

Godstone Parish Council

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

Clerk to the Parish Council

Mrs S Endersby

The Bounty
Godstone Green
Godstone, Surrey
RH9 8DY

Telephone/Fax: 01883 744209

MINUTES

of the Meeting of Godstone Parish Council held on
Monday 1 October 2018 at 7.30pm at St Stephens Church, South Godstone, RH9 8EY

Members: Cllrs J Gardner, C Farr, R Johnson, D Stone, J Farnaby, M Gillman
Apologies: Cllrs B Davis, C White and M McLoughlin
In attendance: Mrs S Endersby
Public Forum: P Lymon and F Pavely

1. Questions from Members of the Public

1.1 P Lymon, Godstone

1.1.1 Raised concerns about activities of agencies within the Parish and the impact on the water courses in the area in relation to NORM (Naturally Occurring Radioactive Materials) waste from OTHER well sites being received and disposed of at Godstone.

1.1.2 Are the Parish council aware of the following papers:

- i. IGas Radiological Waste Application No. EPR/NB3292DH/A001 EA Consultation; and
- ii. Environmental Agency - Environment assessment 2016 - https://consult.environment-agency.gov.uk/psc/rh9-8de-island-gas/limited/supporting_documents/Appendix%2011%20%20Hydrogeological%20risk%20assessment.pdf

1.1.3 Councillors Response – The Parish Council stated it has no influence on the Environment Agency but would be happy to review the documents detailed if they are circulated to the council members.

1.2 F Pavely, Godstone – Can the Parish council confirm if the new car park is still going to be built.

Councillors Response – The Parish Council continue to work on this project and are dealing with certain factors delaying the start of the construction.

2. County and District Councillors

2.1 Councillor R Thorn, Surrey County Councillor

2.1.1 Report in relation to financial matters at Surrey County Council

2.1.2 Report on her member allowance for local matters and explained that the Parish council could make requests but would need to be as soon as there is a deadline being imposed for funds to be allocated.

2.1.3 Parish council requested funds towards the crossing that we are now being informed is required by the car park as part of the S278 application to build the car park crossover entrance.

2.1.4 Councillor R Thorn confirmed that she would be happy to contribute to the cost of the change to the project from the members allowance.

3. Apologies and reasons for absence

3.1. Apologies had been received from Councillors B Davis, C White and M McLoughlin due to prior personal commitments.

3.2. Councillors accepted the apologies and the meeting was confirmed as quorate.

4. Declarations of Interest

4.1 It was noted that Councillor Gardner stated an interest in item 11.1 and invoice reference: GP405.

5. Minutes of the previous meeting held on Monday 6 August 2018 and 3 September 2018.

5.1. Councillors considered the minutes of the meetings held on Monday 6 August 2018.

RESOLVED – Councillors agreed that the minutes of the meeting held on Monday 6 August 2018 were an accurate record of the meetings and should be signed by the Chairman.

5.2 Councillors considered the minutes of the meetings held on Monday 3 September 2018.

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

6. Neighbourhood Plan Committee

6.1 The next committee meeting date is to be confirmed.

6.2 The Parish councillors requested that they receive an up to date and realistic timetable for the next stage of the Neighbourhood Plan.

ACTION – 10/19 – 1 – Neighbourhood Plan Committee to report on timetable for the next stage of the plan.

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

7.1 Parish Assembly - Highway Verge Cutting

7.1.1 Councillors noted the extension given to Parish Councils to respond to P Masons, Strategic Director of Place, Planning Tandridge District Council (TDC) letter dated 7 September 2018.

7.1.2 Councillors noted the previous discussions from the Parish council meeting in August (minute ref. 9.4.2).

7.1.3 Councillors considered the amount proposed by TDC of £3,157 as the proportion to be contributed to verge cutting by Godstone Parish Council, noting that this was a 'top up' of funds allocated by TDC:

7.1.4 Councillors discussed how the contribution has been calculated; that there is no specific information provided about the amount of grass cutting that is required in the Parish; and if a contribution was made the amount of involvement of the Parish council (i.e. just to provide funds) to ensure value for money.

