

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

MINUTES of a Meeting held in the Main Hall at Woldingham Village Hall on Wednesday 26 May 2021 at 7.30 pm.

Present: Irina Hoble-Aldersley, Alex Foulds, Nicholas Gardner, Kate Holmes, Peter Hutchinson, Carole North, Deborah Sherry (Chairman), Karen Newman (Clerk) and Terri Waghorn (Planning Administrator)

6 residents jointed the meeting by zoom.

Mr and Mrs Gavin attended the meeting and presented to the Parish Council on their planning application 2021/365 9 Beulah Walk.

Janine Battersby joined the meeting by zoom and gave an update to the Parish Council on the work of “viralkindnessWoldingham” and the Crescent regeneration project with which she is helping the Council.

(1) ViralkindnessWoldingham - volunteers still present and a few still working - no Covid19 issues per se - working with local authorities and central gov on broadband poverty and elderly persons access and capabilities as government and other bodies become entirely internet centric and thereby depriving sections of society unable to source info, comply and communicate with those bodies - will be attending TDC July 5 update.

(2) The Crescent - need to understand whose responsibility the renewal of the path etc actually is given the recent revelation that is supposedly belong to TDC and all works etc are the responsibility of TDC so much so local gardening volunteers have been asked to cease any works on the Crescent Green despite this being OK for the last 10s of years.

(3) North Downs Golf Course - have orchestrated a response to this - over 300 emails distributed to local households, Woldingham Community, Woldingham Then and Now and Looking After Woldingham's Facebook Groups - to date some 120+ comments have been posted on TDC website

(4) Artworks in Woldingham exhibition postponed again and a new proposal will be present at the June WPC

(5) Purchase of rooted Christmas trees for the crescent has been mooted - given TDC's recent reaction to community efforts on the Crescent could WPC check to see if this is possible otherwise could they be placed on The Village Green?

(6) Jackie Flaherty donated two pencil drawings of the Village Shop Team - would the WPC sponsor the frames and brass plaques and agree to be present at the presentation in July 2021? Costs incurred for Frames £27.97p

and the brass plaques are £20.00 - will be a gift from the village to say thank you for their above and beyond efforts in 2020/21

(7) Police called 2 x to the village regarding youth activities and behaviour - drug taking smoking now happening in St Paul's Church Gardens - Glebe has removed trees to stop drug use in dens.

(8) Would the WPC like to be associated with the Village Picnic on June 27 on The Glebe- would it be willing to sponsor a marque to weatherproof the event? Costs to be forwarded. End of Covid Regs celebration - let's hope.

(9) 2022 is the Platinum Anniversary year of the Queen's accession to the throne (February 1952) - can we make some plans?

Surrey County Councillor Becky Rush joined the meeting by zoom to update the Parish Council. Cllr Rush introduced herself to the new members of the Parish Council and advised what Surrey County Council was responsible for:- Highways, waste disposal, recycling centres, social care, education and fire & rescue.

- Emergency closure of Northdowns Road at the junction with Church Road. This sudden closure was due to an emergency – there was planned work to be carried out under traffic lights but there was a ‘high voltage issue’ so the road had to be closed. Surrey highways brought forward the completion time table for this work in order to force Power Networks to re-open the road at the first opportunity.
- Gasworks – nothing to report; still trying to get a response from Essex Utilities for updates on the works.
- Biggin Hill Airport – is going to Bromley Council to apply for a change of leased to allow them to accept fee paying passengers on small private jets. Have been in correspondence with the CEO David Winstanley and working with Tatsfield Parish Council. Mr Winstanley advised that there will be no change to flights paths or sound.
- Surrey County Council Speed test requested by Parish Council – The Clerk confirmed that she had paid the invoice.
- Safety at Woodlea School – this had been raised through Cllr Foreman. Cllr Rush advised that Long Hill is a Private Road and will contact Highways to ask who is responsible to pay for zig zags outside the school. Cllr Rush also mentioned that a Road Safety Team had looked at the school and will get hold of a copy of the report.
- Crescent Resurfacing – The Clerk confirmed that she had paid the balance of £5,000. Cllr Rush confirmed that no date had been confirmed but will be pushing for as late as possible due to the building work at the Shop and the Garage.
- HGV Watch – Cllr Rush advised that this is a community group (like Speedwatch) who monitor HGV on width restricted roads, i.e. Chalk Pit Lane. The resident takes a picture of the lorry/van, number plate, date and time – they will be issued a warning letter 2 times and then on the 3 offense a visit by the police and a fine. Cllr Rush shared this

information to make the council aware for when it is launched later in the year.

