

BURSTOW PARISH COUNCIL

Minutes of the **Full Council Meeting for Burstow Parish Council held** on Tuesday 11th July 2023 at 7.00pm in the Centenary Hall, Smallfield

OPEN FORUM: No members of the public were present.

Attendance: Chairman Bob Locke, Cllr Andrew Gilbert, Cat Dodman, Debbie Hale, Eddie Lord, Linda Herwig and Nick Bush. Also present Clerk to Council and District Councillors Farr and Smith

- 020 Apologies were received from Cllrs Bolton, Carney and Morris for reasons noted and accepted by Council. CC Lesley Steeds also tendered her apologies.
- 021 No declarations of interest made or dispensations required
- 022 The minutes of the Annual Meeting of the Council meeting of Tuesday 9th May 2023 were signed as a true record of the meeting.
- 023 No matters arising
- 024 Chairman's Announcements - Cllr Locke welcomed all to the meeting and in particular Cllrs Bush and Dist Cllr Smith as new members. This is their first meeting as members. Cllr Locke reported that the nursery has now opened under new management and the first payment towards the equipment has been received. currently there are two staff and one child present though it is expected that more children will be starting soon. The first vLitter Angels session since Covid, being headed up by Cllr Bush is due to take place this coming Sunday from 8am. Please do spread the word to as many people as possible.

Cllr Locke advised Council that a CIL payment of approximately £4k would be forwarded from Tandridge in September. CIL money can only be spent on infrastructure projects. The Clerk will write a short brief for Councilor's on the topic for the next meeting. He also asked all members to think about suitable projects funds could be allocated towards.

The Coronation Event accounts have been finalised and there was a small profit intro £200. It was suggested this be donated to the Forget Me Not's dementia group and the Clerk was asked to set this in motion.

Standing Orders suspended for reports

- 025 County Calls Lesley Steeds - Cllr Steeds submitted a written report advising that the pavement along Redehall Road had recently been resurfaced with 'pavement slurry'. she hoped this would help with the worst of the pavement defects but recognised this wasn't a longterm solution to a poor pavement surface.
- 026 Dist Cllr Farr advised Council that a draft Planning Enforcement Policy has now been adopted by Tandridge and she hoped that enforcement would now work more effectively. She noted that TDC would need to take on more staff to manage the additional work and fully implement the policy.

- 027 Neighbourhood Plan update - Mr Peter Bond reported the Regulation 14 consultation had been carried out. A surprisingly small number of responses were received, many of which were supportive of the N. Plan. A response from one developer was highly critical though the sub-committee are confident that many of the statements made in it would be refuted. Mr Bond then detailed a brief timeline of events post consultation

1st Feb - Consultation closed,

4th May online meeting with new NP liaison at TDC, she advised she was working on on e Plan at the time and didn't work on any more than one at any one period. She also said that she worked part time and Burstow's NP was next on her list

6th June - BPC chased for an update

8th June - TDC liaison replied saying she would no longer be working on the Barstow NP next. List Cllr Farr raised on our behalf and

27th June - online meeting with new TDC liaison, Elliot Hale. prior to meeting he was given the documents but during the meeting it became apparent he had not as yet read them. It was agreed he would read, the subcommittee would continue to work toward Reg 15 and a meeting would take place soon.

Mr Bond said that the subcommittee has not really felt supported by the Tandridge DC officers throughout this process. One question in particular surrounding land allocation remains outstanding.

Cllr Lord suggested a full list of all sites should be included as part of the plan, including all discounted sites and an explanation as to why they have been discounted.

Mr Bond did say that all of the subcommittee are hugely grateful for the support and help Councilor Farr has given. Without her they would not have been given the latest liaison officer.

- 028 Neighbourhood watch update - Cllr Hale reported that earlier today a PCSO was in attendance at school drop-off time, moving vehicles along and helping ease congestion caused by poor/unlawful parking. It has been relatively quiet in the area though a contractor did have his vehicle and tools stolen from the Plough Road recreation ground while working there. The vehicle was later recovered but not the tools.

Dist Cllr Smith advised that he had been appointed to the PCC and the parish council should go to him for help with policing and crime matters. He advised that at the next PCC meeting he would be asking if the village PCSO would be replaced by a full police officer for the area and not stationed elsewhere. Cllr Smith also said that in the previous ten years there has been a reduction of 20% in officers and 40% in support staff.

Standing Orders re-instated

- 029 Letters - nothing of note

- 030 Standing Orders and Financial Regs review - Cllr Lord reported that no changes were required. Council thanked him for his work

- 031 Council received the following minutes from Committees

Planning

Finance & General Purpose

Properties & Projects

- 032 Review of: Inventory of land and assets, Insurance cover, Membership of other bodies, Councils complaints procedure and policy documents. Cllr Gilbert advised he would be meeting up with Cllr Bolton in the near future to review and report back.
- 033 Redehall Car Park update - Parish Clerk - The Clerk reported that Council received six sealed tender bids for the contract. Three of the quotes were immediately discounted as being unaffordable. Of the remaining three, two were identical cost and one was significantly cheaper. The working party were concerned that the bid was under priced as the contractor had submitted his bid very late in the day. However, his availability (caused by a very late-in-the-day cancelled job) counted highly in his favour. An extension was given to allow him to review and amend his bid before a decision would be made. The closing date is now set for the 21st August 2023 after which a decision would be made.
- 034 Gingerbread House Nursery update - Cllr Locke - see Chairman's Announcements.
- 035 Urgent matters

Members of the public were asked to withdraw from the second part of the meeting due to the confidential nature of discussions surrounding the car park and nursery

Signed Dated.....

Part II – CONFIDENTIAL

- 036 The minutes of Tuesday 11th July 2023 were signed as a true record of the meeting.

- 037 No matters arising

- 038 Finance & Banking

Nursery - the late fees by a family are being paid back.

Cllr Lord recommended that all Councilor's should have a 'business' email account to avoid their personal email accounts being reviewed by the Information Commissioner.

There being no further business, the meeting closed at 8.55pm. The next scheduled Full Council meeting is due to take place at 7.00pm on Tuesday 12th September 2023

Signed..... Dated.....