7.1.5 Councillors considered contributing to TDC to top up the fund for Highway Verge Cutting.

RESOLVED – Councillors unanimously agreed that there be no contribution made by the Parish council towards the cutting of Highway verges.

ACTION – 10/19 – 2 – Clerk to write to TDC to inform them of the Parish decision on contributing to Verge Cutting.

8. Tandridge District Local Plan and Garden Village

8.1 Parish Councils representation to the Regulation 19 Tandridge District Council (TDC) Consultation

8.1.1 Councillors noted the draft precis of the Parish council's submission on the Local Plan consultation.

RESOLVED - Councillors unanimously agreed the draft text as circulated on 1 October 2018 by Councillor C Farr as a confirmed final version to be published on the Parish Council website and circulated to the agreed list of people as detailed in the email.

ACTION – 10/19 – 3 – Clerk to circulate Submission statement and publish it on the Parish Website.

9. Reports

9.1 Action taken – to review and ratify as applicable

9.1.1 The outstanding actions circulated with the meeting papers were noted and it was noted that councillors should check action allocated to them and follow them up as necessary.

9.2 Clerks Report

9.2.1 Textile recycling company – Councillors considered the request for permission to place a clothes banks on council grounds. Noting that the bin would be emptied weekly and the area cleaned and would pay £400 per month, per tonne clothes collected or standard rental of £70 p/m for each bank.

ACTION – 10/19 – 4 – Clerk to make further inquiries about where in the Parish.

9.2.2 Office Staff – Councillors noted that the new admin assistant's appointment had been confirmed and the new member of staff would be starting at the end of October.

9.2.3 Godstone and the Great War – Councillors noted that copies are available for £5 from D Grose.

9.2.4 Request for a Bootcamp on the Green – Councillors discussed the request and as the Green is common land, people have the right to use for certain activities such as exercising. The council is not able to endorse the suitability of the Green for exercise activities. It was agreed that if a person intends to charge a class of people to participate in activities the council would expect that person to have Public Liability insurance and that the appropriate care is taken i.e. consider noise pollution, leaving no rubbish, risk assessment of the area and that care is taken not to damage the Green.

ACTION – 10/19 – 5 – Clerk to contact the person who made the inquiry.

ACTION – 10/19 – 5a – Clerk to put a sign on noticeboards about using the Green.

9.2.5 Update on Insurance Claim – Councillors noted the report sent by email on 17 October 2018 noting that the insurers have denied liability for this matter.

9.2.6 ICO – Data Protection Fee - Reference: Z3315409 - Renewal – Councillors noted the following:

i. The Clerk referred councillors to the discussion at the meeting in May 2018 and it was noted that on 10 May 218 MPs accepted the Government amendment to exempt all Parish councils and parish meetings in England from the requirement to appoint a DPO under the GDPR.

ii. The Parish council's registration as a data controller under the Data Protection Act 1998 (DPA98) will expire on 28/10/2018 and we are legally required to renew the registration.

iii. Changes to the law - Due to the data protection regime in force we are no longer required to 'notify' or pay a fee under the DPA98. But we are required to pay a new data protection fee under the Data Protection (Charges and Information) Regulations 2018.

iv. Changes to the fee - Under the new regulations, we must still pay an annual fee and based on the information the ICO hold they have confirmed that the Parish council is now required to pay £40.00 under the new regulation.

9.2.7 Request for a memorial Bench or Tree on Godstone Green– Councillors considered the request.

RESOLVED - Councillors unanimously agreed that a proposal for a memorial bench would be considered on confirmation of the following criteria: a hardwood bench be installed; installation costs for the contractor to install and secure the bench on a concrete base to be paid by the family; the inscription to be confirmed; and the requested location to be put forward to the Parish council at the next meeting.

ACTION – 10/19 – 6 – Councillor R Johnson to liaise with the Clerk and the family making the request.