At the Annual Meeting of the Parish Council which was held on Wednesday 12 May Cllr Sherry was elected Chair and Cllr North Vice Chair of the Parish Council. Cllrs Sherry and North signed their Declarations of Office.

Also at the meeting Cllr Holbrook accepted the position of Head of Planning, Cllr Hutchinson the position of Head of Finance and Cllr Gardner Head of Security.

1. Apologies: Cllrs Foreman and Holbrook.

2. Declarations of Disclosable Pecuniary Interest (DPI):

None declared

Declarations of Bias Interest:

Cllr Sherry – CIC

Cllr North – member of another authority TDC

Cllr Holmes – re planning 2021/777 Greenbanks, Park View Road

Cllr Hoble – Aldersley – re planning 2021/365 9 Beulah Walk

3. Minutes: The Draft Minutes of the meeting of 21 April 2021 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.

The following decision were taken:

NDGC – decision and grounds to object determined at prior meeting; the Chairman advised that the Parish Council was finalising the joint letter with the Woldingham Association which will be circulated to all Councillors.

Fleetwood, Lunghurst Road – refer to the Tree Officer for decision.

Hollyview, Butlers Dene Road – the planning assistant will apply for an extension

Choroni, Nethern Court Road – objection

2021/846 Little Meadow, Halliloo Valley Road – the planning assistant will apply for an extension as a site visit is needed, appeared to be objection, subject to site visit confirming

2021/860 Little Meadow, Halliloo Valley Road – the planning assistant will apply for an extension as a site visit is needed, appeared to be objection, subject to site visit confirming

Greenbanks, Park View Road – no objection

9 Beulah Walk – Cllr Hoble-Aldersley was asked to leave the room while this planning application was discussed. The Parish Council agreed that they wished to object.

Cllr Hoble-Aldersley rejoined the meeting.

b. Infringements: The Planning Administrator had submitted three infringements to Tandridge District Council – will chase up and update at the next meeting.

Feather Farm, Southfields Road
Valley Fields, Southfields Road
Orchard Farm, Southfields Road

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 off as approved. Cllr Hutchinson advised the meeting that he had met with the Internal Auditor and gave a brief outline on where the Parish Council get its income from; precept and CIL. Cllr Hutchinson mentioned that the Parish Council needs a checking system on when the CIL monies need to be spent by and a plan on expenditure.
- b. **End of Year Accounts:** The accounts had been circulated by the Internal Auditor to all Councillors. The Parish Council agreed that the accounts were a true copy of finances.
- c. The Clerk had circulated to all Councillors before the meeting a copy of the AGAR form: Section 1 – Annual Governance Statement 2020/21 – acknowledge our responsibility for ensuring that there is a sound system of internal control including arrangements for the preparation of the Accounting Statements. Confirm to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 2 March 2021 that: the Parish Council agreed that questions 1 – 8 the answer is yes and question 9 is N/A.
- d. The Clerk had circulated to all Councillors before the meeting a copy of the AGAR form Section 2 Accounting Statements 2020/21. The Parish Council approved the figures stated on the form for submitting to the External Auditor.

7. Miscellaneous Matters:

- a. **Gas Works** – Nothing to report see Cllr Rush's comments above.
- b. **NDGC** – See comment above in Planning
- c. **Snow/Grit Procedures** – The Clerk will send Cllr Hutchinson the cost of the new salt spreader and the contract so that he can liaise with Warren Barn Farm.
- d. **Website** – In progress and an update will be given at the June meeting.
- e. **Newsletter** – Cllr Foulds will recirculate initial draft to all Councillors over the weekend for comment.
- f. **Open Spaces** – Cllrs Foulds and North will update at the June meeting.
- g. **APM/Annual Meeting** – The Chairman advised that the Annual Meeting of the Council had taken place on 12 May where the new Chair, Cllr Sherry

and Vice Chair Cllr North was elected. All Councillors signed their interest forms and Declarations of Office. A discussion took place with regard to hold the Annual Parish Meeting and it was agreed that this would be held (if restrictions allow) on Friday 23 July.

