

BURSTOW PARISH COUNCIL

Minutes of the Properties & Projects Committee meeting of Tuesday 28th February 2023 held at the Centenary Hall, Smallfield

OPEN FORUM: No residents attended

Attendance: Cllrs Bolton (Committee Chairman), Wates, Locke, Dodman, Hale, Gilbert and Herwig.
Cllr Morris attended via Zoom

- 1 Apologies received and accepted by Council from Cllr Carney
- 2 Declarations of interest – either personal or prejudicial on any agenda item: None
- 3 Dispensation: None required
- 4 The minutes of Tuesday 24th January 2023 were signed as a true record of the meeting
- 5 No matters arising from the minutes – for information only
- 6 Coronation Working party update – Cllr Herwig reported the bar, entertainment, burger van and merchandising are now booked/ordered. The posters will be printed shortly and an application for a lottery licence will be submitted in the near future. The event is now visible on the Tandridge website.
- 7 Playground Working Party update – Committee asked the Clerk to find out what plans the district has regarding the playground at Plough Road as the roundabout has been fenced off for some time. New brochures have been requested. The playground at the QEII field is very muddy in wet weather and ideally a better surface would be installed.
- 8 Car Park lease update – Cllr Wates said that Nicholas Calver signed the lease as the Chairman (standing in for the Chairman) and is no longer a school governor that the School/LA do not think the lease is valid and needs to be re-signed. The School also contacted Cllr Wates raising concerns about their legal fees. Committee agreed that Council will not renege on its previous agreement to fund costs up until the 6th Sept 2021. Committee asked if Cllr Wates would be willing to stay on as a lay member of the Council to support the car park construction.
- 9 The nursery is owed approximately £5k in fees. Some parents have set up payment plans and will be monitored to ensure they are followed. Other parents will be contacted and advised Council will follow up until all fees are paid. The clerk has been instructed to use small claims proceedings if required.
- 10 A proposal by Cllr Bolton that BPC submit a grant application for an outdoor seating area and steps at the hall. Seconded by Cllr Hale and carried unanimously. Committee suggested applying for grant funding for furniture too. The Clerk will look into this.
- 11 To check and maintain or reassign areas of responsibility to Councillors
Cllr Wates assured Committee that the Centenary Hall was still standing and all was well.

Cllr Locke –Hall and car park drainage A new manhole and chamber was found along the boundary with Wheelers Lane, that contained a float switch. The Caretaker cleared the silt and we believe it acts as a trigger to stop the water being pumped from the pond into the ditch if there is insufficient capacity in the ditch.

Cllr Gilbert – no report

Cllr Herwig – Hall gardens – It's still too early in the year to be gardening. Along with Cllr Hale, she will be checking what new planting is required over the next few weeks.

Dowlands Lane field – Cllr Dodman – all well

Cllr Bolton – she will visit the site when it is warmer and see what else needed doing.

Hall equipment – The Clerk was instructed to order 10 new tables.

12 Items that Councillors would like to see on the next agenda or request the Clerk to carry out

Cllr Locke raised the issues with the phone mast and non-existent signal in the area. The mast either needs replacing or mending. The Clerk has contacted a number of companies that acquire land for masts but hasn't had a response. Committee asked the Clerk to contact our MP for an update as she has publicly said she is looking into the issue.

There being no further business, the meeting closed at 7.50pm. The next scheduled meeting is Tuesday 28th March 2023

Signed Dated