

**Woldingham Parish Council**  
**Draft minutes to be approved at the next meeting**

**MINUTES of a Meeting held on Zoom on Wednesday 27 January 2021 at 7.30 pm.**

**Present:** Alex Foulds, Rebecca Fuller, Keith Jecks, Peter Holbrook, Becky Rush, Marc Sculthorpe, Deborah Sherry (Chairman), Denise Todd Karen Newman (Clerk) and Terri Waghorn (Planning Administrator)

Presentation made by David Brown, Director of Newsteer on behalf of his client Mr Lipman owner of Northdowns Golf Club

Presentation by Martin Lewis Chairman of Woldingham Village Hall re Inpost

**Janine Battersby forwarded to the Parish Council an update on the work of “viralkindnessWoldingham” and the Crescent regeneration.**

Update @ January 25, 2021

These efforts are ongoing and undertaken on behalf of the WPC Crescent Regeneration Project 2017

- (1) In hand 3 Groundworks and Landscaping Contractors are in the process of compiling quotes for the remaining works on The Crescent Green: 1. Remove the existing paving and store at The Glebe - the Trustees have asked for all the paving so that it may be reused 2. Make good and even all kerb stones 3. Remove all soil to the depth of the kerbstone and dispose 4. Fill with 'poured concrete' and any recommended strengthening (rebar or equivalent) - finish with a mock paved pattern 5. Make good the entrances (2 - north and south) and place suitable and substantial bollards in order to prevent and further deterioration of the kerbs or the green swarth - ensuring the road sign is visible 6. Create a path to the Bench and Little Free Sharing Library as the ground for 5-6 months of the years is so slippery 7. Replace all bollards with oak bollards and place an additional one at the south end such that the 3gang mower can gain access but not a car or van - again The Glebe Trustees have indicated that they would take all the removed bollards - whole and partial to be repurposed on the land 8. Contractors are: R. Exall and Sons, Bill Kear Limited, Dodwells Limited - all are local and come highly recommended by local residents Issues: Parking for the duration of the project Timing - all three contractors have indicated they are very busy - heads we may have to wait!! Road Surface needs to be re-dressed - could this be co-ordinated if there is a road closure put in place ?

Rubbish Bins need upgrading - and more of them are needed..TDC? To be discussed further

If the shop extensions are agreed and the pavement at the front of the shop is reduced to the 'standard' width (as it is proposed) - where does the rubbish bin go and the cycle stands - I express a concern that the space at present is a huge social asset - you only have to stand outside for half an hour so see the amount of interaction that takes place - where will this move to - or will it be lost - so is this the right time to consider a larger paved area on the free by the bench and the library - otherwise all this folks who wait patiently to go in the shop now (because of social distancing) and those that chat for a while will end up in the road..? Also, will the Royal Mail Letter box have to be relocated as a consequence and any external promotions (A signs etc) already create obstacles and this would be exacerbated if they were to remain. I appreciate this is speculative and depends on the outcome of TDC Planning - however, it is significant if the plans put forward are allowed as presented - the front of the shop would be in line with Crane Catering.

#viralkindnessWoldingham 2020 - The hub and a few volunteers are still workings - we have a few 'people of concern' we are working with The village residents attend some 7 different Doctors' surgeries - all outside the Parish boundaries - this means the COVID19 Vaccines are being delivered in places as they serve different surgeries - we have not had transport issues - we have come across a few 'overlooked' residents in the 80+ cohort - these have all been sorted. Those who are house or bed bound have had to wait until the Oxford AstraZeneca vaccine was shipped here - it is more easily transported and may be kept in domestic 'fridges' unlike the Pfizer version. At the time of writing these are pending. There are over 300 households (out of 750-ish) that are classed as vulnerable, eco, shielding etc across the village. We have been able to support a resident being moved in to residential care for their own safety in recent weeks. This has been done with all appropriate agencies. Present concern is for the emotional and mental wellbeing of many - telephone buddy systems are in place and this community has a myriad of quiet networks of support.

Woldingham Resilience / Emergency Plan Work is on going and I will be submitting a draft for discussion. This would require a separate meeting with WPC in full please in February. It is a huge piece of work and is complex.

