

DRAFT

Woldingham Parish Council

MINUTES of a Meeting held at Woldingham Village Hall, Woldingham on 24 June 2010 at 7.30pm.

Present:

Greg Meekings	Rodney Fuller
Alan Chappell	Andrew Barton
Nicki Howe	Alistair Pirie
Nigel Cohen	Karen Newman (Clerk)

1. Apologies: Cllrs Meekings, Marks, Cohen. Cllr Barton arrived at 8.20pm.

2. Minutes:

The Draft Minutes of the meeting held on 27 May 2010 had been circulated and were signed by the Acting Chairman as a correct record subject to the following amendments:

Page 5 first paragraph Consultants from Tibbalds not Tyrells.

6. Finance: the end of year accounts had been circulated by the internal auditor not external

3. Declarations of Interest:

Cllr Barton – Resident of Church Road and Craigmyle Glebe/WVCC

Cllr Pirie – Good Neighbour Scheme

4. Matters arising:

The following points arose in discussion of the Action List:

Maintenance: In Cllr Cohen's absence the Clerk advised that the maintenance programme had started and Cllr Cohen will update at the next meeting.

It was noted that the flower troughs had been placed in the Crescent and thanks were given to Cllr Cohen for arranging this.

Planting of Slynnes Oak Island: Cllr Howe confirmed that the planting had taken place and the invoice for £677 had been handed to the clerk for payment.

Dangerous Tree in Slines Oak Road: Cllr Fuller confirmed that three estimates had been sought and will update at the next meeting.

5. Planning Matters:

a. Planning cases – Appendix A

Cllr Myers had circulated Appendix A before the meeting and advised that Chartfield has already been dealt with as Cllr Howe had issued a report with the proposal of no objection which was ratified by the Council.

Highcombe, Long Hill and Copper Beech, Station Road were discussed at the meeting and Cllr Myers proposed that the Council should make no objection. This was ratified by the Council.

A planning meeting was proposed for Monday 28 June to discuss the planning applications from: Hogerty Hill and Woldingham School. Cllr Myers advised that the papers for Woodlea's application had not yet arrived. Cllr Chappell was handed the application for Woldingham School and Cllr Howe Hogarty Hill.

Cllr Myers read through Appendix A and advised that the Council had objected to Fairview, Northdown Road and Quince Cottage, Station Road but TDC had passed both these applications as a Certificate of Lawfulness. The Council voted to ratify Appendix A.

Cllr Myers advised that he had attended a meeting of the National Green Belt Council - a pressure group on government with Sue Edwards of the Woldingham Association on Wednesday 23 June at Westminster where a case was presented for the changes to permitted development and it was agreed that they would write in support of the Council's approach to Eric Pickles (the Secretary of State) for a change in the regulations.

The Clerk confirmed that she had emailed Sam Gyimah MP to see whether he had received any response from Eric Pickles.

Cllr Howe asked whether there was any updated information on Hedley. Cllr Myers advised that there was no decision on the website and that we are still awaiting a decision.

Cllr Myers had received reports that the agent for Foxlease had offered to drop reference to the garage so that the application could be approved. It was noted that this offer was documented in a letter on the Tandridge website. Concerns were expressed about the appropriateness of this offer. Cllr Myers would raise the matter with Tandridge.

Cllr Myers advised that through the Woldingham Association a few residents were querying the garage position at the front of Old Byeways. The Parish Council had considered this application carefully against all relevant policies in the presence of an independent observer and a representative of the Woldingham Association. The proposed garage had not been considered imposing or dominating.

b. **Woldingham Appraisal by planning consultants**

Cllr Myers advised that the second phase of TDC consultants' consultation on the Woldingham Village Character Appraisal was being held on Wednesday 30 June 7.30 – 9pm at Soper Hall, Caterham and asked that as many Councillors as possible attend. Cllr Myers advised that the consultants will bring back their preliminary appraisal and hoped that some kind of precursor to the formal draft may be available on the evening but Cllr Myers would need to clarify that point with Tibbalds. Once TDC has approved Tibbalds' formal draft, it will go out for wider consultation later in the year.

c. **Assistance for Planning**

Cllr Myers advised the meeting that three people had expressed interest in the Planning Assistant role. One had, decided not to pursue it and Cllr Myers had met with the remaining two applicants. He proposed that the role should be shared between them.

