fees for Professional Services (Local Plan Consultation - Inspection Stage)	0.00	10132.58	30,000	VAT for Reclaim		
VAT for Reclaim	5997.85	6154.40	-	Total (Other) Payments	48200	
Total (Other) Payments	40050.02	52873.90	184940.00	TOTAL PAYMENTS	119600	
TOTAL PAYMENTS	123051.52	97972.49	252740.00			
Surplus/Deficit	-24565.59	-20388.24	-175924.00			
Accumulated fund brought forward	176991	152,425	152,425		132,037	
Accumulated fund carried forward	152,425	132,037	- 23,499			

11.3.3 Precept for 2018-2019 – To enable the councillors to make an informed decision the councillors noted the following information provided in relation to the Precept being recommended by the Finance committee of £60,425.

Precept and Banding Calculator

<u>Current Year</u>		<u>Next Year</u>	<u>Increase</u>
£55,683	Precept	£60,425	8.52%
2,491.8	Tax Base	2,499.1	0.29%
£22.35	Band D	£24.18	8.20%
	Band D increase per £1,000 precept rise	£0.40	

<u>Current Year</u>		<u>Next Year</u>	<u>Weekly Increase</u>
£14.90	Band A	£16.12	£0.02
£17.38	Band B	£18.81	£0.03
£19.86	Band C	£21.49	£0.03
£22.35	Band D	£24.18	£0.04
£27.31	Band E	£29.55	£0.04
£32.28	Band F	£34.92	£0.05
£37.24	Band G	£40.30	£0.06
£44.69	Band H	£48.36	£0.07

RESOLVED - Following the information provided by the Finance Committee Councillors, councillors unanimously agreed that the precept for 2018-2019 be set at £60,425.

ACTION – 1/2019 – 12a – Clerk to completed TDC paperwork in relation to the Precept for 2018/2019.

10.4. Restricted Funds Summary, Designated Funds Summary and Virements – Councillors considered the following matters:

10.4.1 Playground funds – Should restricted funds for the Playground be a virement to cover earlier costs in the year spent on the playground (i.e. raking after incursino, filling in bank dug by an animal, inspection annual report fee).

RESOLVED – Councillors unanimously agreed that there be no virement and that funds currently allocated against the Playground be used for the future project of a path across the Green to the Playground.

11. Greens, Commons and Land - To receive updates and consider any recommendations:

12.1 Inspection Reports – Some reports had been received and E Cross will chase outstanding reports.

12.2 Allotments

12.2.1 Hilly Fields Site - It was noted that there would need to be a large container bin provided in May to clear the allotments at the Hilly Fields.

ACTION – 1/2019 – 13 – Clerk to arrange a container bin at the appropriate time for the tidying of the Hilly Fields allotment site at the end of May 2019.

12.2.2 Salisbury Road Site - It was reported that the mound of rubbish remained but had not got bigger.

12.2.3 Salisbury Road Site - Weed reduction and maintenance of vacant plots was considered.

RESOLVED - Councillors unanimously agreed that measures to reduce weeds on vacant plots be taken and geotextile matting be used.

RESOLVED - Councillors unanimously agreed that following costs provided for the matting, if the Chairman could source matting at a more reasonable price then the most reasonably priced matting should be used. The total amount to be spent on the matting should not exceed £400 (before VAT).

ACTION – 1/2019 – 14 – Clerk to liaise with the maintenance contractor for this work to be carried out.

12.3 Godstone and Godstone Green – It was reported that:

12.3.1 Grass cuttings next to Pavilion had now been cleared by the football team;

12.3.2 There is still an old goal post behind the bus stop on the Green that the football team have been asked to move.

ACTION – 1/2019 – 15 – Clerk to liaise with football team about old goal post.

12.3.3 The Village sign on the A25 is to be repaired by Surrey County Council (SCC).

ACTION – 1/2019 – 16 – Councillor M McLoughlin to liaise with the Parish contractor if there is a delay in SCC repairing the village sign.

