

BURSTOW PARISH COUNCIL

Minutes of the **Full Council Meeting for Burstow Parish Council held** on Tuesday 12th September 2023 at 7.00pm in the Centenary Hall, Smallfield

OPEN FORUM: The Chairman of Smallfield Sports Association attended the meeting to give Council a greater understanding about how the parish council grant of £1,000 was being used and to request that the funds be re-assigned to contribute towards lighting for the new path. Previously the Council had awarded this money as a part-contribution to the construction of a new path along the northern boundary of the recreation field and Plough Road. A second grant request was made for £1,000 to cover the VAT associated with the construction costs. As the Clerk checked the second application it became apparent that the entire construction costs had been met by Mr Knox of Knox Plant & Machinery as part of his social engagement work with Surrey County Council. Council then asked for a representative of the club to attend a meeting with a nominated Councillor and the Clerk to discuss as the terms of any grants awarded mean that the funds have to be spent on the project the award was made for.

He explained that the structure of the club is such that the Sports Assoc acts as an umbrella organisation over both the cricket and football clubs. Membership of the two clubs includes membership of the sports club in their annual fees. He didn't say what the annual subs were for the cricket club but explained that the annual membership of the football club included £30 towards the sports association. There are approximately 300 members. The Chairman went on to say that the club will be taking over the lease for the recreation ground. TDC is no longer offering leases at a peppercorn rent and also carrying out the maintenance, refurbishment or other work on the ground. If the club does not take over the lease then it is likely that TDC will close the ground. The district council will continue to cut the hedging and to clear away any fly-tipping, but all other costs, including mowing the grass will fall to the club. As yet they do not know how they will fund this. One contractor has indicated that this would cost it £6,600 for 18 cuts.

Cllr Gilbert, who previously met with Mr Howard-Smith, repeated that the Club's accounts must detail and funds awarded for specific projects as separate from general funds/donations and must remain ring-fenced for that particular project. Without that in place Cllr Gilbert would not support the re-assignment of the grant.

Dist Cllr Sue Farr advised that she was the district councillors allocated representative for the Sport Club but she has not as yet, received an invitation to attend any of the meetings. The Chairman said that he would look into this and ensure she was contacted before the next meeting.

Cllr Locke thanked the Chairman for attending and explaining the situation. He also advised that should the Club want to apply for future grants it would be helpful if they could include details of how many members live in the parish.

- 039 Apologies were received from County Councilor Lesley Steeds also tendered her apologies.
- 040 No declarations of interest made or dispensations required
- 022 The minutes of the Full Council Meeting of Tuesday 11th July 2023 were signed as a true record of the meeting, with one amendment to item 027 stating that Mr Elliott Hale was the assigned TDC neighbourhood plan liaison officer.
- 041 No matters arising
- 042 Chairman's Announcements - Cllr Locke welcomed all to the meeting after the summer break. He said that work has started on the new car park the previous day and, weather allowing, it was anticipated construction would take approximately 8 weeks. He had intended to ask Cllr Lesley Steeds if she knew when the road safety improvement scheme would be, but she was not at the meeting. He mentioned that Council was currently working on two projects. The first being that Cllr Bush as secured the services of the Community Service team to clear the Plough Road pavement of mud and vegetation, restoring the pavement back to its full width. The second project was at the early stage of trying to find a contractor who could clean out all the drains and roadside gullies to ensure the drainage system of Smallfield was as fully prepared for wet weather as possible.

Cllr Locke then mentioned that a former Councilor and Chairman of the Council is unwell and should any of this fellow Councillors would like to arrange a visit that they could obtain his number from the Clerk. Council united in sending best wishes to him and his family

Standing Orders suspended for reports

- 043 Dist. Cllr Sue Farr advised Council that the 'connect and dial' bus service was now operational and while it doesn't go to East Surrey hospital it does go to Redhill. She announced there was to be a public energy saving event at Oxted library on the 4th October. This would be offering tips on how to save energy and information on how to access hardship funding. Cllr Mick Gillman interjected to urge all councillors to pass on the details of the hardship fund to anyone in need that they know. The Clerk was asked to advertise this on the council's website and local Facebook.

Cllr Farr reported that the Planning Policy Committee would be considering the Inspectors most recent letter at a meeting later this month. The Inspector has advised TDC to withdraw the draft Local Plan as otherwise he will be forced to declare it 'unsound'. The Planning Policy committee will then make a recommendation to a full meeting of the council stating either they will withdraw the Plan or that they wish to receive his report. Councillors expressed concern that there would be an additional cost to local tax payers should the Council require a report. Both Cllr Farr and Cllr Gillman explained to Council that there would be no additional cost to Tandridge residents for the Inspectors report. They would however, have to pay for the services of the Inspectors admin agent. Cllr Farr said

that TDC members feel a report will be beneficial when it comes to preparing a new Local Plan.

Cllr Gillman believes a written explanation will be beneficial to residents and allow them to understand why the draft Local Plan was not considered 'sound'.

Cllr Richard Smith advised that Gatwick Airport have opened a consultation regarding future use of the northern runway and advised members to respond to the consultation.

Cllr Gillman then reported that a permanent Chief Planning Officer, Helen Murch, has been appointed. Cllr Farr said she had met with the CPO to discuss planning enforcement and brought her up to date with the most controversial matters.

