

Godstone Parish Council

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

Clerk to the Parish Council

S Endersby

Admin Assistant

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NOTES

Members are summoned to the Virtual Meeting of Godstone Parish Council to be held on
Monday 2 November 2020 at 7.30pm by Zoom Video conference call

1. **Questions from Members of the Public** – To assist the management of the virtual meeting, you are welcome to contact the Clerk in advance of the meeting to confirm you would like to ask a question.
2. **Apologies and reasons for absence** - *Cllr B Davis, personal commitments.*
3. **Declarations of Interest**
4. **County and District Councillors** – Brief report on matters affecting the Parish
5. **Minutes** of the previous meeting held on Monday 5 October 2020
6. **Motions proposed for discussion by Councillors**
7. **Reports**
 - 7.1 Action updates or action taken – to be ratified (if any)
 - 7.1.1 Emergency Assistance Fund Grant

Ratify emailed agreement for 2nd Grant to St Stephens for £200
 - 7.1.2 Councillor Vacancy to be filled by co-option at December 2020 meeting if any applications received. Application deadline is 27 November 2020 for applications to be submitted.
 - 7.1.3 Pond signage – Update on proposal – An example....



7.2 Clerks Report

- 7.2.1 Christmas Lights – Confirmation of switch on date
- 7.2.2 Data Protection refresher - Reiterated about emails and Chinese wall
DPIA
Compliant Counsel Support package

- 7.2.3 Budget Preparation for Finance Committee
- 7.2.4 Christmas lights – Date to switch on, perhaps Monday 23 November?

7.3 Chairman's Report – (for noting) information only

7.4 Reports (for noting) from representatives on outside bodies etc

7.5 Inspection Reports – Confirmation of reports received and any urgent matters arising

8. Current Planning issues

- 8.1 Planning Committee report from 28 September 2020

8.2 SSALC briefing details on the Planning White paper Consultation - Cllr C Farr attended. Planning White Paper Briefing - recording and slides have been circulated.

9. Finance Matters

- 9.1 Accounts for payment - to approve **OCTOBER** accounts for payment
- 9.2 Grant request - Consideration of Grant Application received
 - 9.2.1 Scouts £2k

10. Greens, Commons and Land - To receive updates and consider any recommendations, to include:

10.1 **Godstone**, to include:

10.1.1 Car park – Update on current progress and matters arising in relation to progress

Papers to SCC submitted, including letter from Parish about Covid Compliant Contractor.
Dwell Period – Requirement to consider potential costs to ensure site area is safe.
Due Diligence for the cross over period between parties working on the area.

10.1.2 Condition of football club goal mouths

10.1.3 Playground – Update - Noting the email of 19 October 2020, briefly summarised below

- i. Arrangements for regular cleaning of equipment and notices in relation to Covid

CLEANING

- Maintenance contract states contractor to carry out Risk Assessments on each job, Clerk will request COVID compliance is included in assessment.
- Maintenance Contractor confirm has spray equipment
- Investigation in to cost of anti-bacterial cleaner – Esteem, odourless and a contact time of 5 minutes to be effective. A 12ltr Backpack sprayer would require 80ml of the product.

Product Code	Description	Pack Size	Price
031.060	Evans Esteem™ Unperfumed Cleaner Sanitiser	5ltr	£7.76
019.068	Pelican Pump 30ml dose (Ouncematic)	Each	£2.29

I have the certificate, MSDS, Micro Profile and information sheet on the Esteem.

NOTICE - Proposed details that users should comply with:

- Promote cleaning of equipment by users, parents, guardians and carers, particularly where there are clear touch points
- Bring hand sanitiser gel or wipes to clean children's hands
- Hand hygiene, particularly washing/sanitising of hands at the beginning and end of play
- Reminder users not to touch their faces, and to cough or sneeze into a tissue or arm when a tissue is not available
- Reminder not to put mouths on equipment or hands in mouths
- Promote the need for social distancing
- Be considerate and if someone is already using a piece of equipment please wait so there are not to many users on any one particular piece of equipment to minimise the transmission risk of COVID-19.
- Suggest that only 1 family member accompanies a child to allow plenty of space for social distancing.

ii. Playground Safety - Short term Repairs

Item	Action
Sand	Weekly instruction for Maintenance contractor to rake the sand to ensure an even spread and that matting is not a trip hazard and concrete path is clearly visible.
Swings	Remove top two worn links of current flat seat swings and return to equipment
Areas of the Embankment Slide	Repairs to the wooden step sections either side of the slide. Instruct maintenance contractor?
Climbing posts	Removal of rotted parts of the climbing posts

iii. Planning for the playground's long-term future - What is to be achieved as part of the grant Application – Draft started

Medium to Long term Future planning		Priority Given?
Fencing and Gates	Install gates to prevent access by animals and review fencing/mound areas, to assist in keeping dogs out.	High, as soon as money available?
Embankment Slide	Life of equipment is 1-3 years, plan to replace within 3yrs.	Medium/High?
Climbing posts (Vacant Area)	Install new piece of equipment in area left empty by posts being removed.	Medium?
Removal of Sand and new surface	Ultimately replace the sand for a soft bouncy surface around equipment or across the whole surface, dependent on finance available.	Medium/High?
Benches	Will eventually need replacing as beginning to rot	Low
Path to the Playground	Include as part of the long-term project to improve accessibility??	
Summary- As part of the future planning for the playground's future a detailed review of the current equipment and plans for the play area, subject to funding to be carried out.		

