MINUTES of a Meeting held in Woldingham Village Hall, on Wednesday 31 January 2018 at 7.30pm

Present: Keith Jecks (Chairman), Matthew Quaife, Nick Langley, Rebecca Rush, Marc Sculthorpe, Deborah Sherry, Michael Thurgood, Karen Newman (Parish Clerk), Terri Waghorn (Planning Assistant)

The Chairman advised the Council that Thomas Ebbs had unfortunately had to resign due to moving out of the parish. Michael Thurgood had expressed an interest in being co-opted onto the Council and a vote was taken and carried to co-opt Michael onto the Parish Council. The declaration of acceptance of Office form was signed in front of the Parish Clerk as required.

1. Apologies: No apologies

2. Minutes: The Draft Minutes of the meeting of 29 November 2017 had been circulated and the minutes were accepted and signed by the Chairman as a true record.

3. Declarations of Disclosable Pecuniary Interest (DPI): None declared

Declarations of Bias Interest:
- Cllr Jecks – CIC, TDC
- Cllr Sculthorpe – Craigmyle Glebe, CIC
- Cllr Quaife – CIC
- Cllr Sherry - CIC

4. Matters arising from the Minutes: -
The Chairman went through the minutes for any matters arising from the September minutes:

- **Viewpoint:** Cllr Thurgood will speak to Clive Moore at TDC and the Chairman of Oxted Parish Council on whether the boundary can be moved from Oxted to Woldingham Parish. **Action: Ongoing – Cllr Thurgood**
- **Barrier at Viewpoint:** The Clerk is looking into getting a height sticker put on the barrier. **Action: the Clerk**
- **Maintenance of Slines Oak Island:** The Clerk confirmed that she had emailed the gardener and was just waiting for a response to her email. **Action: The Clerk**
- **Croft Road:** The Chairman advised that a response had been received from Surrey County Council who quote between £150-250,00 to bring the road up to the required specification for adoption. Cllr Sculthorpe suggested that an independent specification is obtained as the
response from SCC was unhelpful and will investigate independent costings once proper confirmation of the requirements are received from SCC. The Chairman advised that he will take up with Cllr Hodge.

**Action: Chairman/Cllr Hodge**

- **The Crescent**: The Chairman advised that the response from Surrey County Council was not helpful and will take up with Cllr Hodge.

**Action: The Chairman/Cllr Hodge**

Appendix A had been forwarded to all Councillors before the meeting. The following applications were discussed and the following recommendations were made:-

October Hill – vote taken and carried – objection
Long Meadow – certificate of lawfulness – objection as should not come under permitted development
Yew Tree cottage – voted taken and carried – no objection
Upper Court – voted taken and carried – no objection

b. Infringements: Nothing to report

6. **Finance**

a. Payments: The payments as listed in *Appendix B* were signed and approved. A copy of Appendix B is attached to the minutes.

b. The internal auditor had circulated to all Councillors before the meeting a copy of the quarterly accounts. Councillors voted that the accounts represented a true record of the financial situation of the Council.

7. **Parish Council Calendar**: The Clerk had circulated to all Councillors the February calendar dates. Cllr Sherry reminded the meeting that the deadline for the March issue of the Woldingham Magazine would be Friday 2 February.

New Councillor Bio – Cllr Thurgood

CCTV/Speed Cameras – Cllr Sherry

Update on road works – The Chairman

8. Miscellaneous Matters:

a. **Croft Road**: Covered above

b. **Speed**: A representative from a sign company came and gave a demonstration to the Council but will contact Cllr Hodge to see if he can give any help regarding speed signs. **Action: Cllr Quaife/Cllr Hodge**

c. **Slines Oak Island**: Covered above

d. **Snow Contract**: Cllr Sculthorpe confirmed that he will arrange to meet up with Nick Fuller to get the contract signed for another two years. **Action: Cllr Sculthorpe**

e. **CCTV** – Cllr Quaife advised the meeting that a CCTV camera was uncovered as it was hidden by the trees which have now been cut back. Surrey Police were contacted and have gifted the camera to the Parish Council and it was agreed that this camera would be placed at the top of the road. A new camera is needed and it was agreed a sum of up to £7,000. Cllr
Quaife will investigate further and report back at the February meeting. **Action: Cllr Quaife**

**f. Changes to Standing orders:** The Chairman had circulated to all Councillors before the meeting recommended changes. It was agreed that these changes would be made and the Clerk will circulated the latest version of Standing Orders to all Councillors. **Action: The Clerk**