The Council approved the posts and job descriptions for two planning assistants, the pay rates presented by the Parish Clerk, and the offer of employment to each applicant subject to references. Cllr Myers would ask the applicants to supply references to the Parish Clerk and to confirm their acceptance of the job descriptions and pay rates, following which the Parish Clerk would then make formal contractual offers.

d. **Infringements:** Cllr Chappell had circulated a report on infringements before the meeting and advised that there were no updates on the "infringement updates" dated 25th March 2010, He will report further to the next meeting on three new points covered in his report.

It was reported that the road is caving in through construction vehicles outside of Quince Cottage. Cllr Chappell will investigate and report any damage to Cllr Marks.

6. Finance:

Payments:

- a. The payments as Appendix B were signed and approved. The Acting Chairman advised that the Annual Return for the Year ended 31 March needed to be approved. The Clerk had circulated a copy of the Annual Return to all Councillors before the meeting. The Council approved the Accounting Statements in Section 1 and the Acting Chairman and Clerk signed the form on behalf of the Council.
- b. Section 2, The Annual Governance Statement was approved by the Council and the Acting Chairman and Clerk signed on behalf of the Council.

7. Highways & Rights of Way:

Highways Monitoring and Reporting:

Cllr Fuller advised that a pot hole had been repaired 4 times in Slines Oak Road and he will bring this to the attention of Cllr Marks.

Cllr Fuller mentioned that he had been trying to get the hedges cut back in Clare Court but so far had no success.

In the Chairman's absence the Acting Chairman advised that the Chairman had been in touch with TDC with regard to the grass cutting on the Green and the Crescent. The response from TDC is that both are cut to the same frequency but the specification for the Green is different. The Green is cut and collected, whilst the Crescent is cut only and there are areas on it which have to be left uncut until June for the benefit of the bulbs which sprout each spring. Upgrading the specification for the Crescent is unlikely to be possible on cost grounds. The Chairman will contact Steve Hyder when he returns from holiday to confirm the cutting dates.

In response to a Resident's complaints the Chairman had been in contact with Scott Laughlan who is responsible for the Crescent bins. TDC advised that the bins should be emptied three times per week and advised that they are emptied by the street cleaning department not the regular bin men/contractors.

8. Reports:

Cllr Myers had attended the London Green Belt Council as noted at 5b above and had spoken at the TDC Planning Committee re Little Court. Cllr Pirie had spoken at the Committee re Woldingham Dene.

9. Miscellaneous Matters:

- a. **APM:** Cllr Howe circulated a note analysing the five proposals with most support in the APM consultations. After discussion on these items (recorded at b – f below- she agreed to prepare a draft text to communicate the conclusions reached following the consultants and the action being taken.
- b. **Playground:** An appeal has gone out from Craigmyle Glebe and Cllr Barton advised that approximately £3,700 had been donated so far. Cllr Myers queried ownership of the equipment and Cllr Barton confirmed that the ownership is with the Glebe. Cllr Myers also expressed concerns over multi age groups and Cllr Barton advised that both Denise Todd and Julie Cornish had taken professional advice re the equipment use by different age groups. The Parish Council agreed that Cllr Howe would contact Denise and Julie to advise them that the Council is proposing to match contributions up to £4,000 but would like to discuss the way this money would be used.
- c. **First Response Unit:** Cllr Barton agreed to take this proposal forward and will contact Neil Musk to confirm details. The Clerk will email the details of the Chairman of Tatsfield Parish Council who already have a First Responder Unit in Place. It was

agreed in principle that a sum of £3,000 would be needed to set up a unit but volunteers would need to be sought before expenditure is committed.

- d. **Small Accommodation:** A longer discussion took place and Cllr Myers thought there was a shortage of hard facts about the need for units. A demographic study might establish whether there are more residents in categories likely to seek smaller accommodation units (ie older residents downsizing or younger residents seeking single accommodation). He also proposed that, if they were needed the Council seek residents' help to identify possible sites. This would be done without prejudice to the Council's position on any site. The enquiry would copy that used by Tandridge when required to identify sites for possible housing expansion under the former South East Plan. It would gather facts without obligation to act. The Planning Group will discuss this further.
- e. **Croft Road:** Cllr Chappel will ask Mr Michael Batterbury to get an independent estimate for rebuilding the road which will allow us to compare against the estimate by Surrey County Council and also to ask what Michael's options are for financing the 'patch up' job as per his estimates of approximately £10,000.
- f. **Coffee Shop/Meeting Place:** Cllr Myers will pursue this suggestion, in the context of his earlier starter paper on auditing village facilities
- g. **Airports:** Cllr Myers advised that they were continuing to query low flying incidents with Biggin Hill.
- h. **Car Parking/Taxi Firm:** Cllr Myers advised that Southern Rail were still waiting an answer from Network Rail to confirm the outstanding issue of where the taxi firm would be able to park its cars.
- i. **Summer Event:** The Acting Chairman advised that this was taking place on Sunday 18 July and led by the Woldingham Association.
- j. **Queen's Jubilee 6/6/12** – After discussion it was agreed that the Acting Chairman would speak to the chairman upon his return to discuss an article to go in the Woldingham Magazine.