Consideration of the Financial Position - Set out in the email, currently £13.5k of unallocated CIL funds and the unexpected £10k Business Grant from Tandridge (currently included within the General Fund). Carpark at this point as allocated funds stand at a bare minimum with no contingency, it would perhaps be prudent to consider a contingency for this project, particularly as the cable work, which is the most unpredictable section of work, has not started.

Godstone Parish Council

Reserves as at 1 September 2020 (OCTOBER meeting)

	01/04/2020 Receipts	Payments	Trfs	Cfwd
General fund	25445.32	49271.66	-26252.3	48464.67
Designated Funds				
Hilly fields Car Park (See also Resrticted Funds)	37806.02	-	- 442.50	37,363.52
Children's Play Ground	1441.66	-	-	1,441.66
Restricted Funds				
CIL - funds received current FY2020-2021	0	4,578.46	-	4,578.46
CIL 2019 - Cfwd from CIL funds received 2019	9098.46	-	-	9,098.46
CIL - Hilly Fields Car Park Project	28098.08	-	-	28,098.08
CIL - Project - Path on the Green CIL FUNDS	3000	-	-	3,000.00
CIL - Project - Path at the burial ground CIL FUNDS	2000	-	-	2,000.00

AS AT 1 September 2020 (OCTOBER meeting)

Total Funds allocated to Car Park	65,461.60
Unallocated CIL funds	13,676.92

CIL - funds due in October FY2020-2021

	8,136.42			8,136.42
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Estimated figures up to 31 September 2020 (NOVEMBER meeting)

Total Funds allocated to Car Park	65,461.60
Unallocated CIL funds after October payment	21,813.34

Funding for longer term/larger plans - Validation checklist and Criteria for any CIL applications, basic requirements project to be £100k, 3 tenders required and professional drawings to support application. Copy of the Tandridge CIL application form provided to Cllrs for consideration.

Noting information provided above since the last meeting, confirm arrangements to proceed/next steps.

10.2 **Hilly fields**, to include:

10.2.1 Update on repairing of the fence – Outstanding action with Clerk to contact residents.

10.3 **Bounty and Allotments**

10.4 **Tilburstow Hill/The Enterdent**

10.4.1 Notice: Yanlet Pit to Walton (TG) – Pipeline Survey Your ref: TG/SU/TA/1190/CH/CIPs – Note correspondence circulate to Cllrs confirming PL and no mess to be left.

10.4.2 Japanese Knotweed

10.5 South Godstone

10.6 Blindley Heath

10.7 Car Park height barrier

11. Burial Grounds and Memorials

11.1 Burial Ground and Churchyard - consider any issues arising

11.2 Applications for Exclusive Rights of Burial

11.3 Memorials

11.3.1 Applications for consent to erect Memorials – to be reported by the Clerk

Carr (173) Restoration of stone and address with issue of where the ground has sunk, solution proposed is to have a new concrete base 1" above ground level and a new slightly smaller Yorkstone base to sit between the existing base and the foundation.



11.3.2 Request to grant permission for work on the memorial, by way of the [Local Authorities' Cemeteries Order 1977](#) Article 10 item 1b

Lilley – 349 - This is due to issues in relation to the transfer of the EROB.

10.—(1) A burial authority may grant, on such terms and subject to such conditions as they think proper - (b) to the owner of a right described in (a)(i) or (ii) (or to any person who satisfies them that he is a relative of a person buried in the grave or vault, or is acting at the request of such a relative and that it is impractical for him, or such relative, to trace the owner of the right so described), the right to place and maintain, or to put any additional inscription on, a tombstone or other memorial on the grave space, grave or vault in respect of which the right so described subsists;

11.4 War Memorials and Postengate Farm Memorial Site

12. Correspondence

News: Spelthorne added to government watchlist - update 3pm

Article from the Guildford Dragon news on the Surrey unitary bid

Reference: ME-886460 - Surrey Highways: Tandridge Parking Review 2020

Surrey ALC Ltd - Notice of the Annual General Meeting 2020 – Noting Guest Speaker Tim Oliver, SCC.

NALC - CHIEF EXECUTIVE'S BULLETIN

Decision notice Mercers South Quarry, Bletchingley Road, Nutfield, Surrey RH1 4EU

News: An update on COVID-19 cases in Surrey

Community Projects Fund

Remembrance Sunday - 8th November 2020

News: An update on COVID-19 cases in Surrey

Reference: ME-805660 - Surrey Highways: TRO - IVY MILL LANE (D397) GODSTONE TEMPORARY PROHIBITION OF TRAFFIC NOTICE NO.2 2020

News: Elmbridge moves to Tier 2 of government's new local COVID alert level

Update – gas network upgrade in Ray Lane, Lingfield

TLAG update

Agenda for Tandridge Local Committee, Friday, 6 November 2020, 10.15 am

13. Matters for reporting or inclusion on future agendas

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 **7.30 pm** on **Monday 7 December 2020** by **ZOOM Conference call**