9. **Woldingham Neighbourhood Plan:** nothing to report

10. **Reports:** nothing to report

11. **Meetings to attend:**
None

12. **Correspondence:**

13. **Any Other Business:**
The Chairman had circulated to all members’ correspondence from a resident drawing the Parish Council’s attention to a claim that had been made by Julian Fuller to the Land Registry to take possession of a strip of land adding the Recreation Field. The Parish Council felt that the claim was without merit and Cllr Langley agreed to write to the Land Registry advising them of our position. **Action: Cllr Langley**

**Cllr David Hodge joined the meeting at 8.45pm**

The following was discussed:
Cllr Quaife advised Cllr Hodge that the Parish Council was looking at speed signs that would advise drivers of their current speed. Cllr Hodge advised that he would contact Duncan Knox, the Road Safety Manager and invite him to attend the Council’s February meeting to discuss what speeding options are available. **Action: Cllr Hodge to contact Duncan Knox**

The Chairman raised the unhelpful response received from Surrey County Council with regard to the planned changes in the Crescent. Cllr Hodge advised that he will chase and report back to the Chairman. **Action: Cllr Hodge**

The Chairman had circulated to all Councillors the proposed plans regarding the road layout at Bug Hill. The Council voted to agree to accept Option 2. Cllr Hodge advised that he would write to Philippa Gates to advise that the Parish Council had accepted Option 2 and to keep us up to date with what the next steps would be. **Action: Cllr Hodge**

**Croft Road:** Cllr Hodge agreed that he would chase up so that the Parish Council receives a proper specification to enable them to approach an independent contractor. Cllr Hodge advised that he would need to check
whether one of the specifications required would be the need for a footpath. 
**Action: Cllr Hodge**

Cllr Langley raised that he had noticed the replacement cat eyes installed on Clarks Lane are brilliant and wondered whether the cat eyes on The Ridge could be replaced as they are not very visible. Cllr Hodge advised that he would take this matter up. **Action; Cllr Hodge**

Meeting ended at 10.15

Three members of the public in attendance and Cllr David Hodge part of the time.

**WOLDINGHAM PARISH COUNCIL PLANNING MEETING**  
**Wednesday 31st January - Village Hall**

1. Apologies for absence:

2. Declarations of Interest - All Members present are required to declare  
   at this point in the meeting or as soon as possible thereafter:  
   a. any Disclosable Pecuniary interests (DPIs) and/or  
   b. other interests arising under the Code of Conduct

3. Minutes of the previous meeting: 9th Jan 2018

4. Matters Arising

5. Planning Matters  
   a. **Current applications**

   **2017/2603 Yew Tree Cottages, 4 Slines Oak Road, Woldingham CR3 7EA**  
   Erection of single storey front extension.

   **2017/2589 October Hill, Park View Road, Woldingham CR3 7DN**  
   Demolition of existing rear conservatory and chimney. Erection of single storey front and rear extensions incorporating roof terrace and porch in association with conversion of existing integral garage to habitable accommodation. Erection of detached garage incorporating pergola and covered walkway link to main dwelling, fence to rear boundary. Formation of access ramp to front elevation, additional hardstanding incorporating extension of driveway, patio and associated landscaping works. Alterations to fenestration.

   **2017/2674 Long Meadow, Northdown Road, Woldingham CR3 7BD**


Erection of detached garage to south of dwelling. Formation of additional hardstanding incorporating extension of driveway. (Certificate of Lawfulness for a Proposed Use or Development)

2017/2678 Upper Court, Northdown Road, Woldingham CR3 7BD
Erection of replacement chimney stack and porch to west elevation. Installation of five roof lights in valley between two pitched roofs, window on ground and first floors to north elevation. Alterations to fenestration incorporating replacement windows and doors

Application Outcomes notified by Tandridge District Council

2015/79 The Warren, Church Road, Woldingham CR3 7JH
Demolition of existing dwelling. Erection of dwelling and triple garage. WPC Recommendation: Objection Application Outcome: Approved

2016/364 Sequoia, Northdown Road, Woldingham CR3 7AA
Formation of sand school and tennis court. (Certificate of Lawfulness for a Proposed Use or Development) WPC Recommendation: Objection Application Outcome: Approved

2017/690 Ferrers, Lunghurst Road, Woldingham CR3 7EJ
Erection of replacement dwelling WPC Recommendation: Objection Application Outcome: Approved

2017/1807 Tillingdown Farm, Tillingdown Lane, Woldingham CR3 7JA
Erection of agricultural building WPC Recommendation: Objection Application Outcome: Approved

2017/1889 Fleetwood, Lunghurst Road, Woldingham CR3 7EG
Demolition of existing dwelling. Erection of 3 detached dwellings with associated detached garages, parking and landscaping. WPC Recommendation: Objection Application Outcome: Refused