9.2.8 BT bill – It was noted that the invoice for services seems to be getting more expensive and so the Clerk reported that she will investigate this as soon as possible.

ACTION – 10/19 – 7– The Clerk to investigate the BT service deal as soon as possible.

9.3 Chairman’s Report – (for noting) information only

9.4 Reports (for noting) from representatives on outside bodies

9.4.1 Parish Assembly – Councillor J Farnaby - 19 September 2018 - Report:

i. Surrey Highways – Surrey County Council

- Extra £20 Million for roads in Surrey
- New online road fault reporting system for reporting defects and tracking the repair
- Time limits to deal with defects: 2 hours - emergency repairs or 28 days - none emergency repairs

ii. New Locality Model – Tandridge District Council

- Assessment of jobs to reduce 150 staff by 35.
- Seven new Community Officers who will be responsible for dealing with complaints to the council about: Noise complaints; Anti-social parking; and Fly tipping
- Funding contribution towards verge works, new response date is 15 October.

9.4.2 Councillors noted that the Office for National Statistics (ONS) have reduced figures in relation to house building.

9.4.3 Councillors noted that CPRE are writing to all Surrey Members as they consider ONS and TDC figures are sustainably adrift.

9.4.4 Redhill Aerodrome Consultative Committee – Councillor M Gillman – 19 September 2018 – Report:

- i. Drones – Concern amongst attendees in relation to use of them in open areas.

RESOLVED - Councillors unanimously agreed that a posted stating there should be no flying of drones be placed on the noticeboards.

ACTION – 10/19 – 8 – Clerk to create a ‘No Drones’ poster and put it on relevant noticeboards.

10. Current Planning issues

10.1 Planning Committee – Councillors noted the report from the committee held on 24 September 2018.

10.2 Councillors noted the information by Councillor C Farr in relation to fields either side of Byers Lane and it potentially being a scam.

10.3 Investigation required in to wayleave in relation to potential development in Blindley Heath.

11. Finance

11.1. Accounts for payment - to approve **SEPTEMBER** accounts for payment –

Ref.	Business	Invoice	Invoice Date	Payment For	Invoice amount	VAT	Invoice Total
GP397	S Lyness - Landmark	169789	05-Sep	Legal Advice - Ratify	£1,050.00	210	£1,260.00
GP398	The Sign Company	1612	21-Aug	Sign for Playground	£107.95	21.59	£129.54
GP399	S Lyness - Landmark	169789	05-Sep	Legal Advice - Ratify	£600.00	120	£720.00
GP400	St Johns			Grant Paid	£500.00		£500.00
GP401	ICO			Data Protection Fee	£40.00		£40.00
GP402	Fairalls	4320169	09-Aug	Maintenance supplies - Church steps	£18.56	3.71	£22.27
GP403	Fairalls	4321288	20-Aug	Maintenance supplies - Green Defence - Temp bollard keys	£6.58	1.32	£7.90
GP404	The Play Inspection Company	32421	21-Sep	Outdoor Annual Inspection	£65.00	13	£78.00
GP405	Segment Engineering	4166	18-Sep	Supply of Hardwood Sleepers	£2,550.00	510	£3,060.00
GP406	S Endersby			Expenses	£10.26		£10.26
GP407	Came and Company			Parish Council Insurance	£1,593.53		£1,593.53
GP408/9	Salaries			Salaries x 2 employees	£964.16		£964.16
GP410	NEST			Pension	£91.02		£91.02

GP411	HMRC			NI and Income Tax	£31.32		£31.32
GP412	Cherrimans	TC1051	28-Sep	Godstone - Defence work - Gates	£1,800.00		£1,800.00
GP413	Cherrimans	TC1051	28-Sep	Blindley Heath Defences	£1,600.00		£1,600.00
GP414	Gardenwise	O5-6555	27-Sep	Grass Cutting	£1,630.00	0	£1,630.00
GP415	Gardenwise Estate Management	O5-898	27-Sep	Maintenance	£810.00	0	£810.00
GP416	BT	M070 2Z	17-Sep	Telephone and Internet	£76.86	15.37	£92.23
GP417	Larkin	10456	26-Sep	Blindley Heath Gate	£260.00	52	£312.00
*Direct Debits					TOTALS: £13,805.24 £946.99 £14,752.23		

RESOLVED - Councillors unanimously approved the **SEPTEMBER** accounts for payment list totalling £14752.23 on payment of salaries and two councillors countersigned all invoices.