- h. **Storeroom on the Glebe** – The Clerk confirmed that the new Shed had been ordered and should be in situ at the latest the beginning of August.
- i. **Open Reach for fibre broadband** – Cllr North advised that she was working with Terri Waghorn on Church Road, Northdown Road and Slines Oak Road Will let the Parish Council know when the roads are firmed up.
- j. **Parking/Safety at Woodlea** – this was covered above in Cllr Rush's report.
- k. **Woldingham Archives** – The Chairman advised that as we had not been approached directly by the Woldingham History Society there was no action required, but should the WHS wish support we would be happy to discuss.
- l. **The Green** – The Clerk had circulated the response from Tandridge District Council with regard to making safe the front of the Green, Station Road side. TDC had advised that it would only be happy to put bunds in due to the amenities underneath. The Clerk advised that she would go back to the resident to advise them of the outcome and report back at the next meeting. The Chairman advised that she would speak to Geoffrey King.
- m. **Eye Test Policy** – The Clerk had circulated to all Councillors before the meeting the Council's proposed eye tests and spectacles policy for employees only. The Parish Council agreed to adopt this policy and the Clerk will arrange for it to go onto the website.

8.Woldingham Neighbourhood Plan:

- a. **CCTV** – The Clerk advised that she is still waiting for information from Rebecca Fuller and once this is received will be passed on to Cllr Gardner as Head of Security.
- b. **Speeding** –The Clerk confirmed that she had paid the invoice and is awaiting a date for when this will be carried out. The Chairman asked Cllr Gardner, new Head of Security and Safety, to manage the speeding initiative and the VAS signs, including the battery care and advised that Keith Jecks will go through the maintenance with him.
- c. **Electricity on the Green** – The Clerk confirmed that we are still waiting for a meter to be fitted and will chase Octopus Energy again.
- d. **Additional Crescent and Green works** – Covered in Janine Battersby report above.
- e. **Path signage and regeneration** – Denise Todd will join the June meeting to update the Parish Council.

9. Reports:

Nothing to report.

10. Meetings to attend

No meetings to attend.

11. Correspondence:

SE Planning Services re Forest Ridge – the Chairman confirmed that both herself and Cllr Holbrook will be drafting a response.

12. Any Other Business:

The Parish Council agreed that it would support the cost of £50 for the frames and brass plaques to say thank you to the Amin's and Emmie for all their hard work during the pandemic.

13. Parish Council Calendar/articles for magazine:

The following articles were agreed for the June edition – deadline by 4 June latest.

APM – 23 July 2021
Update on Parish Council

Meeting closed at 10pm

Next meeting will be held on Wednesday 30 June 7.30pm in the Village Hall.

Woldingham Parish Council

Appendix A – 26th May 2021 – Village Hall @ 7.30pm

Applications recently notified by Tandridge District Council

2021/525 Northdown Golf Club, Northdown Road, Woldingham CR3 7AA

"Reconfiguration of existing golf course including the erection of replacement buildings (including clubhouse), part conversion of existing clubhouse to form a single dwelling and the erection of a single dwelling".

2021/484 Fleetwood, Lunghurst Road, Woldingham CR3 7EG

Variation of condition 7 & 8 (Tree protection) of planning permission ref: 2020/2164 (Erection of 4-bed dwelling and detached garage with workshop, new driveway and associated landscaping) to allow for revised tree works.

2021/769 Holly View, Butlers Dene Road, Woldingham CR3 7HH

Erection of single storey side and rear extension to existing garage and landscaping alterations.

2021/558 Choron, Nethern Court Road, Woldingham CR3 7EF

Erection of new four bay timber garage.

2021/365 9 Beulah Walk, Woldingham CR3 7LN

Demolition of all existing buildings. Erection of new two storey 4 bedroom dwelling (part sunken into the land slope) with single storey side area sunken into the ground. Additional hardstanding to front driveway.

2021/846 Little Meadow, Halliloo Valley Road, Woldingham CR3 7HP

Erection of single storey infill extension to connect existing outbuilding to dwelling

2021/860 Little Meadow, Halliloo Valley Road, Woldingham CR3 7HP
Erection of new carport.