2017/2040 Tillingdown Farm, Tillingdown Lane, Woldingham CR3 7JA
Variation of condition 3 of planning application TA/2015/2057 dated 1 March 2016 to allow changes to the approved external materials WPC Recommendation: No Objection Application Outcome: Approved

2017/1874 Atherfield Lodge, Park View Road, Woldingham CR3 7DJ
Demolition of existing chimney. Erection of front infill extension, single storey front and side extension incorporating integral garage, new roof to existing rear projection and roof extension to front and side in association with conversion of additional loft space to habitable accommodation. WPC Recommendation: No Objection Application Outcome: Approved

2017/2041 Tillingdown Farm, Tillingdown Lane, Woldingham CR3 7JA
Variation of condition 3 of planning application TA/2016/1746 dated 30 November 2016 to allow changes to the approved external materials
WPC Recommendation: No Objection Application Outcome: Approved

2017/2158 Covertside, Lunghurst Road, Woldingham CR3 7HE
Demolition of existing swimming pool pavilion. Erection of pool pavilion and electrical termination cabinet. (Retrospective)
WPC Recommendation: No Objection Application Outcome: Approved

2017/2213 Beckington, Slines Oak Road, Woldingham CR3 7HL
Erection of entrance gates and associated wall. (Retrospective)
WPC Recommendation: Objection Application Outcome: Refused

2017/2232 21 Hilltop Walk, Woldingham CR3 7LJ
Erection of single storey side/rear extension. Alterations to fenestration in association with conversion of existing garage to habitable accommodation. Formation of raised patio to rear elevation and additional hardstanding incorporating extension of entrance and driveway to front elevation.
WPC Recommendation: No Objection Application Outcome: Approved

2017/2305 Sleepy Hollow, Park View Road, Woldingham CR3 7DH
Erection of entrance gates and railing
WPC Recommendation: Objection Application Outcome: Approved

2017/2329 Hollingden, Church Road, Woldingham CR3 7JH
Erection of part first floor/part two storey front extension.
WPC Recommendation: No Objection Application Outcome: Approved

2017/2171 The Old Rectory, Park View Road, Woldingham CR3 7DN
Demolition of existing garage and greenhouse. Erection of single storey extension to south east elevation, extension to existing basement and detached outbuilding incorporating link corridor to main dwelling. Installation of front entrance doorway to south west and south east elevations.
WPC Recommendation: No Objection Application Outcome: Approved

2017/2167 Westdown, Park View Road, Woldingham CR3 7DH
Proposed rear roof extension and formation of rear gable
WPC Recommendation: No Objection Application Outcome: Approved

Appeals lodged with Planning Inspectorate
No new appeals have been reported by Tandridge District Council

Appeals determined by the Planning Inspectorate
2017/1573 Sunny Ridge, The Ridge, Woldingham CR3 7AL
Demolition of existing rear conservatory. Erection of replacement rear conservatory, single storey front extension to existing garage incorporating dormers to side roof slopes and glazed passageway link to dwelling to provide habitable accommodation within loft space. No Objection
Application Outcome: Refused

Appeal Outcome: Dismissed

WOLDINGHAM PARISH COUNCIL
APPENDIX B
31 January 2018

Expenses to be authorised for bank transfer
Karen Newman Wages £497.60
General Expenses £132.90
Terri Waghorn Wages £165.76
Total Expenses £796.26

Expenses paid during the month – Treasurers Account
J Cornish Website 62.50
M Amin re Mulled Wine CintheC 245.24
K Jecks re Microsoft Word 79.99
Salvation Army Grant 100
SSALC Limited 115.20
T Waghorn Dec wages 165.76
K Newman Dec wages & expenses 630.99
M Bradley re CintheC 180.00
R Rush re marquee pegs 19.96
M Quaife re mulled wine CintheC 7.5
REOC Electrical re CintheC 260.00
J Cornish November Website 162.50
K Newman CintheC 3.38
Village Hall Rent 20.25
K Jecks re Litterpick 40.00
K Newman CintheC 17.99
Total Expenses £2,111.26

Transfers from business to Current
27 December 2017 £1,000
Expenses paid during the month – Business Account
None

Expenses to be authorised by cheque
None

Receipts since last meeting
K Newman overpayment
£104.99

Treasurers Accounts (Current)
Balance as at 27 November 2017 £1007.95
Payments made during the Month £2111.26
Transfer from Gold Account £2000.00
Monies to be authorised for payment £796.26
Monies received £104.99
Balance as at 28 January 2018 £1001.68

Gold Account (Deposit)
Balance as at 27 November 2017 £79,694.30
Transfer to Treasurers 5,000.00
Interest £3.53
Balance as at 28 January 2018 £77,700.94