**1. Apologies:** No apologies

**2. Declarations of Disclosable Pecuniary Interest (DPI):**

None declared

**Declarations of Bias Interest:**

Cllr Rush – SCC

Cllr Sherry – CIC

Cllr Sculthorpe – CIC

Cllr Todd – Coffee Shop Grant request

Cllr Jecks – TDC

Cllr Fuller – snow contract

3. **Minutes:** The Draft Minutes of the meeting of 25 November 2020 had been circulated to all Councillors and placed on Woldingham.com and facebook. The minutes were accepted as a true record.

4. **Matters arising from the Minutes: -**  
Any matters arising would be covered during the meeting.

5. **Planning:**

Appendix A had been forwarded to all Councillors before the meeting and are attached to the minutes.

Flemings – objection, agree with Historic England

Little Oaks – no objection

Feather Farm – no objection

Espinette – other, do not think falls under permitted, TDC to check

Birchwood House – objection

52 Hilltop Walk – no objection

A planning meeting was arranged for Thursday 4 February 2021 to cover the applications that had recently come in. The planning assistant will prepare the agenda and put on Woldingham.com and Facebook.

b. Infringements: Nothing to report.

6. **Finance:**

a. **Payments:** The payments as listed in *Appendix B* were circulated to all Councillors before the meeting. The Parish Council voted to agree that all payments were authorised and should be signed as approved.

b. **Precept:** The Chairman advised that she had worked with the Vice Chairman, Cllr Foulds, to go through the precept budget and sent the figures to the internal auditor. The Chairman confirmed that the precept, as previously agreed, was being kept at the same amount as last year, at £44,040.

c. **Grants:** The Chairman advised that the Clerk had contacted SSALC for advice re the grant for the pop up coffee shop and had received more details from the applicants. The Parish Council ratified, that as agreed by email, the Clerk should purchase on behalf of the Council the required tables and chairs at a cost of £350 which will be loaned to the applicants while they run the pop up coffee shop.

7. **Miscellaneous Matters:**

a. **Gas Works** – Cllr Rush advised that Croft Road was now reopened with works due to start on the 15 February on Haliloo Valley Road at the junction to Butlers Dene to Lunghurst Road and this will take 3 weeks. After that they will return to Croft Road and High Drive. Cllr Rush advised that SGN's contract is coming to an end and will be going back out to tender.

b. **Biggin Hill** – Nothing to report and item will be removed from the agenda.

- c. **NDGC** – The Chairman advised that no decisions could be made on the proposal made by David Brown until a formal planning application was received.
- d. **Horse Signs** – The Clerk confirmed that payment has been made and was just waiting on confirmation from SCC when the signs would be put in place. This item is to be removed from the agenda.
- e. **Snow/Grit Procedures** – Cllr Sculthorpe advised that he spoken to Nick Fuller who had confirmed that the Salt will need to be removed at the end of March and suggested that it could be stored outside on wooden pallets. The Clerk advised that she had emailed the company the Salt was purchased from to see whether they would be prepared to take back and deliver at the start of the winter season. The Clerk confirmed that she had received the costing for a new gritter/spreader £6995 net plus £350 delivery. The Clerk advised that Nick Fuller had mentioned that as well as Tatsfield, Warlingham and Whyteleafe had expressed interest in contributing towards the new machine. The Parish Council expressed concern how areas could be covered in an evening and the Clerk was asked to contact Nick Fuller for confirmation before making a decision on whether, to contact the Clerks of Warlingham and Whyteleafe.
- f. **Website** – The Chairman asked Cllr Fuller to work with the Clerk on looking into updating/rebuilding the website. Cllr Rush mentioned that Warlingham and Tatsfield had recently had their websites updated. The Clerk will contact to find out which company they used.
- g. **Storeroom on the Glebe** – Cllr Jecks will find out whether planning permission is needed and report back.
- h. **Newsletter** – The Chairman and Vice Chair will discuss the content and report back to the Council.
- i. **Parking on verge on Northdowns Road** – The Parish Council noted that they did not own the road or land and the only viable option would be for the land owner to place bollards on the verge.
- j. **Cameras on the Viewpoint** – Cllr Todd expressed concern about the vandalism and flytipping at the viewpoint and asked whether solar cameras could be placed in the area. The Chairman reminded that this is not in the parish of Woldingham but instead Oxted and Cllr Jecks agreed to take this up on the Council's behalf.