2021/777 Greenbanks, Park View Road, Woldingham CR3 7DL
Erection of a single storey rear extension

Application Outcomes notified by Tandridge District Council

2020/2199 The Crescent, 12 The Crescent, Station Road, Woldingham CR3 7DB

Demolition of covered area and erection of single storey side extension and internal alterations.

WPC Recommendation: No Objection Application Outcome: Approved

2020/2273 Northdowns Farm, Marden Park, Woldingham CR3 7JE

Demolition of storage shed and erection of proposed storage shed.

WPC Recommendation: No Objection Application Outcome: Approved

2021/2282 Southdean, Northdown Road, Woldingham CR3 7BD

Replacement gates to front boundary, replacement of visible fence and addition of a pedestrian gate

WPC Recommendation: No Objection Application Outcome: Approved

2021//331 Farmdale, Butlers Dene Road, Woldingham CR3 7HX

Demolition of existing conservatory and erection of single storey rear extension. Changes to fenestration.

WPC Recommendation: Objection Application Outcome: Approved

2021/470 Espinette, Slines Oak Road, Woldingham CR3 7HN

Erection of a timber framed garden shelter. (Certificate of Lawfulness for a Proposed Development)

WPC Recommendation: No Objection Application Outcome: Refused

2012/267 Silver Trees, Upper Court Road, Woldingham CR3 7BF

Conversion of existing garage to habitable accommodation including the replacement of garage door with external wall and window. (Certificate of Lawfulness for Proposed Use or Development)

WPC Recommendation: No Objection Application Outcome: Approved

2020/2194 b Bourne House, Park View Road, Woldingham CR3 7DN

Erection of a single storey pool house, landscaping to the garden area and retention and completion of retaining walls.

WPC Recommendation: Objection Application Outcome: Approved

Appeals lodged with Planning Inspectorate

No new appeals have been reported by Tandridge District Council

WOLDINGHAM PARISH COUNCIL
APPENDIX B

26 May 2021

Expenses to be authorised for bank transfer

T Waghorn Wages/Expenses LGA 1972 s.111	£238.40
K Newman Wages/Expenses LGA 1972 s.111	£838.09
Total Expenses	
£1,076.49	

Expenses paid during the month – Treasurers Account

Surrey County Council re funding for speed survey LGR Act 1997	
£180.00	
Surrey County Council re contribution to resurfacing The Crescent PCA 1957 s.3	
£5,000.00	
Karen Newman expenses re Microsoft Office LGA 1972 s.111	
£79.99	
Gardencraft re Slines Oak Island PCA 1957 s.1	
£80.00	
Village Hall Rent LGA 1972 s,111	
£90.00	
J Cornish re Website April LGA 1972 s.111	
£87.50	
BWP Creative Ltd (re website) LGA 1972 S.142	
£233.64	
JCS IT Solutions LGA 1972 s.111	
£324.00	
BHIB Insurance LGA 1972 s.111	
£986.22	
K Newman Expenses re shredder LGA 1972 s.111	
£36.71	
Total Expenses	
£7,098.06	

Transfers from business to Current

21/4/21	
£2,000.00	
4/5/21	
£2,000.00	
24/5/21	
£5,000.00	

Transfers from Current to business

20/5/21	
£20,000.00	

Expenses paid during the month – Business Account

None

Expenses to be authorised by cheque

None

Receipts since last meeting to Treasurers Account

Precept	
£22,040.00	

Receipts since last meeting to Business Account

HMRC VAT	£324.73
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Treasurers Accounts (Current)

Balance as of 21 April 2021	£416.36
Payments made during the Month	£7,098.06

Transfer from Business Account	£9,000.00
Transfer to Business Account	£20,000.00
Monies to be authorised for payment	£1,076.49
Monies received	£22,040.00
Balance as of 26 May 2021	£3,281.81

Gold Account (Deposit)

Balance as of 21 April 2021	£86,215.89
Transfer to Treasurers	£9,000.00
Transfer from Treasurers	£20,000.00
Interest 10/5/21	£0.73
Monies received VAT	£324.77
Balance as of 26 May 2021	£97,541.39

S137 Expenditure (net) - 1539 residents at £8.41 = £12,942.99

Expenditure 2021/2022