ACTION – 10/19 – 9 – Clerk to arrange payment of the **SEPTEMBER** invoices.

11.2 Summary Financial Report to **AUGUST**

11.2.1 Councillors confirmed receipt and reviewed the **AUGUST** summary, noting the papers available at the meeting included the bank statement, bank reconciliation, spend against budget, pension contribution, salary sheet.

11.2.1 It was noted that there were no monies received during the month of July.

11.2.2 It was noted that the following monies were received in August:

Various - Burials	£6686.00
Grant - Neighbourhood Plan	£1,750.00
Wayleave	£10.00

RESOLVED – Councillors unanimously agreed that the Chairman sign the **AUGUST** bank reconciliation summary sheet and initial the pages of the bank statement.

11.3 Restricted Funds Summary, Designated Funds Summary and Virements

11.2.1 Councillors received and reviewed the Restricted and Designated Funds Summary.

11.2.2 There were no Virements presented.

11.2.3 Councillors noted the information emailed by the Clerk in relation to Fees for Professional Services on payment of invoices GP397 and GP399:

Local Plan Consultation - Inspection Stage	Remaining Designated funds on payment of invoices received to date*	Total spent on payment of all invoices to date*
** VAT refunds have been assumed in the figures.	£5272.50	£7727.50

11.4 Internal Auditor – Engagement Letter (TOE)

11.4.1 Councillors noted that the TOE letter received on 3 September 2018 (date of last meeting) was reported as received and the council noted that there would be an internal audit carried out shortly.

11.4.2 Following the meeting the Clerk read the TOE letter in detail and now reports that the Auditors fees have increased from £50 to £60 per hour (20% increase).

11.4.3 Councillors considered the increase, the level of support and service from the current auditors.

RESOLVED – Councillors unanimously agreed that the Parish council appoint the auditor and agrees to the TOE dated 3 September 2018 and that the Clerk sign the letter.

ACTION – 10/19 – 10 – Clerk to sign and return the TOE letter.

11.5 Insurance Renewal

11.5.1 Councillors noted that the appropriate Parish Council Insurance renewal had been completed, noting that the matter had been dealt with by the full Parish Council via email.

11.5.2 It was reported that having considered the councils duty of fair presentation and that the renewal quotation had been based upon information previously provided to the brokers the following amendments had been required:

- i. The Employee Dishonesty limit increased to £160,000
- ii. The Street Furniture sum insured increased by £3,344 to cover new gates and bollards.

11.5.3 The final renewal premium required total was £1,543.53 including Insurance Premium Tax and £50.00 admin fee. A total of £1,593.53 from the effective Date: 1st October 2018 for 12 months.

11.5.4 The following points were acknowledged by the councillors:

- i. As there is effectively an open claim an insurer generally won't offer more than a year's deal;
- ii. There is no set time frame for how long the claim could potentially remain open;
- iii. The Parish council brokers research at least three insurers to get the best available deal;
- iv. There is a limited number of insurance companies in the market, one alternative was noted;
- v. A case in point is that our last insurers appear to be retracting from the market; and

vi. The council could shop around further for a better deal and change mid-year.

RESOLVED – Councillors unanimously agreed that the Insurance renewal instruction be ratified and noting the points in 11.5.2 and 11.5.4, it was agreed that the renewal premium was a reasonable value and no further action would be taken for this insurance period. The councillors agreed that the position would be reviewed again for the next renewal.