12.4 South Godstone – Nothing reported for discussion.

12.5 Hilly Fields – Nothing reported for discussion.

12.6 Blindley Heath

12.6.1 Wayleaves – Councillors noted that correspondence had been received in relation to the Wayleave rent increase. It was also noted that work to ensure all wayleaves are paid continues.

12.6.2 Work by UKPN – It was noted that SWT and NE have acknowledged work to take place as per map provided.

12.6.3 Councillors considered the request for an opinion on the potential of a cricket net being put on the common. It was noted that councillors would consider the proposal on more information being provided.

ACTION – 1/2019 – 17 – Clerk to liaise with Blindley Heath Cricket club for more information no cricket nets.

- 12.6.4 Work on SSSI/Natural England – Councillors noted that the response to Elmshades P006 and Oaklands P029 requests for consent for road verge cutting activities on Blindley Heath SSSI had received consent by Natural England.
- 12.7 Tilburstow Hill Common and The Enterdent
 - 12.7.1 Councillors noted the response in relation to concerns raised by the Parish council about Garden being created at the Enterdent being addressed by the parishioner contacted.
 - 12.7.2 Councillors noted that Councillors D Stone and M McLoughlin will visit parishioners about the removal/cutting back of a tree near a garden plot.

12. Burial Grounds

- 13.1 Applications for Exclusive Rights of Burial – the following application was noted by councillors: Robinson – 601 – Parishioner
- 13.2 Applications for consent to erect Memorials - the following application was noted by councillors: 573 – O'Reilly/Moorewood – It was noted that this memorial falls outside of the regulation measurements. Councillors considered the information provided noting the width of the memorial is outside regulation size and that the stepped design of the memorial would mean the memorial was not a solid stone over the regulation depth and that the plinth base is well within the depth requirement

RESOLVED – Councillors unanimously agreed that the width restriction as detailed in the regulations is upheld and enforced. It was agreed that the depth of parts of the design over regulations be allowed.

ACTION – 1/2019 – 18 – Clerk to liaise with the Stonemason and family.

- 13.3 War Memorials – Work on the path at St Nicholas to the war memorial was noted.
- 13.4 Posterngate Farm Memorial Site – No discussion.

13. Correspondence

Councillors noted the following correspondence had been circulated by the Clerk by email:

- i. OLRG 7 Ellice Road car park
- ii. Surrey Hills Management Plan Survey - Have your Say – Deadline 13 Jan 2018
- iii. TDC Chairman and Clerk – meeting notes
- iv. News: Statement from the Leader of Tandridge District Council, Councillor Martin Fisher - Ellice Road car park redevelopment
- v. Reference: ME-598851 - Surrey Highways: TRO - SELBOURNE SQUARE (D403) AND BAKERS MEAD (D403), GODSTONE
- vi. Press release: Committee to consider whether to approve the submission of the Local Plan
- vii. Reference: ME-600332 - Surrey Highways: TRO BYERS LANE (C71), SOUTH GODSTONE
- viii. Press release: Ellice Road car park redevelopment agreed and put on hold
- ix. Tandridge District Council Local Plan Newsletter 12.12.2018
- x. Press release: Tandridge District Council's response to Surrey County Council consultations
- xi. Tandridge District Council's response to Surrey County Council consultations
- xii. Surrey County Council consultations
- xiii. Press Release: Committee approves the submission of the Local Plan
- xiv. OLRG 7 Local Plan update
- xv. Minutes for Tandridge Local Committee, Friday, 30 November 2018, 10.15 am
- xvi. Licence OK1088400 Blockade Services Ltd : Traffic Commissioners final decision letter

14. Matters for reporting or inclusion on future agendas

- 14.1 Confirm all points raised by the Internal Auditor have been addressed.

ACTION – 1/2019 – 19 – Clerk to ensure that item 14.1 is included at the next meeting.

- 14.2 The next meeting of the Parish Council will be held at 7.30 pm on Monday 4 February 2019 at St Stephens Church, South Godstone

Part 2 – None.

-----Meeting ended at 10.10pm-----

Chairman

Date