## **8. Woldingham Neighbourhood Plan:**

- a. **CCTV** – Cllr Fuller will obtain quotes for two cameras to either end of the Crescent and to enquire about a new maintenance contract. Cllr Fuller will also obtain costings for solar cameras which could be installed at the viewpoint.
- b. **Speeding** – The Clerk had circulated to the Parish Council the email from Surrey County Council confirming that they would carry out a week-long traffic survey in the Spring. A discussion took place as to where the survey company would be able to attach their equipment and Cllr Foulds will share the suggestions and arrange for this to be set up for the Spring.
- c. **Electricity on the Green** – Cllr Holbrook advised that the digging of the trench had been delayed so UK Power had to be put on hold. The Clerk has rearranged for the end of March.

**d. Additional Crescent and Green works** - The Parish Council acknowledged receipt of Janine Battersby's update. The Clerk advised that she will again reach out to TDC regarding the bollards around the Green. The Chairman advised that the Glebe sought Parish Council's support for their SCC grant bid for the community activity infrastructure on the Glebe but that no funds were requested from the WPC.

**e. Path signage and regeneration** - Cllr Todd advised the Parish Council that a few signs and styles need replacing. Cllr Todd mentioned that a number of footpaths are incorrectly reflected on the map and Cllr Rush suggested that she contacts SCC Countryside Officer. It was noted that Madeira Walk gets very muddy and the Parish Council will obtain a quote for hardcore or similar to improve the path. The footpath at the viewpoint down through the horse field to Southdowns is very narrow and some paths have been washed away and are full of rabbit holes.

**9. Reports:** Gatwick Airspace and Noise Management Board Public Meeting 3 December – Cllr Holbrook attended on zoom and advised that most of the meeting was about what Gatwick are doing. Gatwick is 80% reduction of flights and will take four years for them to recover. The new charge of £5 to drop off is now in place. Cllr Holbrook advised that he will be joining the Noise Management Board.

#### **11. Meetings to attend**

#### **12. Correspondence:**

No correspondence

#### **13. Any Other Business:**

Cllr Rush reminded the Parish Council about the 'your fund surrey' which is a community fund of 100 million available for communities to come up with big ideas on how to improve your community. The first banding of funding is available in February/March 2021 and this is what the Glebe is applying for.

Cllr Rush advised that she is going to investigate to see whether she can get hold of a refurbished VAS sign which used to belong to the Police. The will be a one off cost of £100.

Cllr Rush advised that SCC are just setting up a committee of Councillors and Chalk Pit Quarry and she will be a member.

#### **14. Parish Council Calendar/articles for magazine:**

The following articles were agreed for the February edition – deadline by 3 February latest.

Elections/precept – Chairman  
Footpaths – Cllr Todd  
CCTV – Cllr Fuller  
Virtual meeting closed at 10.30pm

Next virtual meeting Wednesday 24 February 2021 7.30pm by Zoom.

**Woldingham Parish Council**  
**Appendix A**  
**(27<sup>th</sup> January - Zoom)**

**Planning Matters to be considered**

**2020/2284 Flemings, The Ridge, Woldingham CR3 7AL**

Conversion of outbuilding (Magazine Block) into annexe with associated internal and external alterations.

**2021/2295 Little Oaks, Park View Road, Woldingham CR3 7DL**

Demolition of existing double garage and erection of new triple garage in alternative location. Erection of replacement porch to front door of main dwelling.

**2020/2061 Feather Farm, Southfields Road, Woldingham CR3 7BG**

Demolition of existing timber poultry shed and steel feed store shed. Erection of steel construction agricultural barn.

**2021/57 Espinette, Slines Oak Road, Woldingham CR3 7HN**

Erection of double garage. (Certificate of Lawfulness for a Proposed Development.)

**2021/78 Birchwood House, Woldingham Road, Woldingham CR3 7LR**

Erection of a single storey outbuilding over existing outdoor swimming pool.

**2021/64 52 Hilltop Walk, Woldingham CR3 7LG**

Erection of a Single storey rear and side extension

**Application Outcomes notified by Tandridge District Council**

**2020/125 The Woldingham Golf Club, Halliloo Valley Road, Woldingham CR3 7HA**

Erection of advertising board at golf club entrance to display advertising directly linked to the activities of the club.