11.6 Finance Committee Meeting – Councillors discussed the date of the next Finance Committee.

RESOLVED – Councillors agreed that a Finance Committee meeting be called in November to review the Parish's financial position. This was considered good practice due to financial pressures on the budget during the current financial year. A Finance Committee in December would then set the budget for 2019-2020.

ACTION – 10/19 – 11 – Clerk to arrange a Finance Committee meeting in November and December 2018.

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

12.1 Inspection Reports

12.1.1 Report on Urgent issues to be addressed

- i. Fallen branch of Horse Chestnut Tree on the green near the pavilion – A large branch had fallen and on inspection was very rotten. Concerned about the potential risk to the public it was deemed urgent by the Clerk and Chairman to seek an opinion as to whether the tree needed to be felled and an Arboricultural Consultant was contacted and visited the tree. It was confirmed verbally by the Consultant that the tree did not need to be felled and written confirmation would be sent.

12.1.2 Risk Assessments

- i. Councillors noted the insurers require reasonable precautions to be taken to reduce the likelihood of any claims arising.
- ii. This can be achieved by undertaking risk assessments of the land and supporting this with regular, preferably recorded, visual checks to ensure the land remains in a safe condition.
- iii. It was noted that the Clerk requested support from the councillors to complete a review of Risk Assessments for each area of the Parish which were last reviewed in 2015.

ACTION – 10/19 – 12 – Clerk to liaise with councillors to complete risk assessments for areas of the Parish.

12.1.3 Arboricultural Report - Tree Survey

- i. Councillors noted the insurers recommendation to have an annual Arboricultural survey as part of reasonable precautions to be taken to reduce the likelihood of a claim arising.
- ii. The last Arboricultural inspection took place four and a half years ago in March 2014.
- iii. Councillors discussed the concerns in relation to financial pressures placed on the budget during this financial year and what had been budgeted for a tree survey.
- iv. Concerns about the cost of a survey of all the Parish council land were discussed.
- v. The Parish council considered how it could try and manage costs as it was noted that the cost of the survey was only part of the potential cost and that there could be further spend required following the survey dependent on the recommendations made in the Survey report.
- vi. A rolling review was considered as a positive step to ensure that areas of the parish are covered as soon as practicable. Areas of high people traffic within the Parish and considered the highest risk areas for a claim should be prioritised and other areas with lower people traffic would then be surveyed as soon as possible.

RESOLVED – Councillors unanimously agreed that quotes for a tree survey to be completed on Godstone Green and at the Burial ground be gathered by the Clerk.

ACTION – 10/19 – 13 – Clerk to gather quotes for an Arboricultural survey of agreed areas as soon as possible.

12.2 Allotments – It was reported that the 'New' pile of rubbish remains at the allotment site.

RESOLVED – Councillors unanimously agreed that a letter is sent stating that if the build-up of rubbish persists the council will have to consider adding the cost of rubbish removal each year to the allotment fees.

ACTION – 10/19 – 13a – Clerk to send letter to allotment holders in relation to the pile of rubbish.

12.3 Godstone and Godstone Green; to include:

12.3.1 New Car Park – Update

- i. It was reported that work continues to liaise with the necessary utility companies, which in turn will then enable the next stage to secure the S278 agreement with SCC.

12.3.2 Playground

- i. It was noted that the external providers Annual Inspection had been received and circulated, all areas were deemed 'Low Risk' or 'Very Low Risk', specific points noted:
 - a) Sand levels and trip hazard of matting;
 - b) Page 22 - Flat Seats worn chains; and
 - c) Page 7 and 16 - Platform of Embankment slide.

ACTION – 10/19 – 14 – Clerk to investigate replacement costs of chains.