10. Meetings to attend:

Meeting with Planning Consultants Soper Hall 30 June 7.30pm

11. Correspondence:

No correspondence.

12. Any Other Business:

It was agreed that due to the number of Councillors who are away in August there would not be an August meeting.

Meeting ended at 9.55 pm.

1 members of the public attended part of the time.

Next meeting Thursday 29 July 2010 to be held in the Peace Hall, Woldingham Garden Village.

Appendix A: Planning

Recommendations of the planning group

The planning group offers the following recommendations for Parish Council endorsement. Recommendations marked * need formal endorsement only, as responses have already been made to Tandridge District Council in order to meet response deadlines.

***2010/617 Chartfield, Park View Road, Woldingham, CR3 7DJ** Construction of swimming pool to front of dwelling.

No objection by WPC.

2 Other planning applications recently notified to the Parish Council

**These cases may be considered at the meeting.*

2010/652 Woldingham School, Marden Park, Woldingham Erection of 6 x 15 metre high floodlights for use on all weather pitch.

***2010/622 Highcombe, Long Hill, Woldingham, CR3 7EP** Demolition of house, detached garage and 2 sheds. Erection of detached house with pool building, front wall and gates, shed and badminton court. (Application for time extension relating to TA/2007/757).

2010/669 Hogerty Hill, Lunghurst Road, Woldingham, CR3 7HE Erection of extension to south-west elevation, including dormer windows and accommodation in roof space and porch to north-west elevation.

***2010/670 Copper Beech, Station Road, Woldingham** Erection of single storey rear extension.

2010/600 Woodlea Primary School, Long Hill, Woldingham, CR3 7EP Erection of timber canopy to south east elevation, soft play area and tarmac area.

3 Applications decided by Tandridge District Council:

2009/1366 Fairview, Northdown Road, Woldingham, CR3 7BB Erection of garden shed.

Objection by WPC. Allowed certificate of lawfulness

2010/148 Woldingham Dene, Woldingham Road, Woldingham, CR3 7LA Modification of section 52 agreement related to application TA/89/1386 omitting restriction on sale of alcohol.

Objection by WPC. Refused

2010/109 Little Court, Upper Court Road, Woldingham Erection of 2-storey extension on south-west and south-east elevations and first floor extensions on north-east and north-west elevations with part new roof profile.

Objection by WPC. Refused

2010/379 Timbers, Lunghurst Road, Woldingham, CR3 7HE Erection of side extension incorporating dormer window and erection of pitch roof with dormer over existing garage.

No objection by WPC. Approved

TA/2010/528 Quince Cottage, Station Road, Woldingham, CR3 7DE Minor material amendment to

Permission granted under TA/2009/1500 to re-position detached garage.
Objection by WPC. Approved

2010/501/TPO Chadley, Park View Road, Woldingham CR3 7DJ TPO 15, 2009 (T) - Crown lift 2 Beech and 1 Norway Maple to 3m from ground level.
No objection by WPC. Approved

4 Applications withdrawn

2010/384 Edgehill, Park View Road, Woldingham, CR3 7DN Retention of 2.4m high security gates and hoarding.
Objection by WPC.

5 Appeals lodged with Planning Inspectorate

No new appeals have been reported by Tandridge District Council.

6 Appeals determined by the Planning Inspectorate

No new determinations have been reported by Tandridge District Council.

**APPENDIX B
WOLDINGHAM PARISH COUNCIL
24 June 2010**

Gold Account

Transfer to Current 23 June		£1,000.00
Balance at 24 June 2010		£30,076.95

Expenses to be paid:

Karen Newman Wages	£461.96	LGA 1972 s.112
General Expenses	£88.68	LGA 1972 s.112
Woldingham Village Hall Rent	£15.75	LGA 1972 s.133
Hobart Paving Company Limited		Highways Act 1980
Final Retention Monies re Island	£397.42	ss.96
Mrs M Norris re Woldingham Good		Local Government &
Neighbour Scheme Membership to		Rating Act 1987 ss.26-
Surrey Community Action	£35.00	Local Government & Rating Act
1987 ss.26		
Knights Garden Centre re Island	£677	Highways Act 1980, s.96
Expenses for the month	£1675.81	
Balance	£983.89	