WPC Recommendation: No Objection Application Outcome: Refused

**2020/1055 Barnfield, Lunghurst Road, Woldingham CR3 7EJ**

Erection of entrance gate with associated brick walls and piers.

WPC Recommendation: No Objection Application Outcome: Approved

**2020/1151/TPO Woldingham Village Hall, Station Road, Woldingham CR3 7DA**

T1 (ASH) Fell due to Ash Dieback disease

WPC Recommendation: No Objection Application Outcome: Approved

**2020/693 Paddock Barn Farm, Godstone Road, Caterham CR3 6SF**

Demolition of office (Building A) and mobile home (Building B). Retention of security hut, security gate and replacement building.

WPC Recommendation: Objection Application Outcome: Approved

**2018/226/Cond1 Woldingham School, Marden Park, Woldingham cr3 7ya**  
**Details pursuant to the discharge of Condition 4 (Drainage) of planning**

permission ref: 2018/226 dated 24th June 2020 (Erection of a Learning Resources Centre, erection of sports pavilion, formation of tennis and netball courts, and formation of a new car park).

WPC Recommendation: Abstain Application Outcome: Approved

**2020/1550 Elmwood, Lunghurst Road, Woldingham CR3 7EG**

Demolition of garage building and erection of replacement garage. Erection of part single/part two storey side and rear extension in association with dormer windows and conversion of additional loft space to habitable accommodation. Changes to fenestration.

WPC Recommendation: No Objection Application Outcome: Approved

**2020/1501 Croft House, Croft Road, Woldingham CR3 7EN**

Erection of front entrance gates. (Certificate of Lawfulness for a Proposed Use or Development)

WPC Recommendation: Other Application Outcome: Approved

**2020/486 Land off church Road, Church Road, Woldingham CR3 7JX**

Erection of mesh fencing to replace some existing barbed wire fencing, erection of three gates and electric fencing to provide restricted grazing areas for horses.

WPC Recommendation: Objection Application Outcome: Refused

**2020/1700 Eskar, Northdown Road, Woldingham CR3 7AA**

Demolition of existing car port. Erection of part single/part two storey front, side and rear extension and installation of 3 skylights, in association with a loft conversion into an habitable accommodation.

WPC Recommendation: No Objection Application Outcome: Approved

**2015/79/Cond1 The Warren, Church Road, Woldingham CR3 7JH**

Details pursuant to the discharge of Condition 3 (Materials) of planning permission ref:2015/179 dated 8th September 2017 (Demolition of existing dwelling. Erection of dwelling and outbuilding).

WPC Recommendation: No Objection Application Outcome: Approved

**2020/1812 Espinette, Slines Oak Road, Woldingham CR3 7HN**

Erection of single storey detached garage. (Certificate of Lawfulness for Proposed Use or Development)

WPC Recommendation: No Objection Application Outcome: Approved

**2020/2069 Espinette, Slines Oak Road, Woldingham CR3 7HN**

Variation of Condition 2of planning permission ref 2018/389 dated **14/09/2018** to allow an external canopy (Erection of two storey extension to front, rear, sides elevations including roof alterations)

WPC Recommendation: Objection Application Outcome: Refused

**2020/2103 North Hawke, High Drive, Woldingham CR3 7ED**

T1) - x1 Chamaecyparis Lawsoniana - Fell. - (Please refer to photos provided)  
T2-T8) - x 7 Betula pendula - Thin Crown by 15%.

WPC Recommendation: No Objection Application Outcome: Approved

**2020/2056/TPO Croft House, Croft Road, Woldingham CR3 7EN**

T1) - Black pine - Remove. T2) - Yew tree - Remove.

WPC Recommendation: No Objection Application Outcome: Approved

**2020/2121 Rosemullion, Northdown Road, Woldingham CR3 7AA**

Erection of single storey rear Orangery (Certificate of Lawfulness for a Proposed Development.)