- ii. The independent Playground Inspection company had been confirmed to carry out an inspection again in September 2019.
- iii. Playground Inspection Checklist, the following matters were noted:
 - a) Disappointment that some of the new equipment has already been damaged;

- b) Sand levels and trip hazard of matting is regularly addressed, but as the sand moves and is moved by the children it is managed as much as possible.
- c) Platform of Embankment slide – email to councillors on 14 September 2018 .
- iv. Embankment Slide – Councillors considered the external report (Page 7&16 – Item 8 - finding 2) and the Clerks inspection checklist report in relation to concerns about the condition of the platform at the top of the embankment slide. It was noted that it was not deemed an imminent danger but accepted that the condition was likely to deteriorate.

RESOLVED – Councillors unanimously agreed that the contractor be instructed to carry out the necessary repairs on the embankment slide platform to ensure that there is no further deterioration and it remains safe for children to use the equipment.

ACTION – 10/19 – 15 – Clerk to liaise with the contractor in relation to embankment slide platform repairs.

ACTION – 10/19 – 16 – Clerk to include a note about damaged caused to some equipment in the next Parish magazine article.

12.3.3 Wayleave – Delcot – Councillors asked for clarification about how much the Wayleave is that will be paid.

ACTION – 10/19 – 17 – Clerk to confirm details of the Wayleave and ensure the wayleave agreement is considered for signing again at the next meeting.

ACTION – 10/19 – 18 – Councillor C Farr to review wayleaves in Blindley Heath.

12.4 South Godstone – No issues reported.

12.5 Hilly Fields – It was reported that there is some damage to the fence at the Hilly Fields.

ACTION – 10/19 – 19 – Clerk to request that the contractor carries out the necessary repairs to the Hilly Fields fence.

12.6 Blindley Heath

12.6.1 SSSI site – Extension of Fence

i. It was noted that following the last Parish council meeting which approved the request in principle on confirmation of the following: the council will not need to fund the extension of the fence; and it is confirmed how future maintenance of the fence would be managed and funded. The response received from Surrey Wildlife Trust (SWT):

- a) The Parish Council will not be asked for any funds to support the installation; and
- b) SWT suggest that confirming the future maintenance of the fence is added to the current lease agreement.

ii. Councillors requested clarification on what lease agreement was being referred to.

ACTION – 10/19 – 20 – Clerk to clarify with SWT on the lease agreement referred to.

12.6.2 Cutting of foliage on the SSSI site – It was reported that foliage on the edges of the SSSI and opposite houses on Tandridge Lane had been cut back, it was not known who had carried out this work, but the Parish council noted concerns over such activity taking place and the potential damage to the SSSI. It was clarified that no permission had been sought from the Parish council.

ACTION – 10/19 – 21 – Clerk to liaise with Councillor C Farr to arrange for letters to be sent to appropriate neighbours of the SSSI to ensure that they are vigilant and setting out the impact of clearance of foliage.

12.6.3 Update on Blindley Heath light replacement – It was noted that it was proving problematic to arrange for the bulb to be replaced in the light.

ACTION – 10/19 – 22 – Councillors C Farr and J Farnaby to carry out a site visit.

12.7 Tilburstow Hill Common and The Enterdent – It was noted that a parishioner had reported the land on the North West side of the lane, owned by the parish council, seriously encroaches onto the narrow lane and the issues that it causes for any vehicles passing each other.

RESOLVED – Councillors unanimously agreed that a contractor be found who can flail along the lane, noting the equipment that is required for the task to be completed safely.

ACTION – 10/19 – 23 – Councillor J Gardner to liaise with a suitable contractor to carry out the work.

13 Burial Grounds

13.1 Amendment of the Burial Ground regulations

13.1.1 Councillors noted the circumstance that had arisen in relation to an interment of ashes the Clerk was notified of by coincidence, when any interment of ashes to a grave should be notified to the Clerk in the Parish Councils section of the burial ground, and therefore the reason for a request to change the regulations.

13.1.2 Councillors considered the proposed change to the burial ground regulations to make them clearer, noting the current text stated: *'4.3 For the interment of ashes only, an application should be made to the Rector at St Nicholas' Church, Godstone, in the current church memorial garden.'*

RESOLVED – Councillors unanimously agreed that 4.3 of the burial ground regulations be amended to *'Addition of ashes to a burial plot should be advised to the Parish Clerk.'*

ACTION – 10/19 – 24 – Clerk to update the burial ground regulations.

