

BURSTOW PARISH COUNCIL

Minutes of the **Full Council Meeting for Burstow Parish Council held** on Tuesday 12th March 2024 at 7.00pm in the Centenary Hall, Smallfield

Open Forum – Two members of the public attended, to speak in support of their grant application

- 098 Apologies received from Cllrs Locke and Carney. The Vice-Chairman will chair the meeting for absence, Cllr and Morris attended via Zoom
- 099 No declarations of interest and no dispensations required
- 100 The minutes of the Full Council meeting on Tuesday 9th January 2024 will be signed at the next meeting as the Speed Watch and Neighbourhood Watch reports need to be attached.
- 101 Chairman's Announcements – Cllr Bolton welcomed all and said the new car park seems to be well used.

Standing Orders suspended to allow for reports from the following.

- 102 Cllr Hale thanked the representative from Proludic for the presentation he gave on the playground proposal for the QEII Field. The Properties and Projects committee recommended that Council choose the Proludic design from the two plans received. Cllr Hale proposed that Council ratify the Properties & Projects decision to appoint Proludic as the contractor to carry out the work. Seconded by Cllr Gilbert. Unanimously ratified by Council.
- 103 Cllr Farr reminded all that photo ID will be required in order to vote. In February the District Council set it's council tax for the year with a 2.99% increase on the previous year. There are various planning enforcement actions ongoing in the area, mostly concerning unauthorised gipsy and traveller sites.. One of the developers with an option on land in the parish has been contacting Cllr Farr. She will refer them back to the Parish Clerk. Cllr Farr informed Council that there is to be a bike race through Smallfield.
Cllr Bolton mentioned she has some concerns regarding the playground safety inspections that TDC has sub-contracted to a company called SafeSure. Whilst out one day she observed an inspection that was completed in less than a minute. Cllr Farr suggested Cllr Hale raise this when meeting with the new playground officer.
- 104 Update by Cllr Steeds – Cllr Steeds reported that she had not received complaints from residents in the last few months and this seemed like a positive step. She commended the Parish Council on the new car park and also mentioned she noticed a reduction in traffic on Redehall Road. Cllr Herwig reported that there is a problem with vehicles parking on Plough Road causing traffic tailbacks at times. Cllr Herwig again flagged up the issue with vehicles turning left at the junction, mounting onto

the pavement when turning left. She is very concerned for pedestrian safety and again asked if it would be possible to improve the safety in that area. Cllr Steeds said she would raise the matter with Highways again but isn't sure if there is a quick solution. Cllr Steeds reminded Council that she has a budget of £120k per annum that can be allocated to small projects, but requests must be made a long way in advance as it gets allocated quickly.

Cllr Hale said that sub-contractors working on the highway and pavements in The Cravens have carried out sub-standard work. They arrived at 7am on a Sunday, waking residents and informing them that they needed to move their vehicles immediately or else they would not be able to access them until the work was complete. Following on from the work, the pavement is a mess, private drives have been damaged, weeds are growing up through badly prepared surfaces and Cllr Hale has reported it to Highways. The Officer has confirmed the work is unacceptable and he will be requiring the contractor to re-do. Cllr Steeds confirmed Cllr Hales evaluation and said she was equally horrified. Cllrs Bolton and Hale mentioned the pavements in Broadbridge Lane, between Cooper Close and Weatherhill Road is in a state of dis-repair. They also said that Copthorne Bank is unacceptable, the potholes recently filled have all broken up again. Cllr Smith advised that they do not report it as a new problem and instead say it is a failed patch as then the contractor must repair at their cost. Wheelers Lane has an area that appears do have sunk, probably due to a collapsed culvert. It was also mentioned that the bottom of Rookery Lane is flooded because the ditches have not been cleaned in some time. Cllr Bolton also asked Cllr Steeds to ask Enforcement to require Mr Etherington to remove the fence he has put around Surrey CC land and return it to the Council.

- 105 Speed Watch - Cllr Bolton reported that there have only been nine sessions due to the rain. They have another volunteer and possibly another. Nothing else of note to report.
- 106 Neighbourhood Watch - Cllr Hale reported that the Police have been a relatively frequent presence on Wheelers Lane and have caught multiple vehicles driving the wrong way down the road. Clls also flagged up that the Biffa waste lorries are frequently parking on double yellow lines while they visit the local shops/café. Cllr Farr advised the Clerk to contact Simon Manders at TDC.
- 107 Neighbourhood Plan - Mr Bond reported the meeting with TDC went very well and the sub-committee is re-energised following assurance that the District Council is very keen for the Plan to be completed and adopted. He thanked Cllr Farr for arranging. Apparently 30-pages of comments is not unusual and not a reflection on poor quality work. All agreed inconsistency with TDC staff has contributed to delays but hopefully that is now resolved. Mr Bond mentioned that some expert assistance might help with the wording of policies and Council reminded him that there is some funding in the budget to support this. He will contact the Clerk for more details.

Standing Order's reinstated

- 108 Email received from a resident whose property backs onto the School Playing Field – the resident complained they have lost their privacy due to the car park and wanted to know what the Council would be doing about it. The Clerk advised that, in her opinion, the distance was sufficient to not allow for clear views and that car park users were unlikely to spend time attempting to see into peoples gardens. In addition, there is further planting to go into the 5 half-bays and that will help. Council agreed that it should wait until the plants/trees are in and matured before deciding if further action is required.
- 109 Council unanimously resolved to accept the Annual Assessment of Risk.
- 110 Following discussion, Cllr Herwig proposed that Council advertise a vacancy for an RFO/Assistant, to work 15-hours per-week. Seconded by Cllr Gilbert and carried unanimously. Cllr Herwig proposed that Councillors Bolton and Lord assist the Chairman on the Staff and Recruitment sub-committee, seconded by Cllr Gilbert and carried unanimously.
- 111 Council accepted the minutes from the following Committees:
Planning – 9th January and 13th & 27th February 2024
Finance & GP – 13th February 2024
Properties & Projects – 23rd January and 27th February 2024
- 112 Cllr Bolton requested that the ‘village gates’ and outside seating be listed for the next Properties & Projects meeting.

Members of the Press and Public are asked to leave the meeting due to the confidential nature of the business to be discussed. Council needed to discuss the Surgery ground rent.

Signed Dated

Part 2 - Confidential

- 113 Update on Surgery lease – redacted

There being no further business the meeting closed at 20.33. The next Full Council meeting will take place on Tuesday 14th May 2024 at 7.00pm

Signed Dated