WPC Recommendation: No Objection Application Outcome: Approved

**2020/2078 Hollies, Lunghurst Road, Woldingham CR3 7EG**

Erection of single storey rear extension, 1 dormer to the front roof slope and 3 dormers to the rear roof slope in connection with conversion of loft to habitable accommodation

WPC Recommendation: No Objection Application Outcome: Approved

**2020/2031 Ingledene, Station Road, Woldingham CR3 7DX**

Erection of detached outbuilding. (Certificate of Lawfulness for Proposed Use or Development)

WPC Recommendation: No Objection Application Outcome:  
Withdrawn/substituted

**Appeals lodged with Planning Inspectorate**

**2020/686 Land adjacent to West View, Southview Road, Woldingham CR3 7AB**

Erection of detached single storey dwelling, formation of new driveway with access onto Southview Road and associated works. Objection

Application Outcome: Refused

**2020/1078 Robin Hill, Southfields Road, Woldingham CR3 7BQ**

Erection of a single storey side/front extension. Objection

Application Outcome: Refused

**2020/1187 Sunny Bank, Southfields Road, Woldingham CR3 7BG**

Erection of a two storey (ground floor & basement) rear and side extension. Objection

Application Outcome: Refused

**2020/1263 Combe Hay, Butlers Dene Road, Woldingham CR3 7HX**

Erection of part single/part two storey side extension, two storey front extension and two storey side/rear extension in association with first floor with new roof over. Replacement of detached garage.Changes to fenestration including removal/installation of windows/ doors and two rooflights. No Objection

Application Outcome: Refused



**WOLDINGHAM PARISH COUNCIL**  
**APPENDIX B**  
**1 December 2020 - 27 January 2021**

**Expenses to be authorised for bank transfer**

Karen Newman Wages LGA (1972 s.111)	£702.40
General Expenses LGA (1972 s.111)	£96.39
Terri Waghorn Wages LGA (1972 s.111)	£230.72
<b>Total Expenses</b>	
<b>£1,029.51</b>	

**Expenses paid during the month – Treasurers Account**

Well Medical Ltd re Batteries and Packs (s.137)	
£475.02	
SCC re Horse signs (Road Traffic Act 1984 s.72)	
£2214.13	
K Newman December wages/expenses (LGA 1972S.111)	
£803.99	
T Waghorn December wages (LGA 1972s.111)	
£230.72	
K Newman December zoom monthly payment (LGA 1972s.111)	
£14.39	
J Cornish December Website (LGA 1972s.111)	
£37.50	
K Newman purchase of table and Chairs re popup coffee shop (s.137)	
£355.00	
DM Payroll Admin Fee (LGA 1972s.111)	
£66.00	
LexisNexis re Arnold Baker latest edition (LGA 1972s.111)	
£119.99	
UK Power Cancellation Fee (Parish Council Act 1957 s Highways Act 1980 s301)	
£38.40	
K Newman expenses Zoom and McFee Protection LGA (1972S.111)	
£104.38	
<b>Total Expenses</b>	
<b>£4,459.52</b>	

**Transfers from business to Current**

17/12/2020	
£4,000.00	
<b>Total</b>	
<b>£4,000.00</b>	

**Transfers from Current to business**

None

**Expenses paid during the month – Business Account**

None

**Expenses to be authorised by cheque**

None

**Receipts since last meeting to Treasurers Account**

None

**Receipts since last meeting to Business Account**

VAT claim	£2,385.01
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**Treasurers Accounts (Current)**

Balance as of 25 November 2020	£1,519.56
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Payments made during the Month	£4,459.52
Transfer from Business Account	£4,000.00
Transfer to Business Account	£0.00
Monies to be authorised for payment	£1,029.51
Monies received	£0.00
<b>Balance as of 27 January 2021</b>	<b>£30.53</b>

**Gold Account (Deposit)**

Balance as of 25 November 2020	£95,827.00
Transfer to Treasurers	£4,000.00
Transfer from Treasurers	£0.00
Interest 9/12	£0.84
Interest 11/1	£0.84
Monies received VAT	2,385.01
<b>Balance as of 27 January 2021</b>	<b>£94,213.69</b>

**S137 Expenditure (net) - 1539 residents at £8.32 = £12,804.48**

*Expenditure 2020/2021*

J Battersbury postcards re Viral Kindness	£35.39
Air Ambulance Grant	£1,000.00
Woldingham Village Social Club	£4,000.00
Purchase of table and chairs re popup coffee shop grant	£295.83
Wel Medical re defib batteries and packs	£395.85
<b>Total to-date</b>	<b>£5,727.07</b>

**137 Expenditure Total Left £7,077.41**