13.1.3 Councillors discussed how the memorial garden in the older section of the burial ground is managed.

ACTION – 10/19 – 25 – Clerk to clarify why the Rector of St Nicholas Church the circumstance of the church still managing the memorial garden in the old section.

13.2 Applications for Exclusive Rights of Burial

13.2.1 Hart – Plot 403 – Request to Surrender Plot - Councillors noted information provided in relation to the request of the Grant holder to surrender the Exclusive Right of Burial, noting the fee was £130 paid in 2000 for a 99-year grant.

RESOLVED – Councillors unanimously agreed that the Parish council would pay £100 to the Grant holder for the surrender of burial Plot 403.

ACTION – 10/19 – 26 – Clerk to arrange the Deed of Surrender and cheque and liaise with the Grant holder to surrender plot 403.

13.3 Applications for consent to erect Memorials – Parish councillors noted the application for Plot 558 – Lawton - Additional Inscription which was not contentious and had been confirmed by Clerk.

13.4 War Memorials and Commemoration plans for 2018

13.4.1 Plaques are being arranged

13.4.2 Councillor R Johnson to lay the wreath at St Nicholas for Godstone Village

13.4.3 Either Councillor C White or J Farnaby to ensure the wreath is laid at South Godstone

13.4.4 Either Councillor M Gillman or C Farr to lay the wreath at Blindley Heath

13.5 Posterngate Farm Memorial Site – No Discussion.

13.6 Disturbance of Graves – It was noted that the Clerk had report in relation to an issue for a plot, but Rules and Regulations will be sent in relation to the matter to clarify the situation for the Grantee.

14 Correspondence

14.1 Councillors noted the following correspondence circulated by email:

- i. Press Release: Committee to agree housing priorities for the next five years
- ii. Press Release: Housing Committee to be given an update about the Douglas Brunton Centre
- iii. Ashill - Sept 2018 - REF William Way Development
- iv. Highway Verge Cutting
- v. Parish Council Assembly - Wednesday 19th September
- vi. FOR ACTION - Invitation to the Surrey ALC AGM
- vii. Tandridge District Council. Housing Strategy Workshop Invitation.
- viii. Agenda for Tandridge Local Committee, Friday, 21 September 2018, 10.15 am
- ix. Press Release: Thank you for taking part in the Draft Local Plan Consultation
- x. TVA AGM and Network Lunch
- xi. Press release: Housing Committee agrees to a consultation about the Douglas Brunton Centre
- xii. Tandridge District Council. Housing Strategy Workshop Invitation.
- xiii. Tandridge District Council: New event available
- xiv. Neighbourhood plan – Limpsfield
- xv. News: Open letter from Keith Jecks, Chair of the Planning Policy Committee
- xvi. Tandridge District Council Local Plan Newsletter 19.09.2018
- xvii. Tandridge District Council Local Plan Newsletter 19.09.2018 – Parishioner Response
- xviii. Parish Assembly - Highways information pack
- xix. Highway verge cutting - Response Extension
- xx. Tandridge Housing Forum – Leaflet posted and available at the meeting
- xxi. FW: A25 Petition - Information regarding recent petition RE: speed and safety on the A25 between Godstone & Bletchingley
- xxii. Press Release: Revised design for Ellice Road car park
- xxiii. Consultation on the Council's Draft Housing Strategy: A place called home

14.2 Councillors considered correspondence xxi. A25 Petition and discussed meeting with Bletchingley Parish Council.

ACTION – 10/19 – 27 – Councillors D Stone and J Gardner to speak with Bletchingley Parish Council.

15 Matters for reporting or inclusion on future agendas

15.1 The next meeting of the Parish Council will be held at 7.30 pm on Monday 5 November 2018 at St Stephens Church, South Godstone

Part 2 – None

----- Meeting ended 10.25pm -----

Chairman

Date