- 044 Speedwatch – Cllr Bolton said that the group held a double session at the Redehall road site last week. They requested a police officer attend as this is the site where the volunteers receive the most public abuse. PC Hawkins stayed for the duration of the 2-hour session. The SW group has held 73 sessions in the year to date and are on track to beat last year's record, of 91, for the total number of sessions held in a calendar year.

During the year 1,376 vehicles have been recorded for speeding and 1,134 letters have been sent to offenders. The average speed recorded for speeding vehicles is 33mph; with the single highest being 62mph.

The group carries out a vehicle count during each session and, so far, this year have totaled 33,004 vehicles. This averages as 452 vehicles per hour passing through any one location. Of these 26 vehicles had no MoT, 29 no tax and 1 vehicle was SORN'ed.

The Smallfield Speed watch group is consistently placed in the top 10% of most active groups in the county.

At a conference, earlier this year, it was decided that there will be quarterly meetings for coordinators. Cllr Bolton will share reports with the Clerk for circulation to members.

There is no longer a requirement for the groups to deploy roadside signage during a session save for when they are operating either on the brow of a hill or a bend in the road. Volunteers can choose to use the signage for all sessions.

Recently volunteers have been permitted to record abusive behaviour from members of the public. Ideally bodycams would be used but Surrey Police do not have funding for this. The Parish Council could finance body cams for its local group. Cllr Bolton will find out approximate costs and let members know. The next event is due to take place in December.

Cllr Bolton then said that, like many groups, getting volunteers can be difficult. There is a regular advert in the parish magazine asking for people to volunteer. The Police are now looking to supplement this with flyers that volunteers can hand out to interested parties during speed watch sessions.

And one last item was that while the police urge volunteers to use ‘what 3 words’ when operating, many of the call handlers are not aware of them. There is to be some training and information for call handlers on this.

- 045 Neighbourhood Watch – Cllr Hale reported that Surrey Police now have a drone to assist them and this has been used during the arrest of 5 people and the recovery of stolen goods so far. There has been one burglary that Cllr Hale is aware of – building materials stolen during the night from a site. Two elderly horses have been stolen from a field near Rookery Lane. Both are chipped and there is hope they will be recovered. During August there was a report of a key safe being broken open and a house burgled. The house is vacant at the moment. A few days after that, the house next door, also vacant, had a fire in an outbuilding at the back. The fire brigade attended and put the fire out. It is not known if the events are linked.

Cllr Hale attended a Meet the Beat event in July with PCSO Cheeseman. Two members of the public came along, both raising concerns about antisocial behaviour from council tenants living in Raleigh Drive. The general feeling was that TDC are not doing enough to combat antisocial behaviour.

- 046 Neighbourhood Plan update - Mr Peter Bond advised that the time is now right to push forward and ask TDC to send the NPlan to the Inspector and open another public consultation. There is a meeting of the sub-committee scheduled for Thursday night and the aim is to sign off the amended plan. This has already been shared with Council members. There has been a design makeover, the response schedule has been updated post the previous public consultation to reflect comments made during it and a new Consultation Statement prepared. The site recommendation document has been re-drafted as ‘Land Allocation Statement’ ; which details the preferred development sites in the parish. Council agreed that it is important to proceed to the next stage and thanked Mr Bond, and his team, for their hard work in preparing the documents.

Cllr Lord said that even with the Plan, Tandridge DC still cannot demonstrate a 5-year land supply. Mr Bond agreed and said the aim is show any Planning Inspector that the Parish is allocating land for development that is possible with current infrastructure demands and the CIL they generate. Hopefully any inspector will see that there simply isn’t the basic infrastructure to support any more development than this.

Standing Orders re-instated

- 047 Letters – the Clerk reported that an email was sent to our MP congratulating her on her recent promotion and thanking her for her help with the mobile reception issues in the village. The Clerk also asked if it would be possible to include the MP on her copy list while emailing the Chief Exec of O2, offering council land as possible mast locations. Ms Coutinho has agreed to this.

- 048 Council received the following minutes from Committees

Planning – 11th & 25th July 2023

Properties & Projects – 25th July 2023

- 049 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. It is to be listed on the next agenda.
- 050 Finance
- (i) Sports Club pavement grant – Cllr Gilbert proposed that BPC agreed to re-allocate the grant award of £1,000 to phase 2, the lighting, for the path, subject to the Association amending its accounting to reflect the amount as an 'ear marked' grant for this purpose. Seconded by Cllr Locke and carried unanimously.
- (ii) Skips – The Clerk requested authorization to hire two skips, one for use by the Plough Road allotments during their October clearance work and the second for use by the Community gang and volunteers clearing the emergency alleyway by Meadow View. Council authorised the Clerk. Cllr Gilbert abstained as he holds a plot at the allotment.
- (iii) Office 365 – Following discussion Cllr Locke proposed that BPC purchase this package for use by Councillors, Staff and other lay members as approved by Council, at a cost of £6.60 per month, seconded by Cllr Bolton and carried unanimously
- 051 No 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 funding

Signed Dated.....

Part II – CONFIDENTIAL

- 052 The minutes of Tuesday 11th July 2023 were signed as a true record of the meeting.
- 053 No matters arising
- 054 Car Park Financial Update

(i) CCLA Public Sector Deposit Fund – [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

055 [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

There being no further business, the meeting closed at 8.35pm. The next scheduled Full Council meeting is due to take place at 7.00pm on Tuesday 14th November 2023

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