

BURSTOW PARISH COUNCIL

Minutes of the **Meeting of Burstow Parish Council held** on Tuesday 10th March 2020 at 7.00pm in the Centenary Hall, Smallfield

OPEN FORUM: Two residents attended, Mr Warner and Mr Champion. Mr Warner addressed the Council thanking them for their assistance with the issues being caused to residents of Hathersham Close due to the M23 smart motorway works. Mr Warner announced he would be erecting a new sign near to the Weatherhill depot and also asked if the meeting between the M23 contractors and the EA, SCC and Flood Group had taken place. Cllr Bolton informed him that it hasn't as yet.

Attendance: Chairman Ian Wates Vice Chair Bob Locke, Cllr Ray Holdsworth, Eddie Lord, Trevor Brock, Andrew Gilbert, Ashleigh Bolton, Linda Herwig and Debbie Hale

Dist Cllr Harry Fitzgerald, Clerk to Council

Dist Cllr Kevin Bourne, Dist Cllr Colin White

- 104 Apologies received from Cllrs Carney and Locke for reasons noted in the attendance book and accepted by Council and also from County Cllr Steeds
- 105 None
- 106 None required
- 107 The minutes of Tuesday 14th January 2020 were signed as a true record of the meeting
- 108 Chairman's Announcements – The Chairman welcomed all to the meeting. He informed Council about Tandridge District Council officers not offering a decision on the Dowlands Park application for 88 dwellings has led to the applicant taking the proposal directly to the Planning Inspector for determination. The item is listed for discussion later in the meeting.

Plans for the VE Day event are proceeding well and whilst Council is aware that information from the Government may bring in restrictions on public gatherings due to the Covid19 virus, for now the working party will continue to arrange the event.

The car park application is now with Burstow School to move along by asking the Dept of Education for consent to use the land.

Standing Orders suspended

- 109 Report from Dist Cllr Bourne – He attended a site meeting with the planning officer assigned to the Dowlands Park application. She will submit a report on behalf of TDC to the Planning Inspector and Cllr Bourne will endeavour to ensure it is robust. A reminder that the CIL bid for road safety improvements is listed for decision at the Tandridge Strategy & Resource meeting on the 26th March 2020.

Local Plan – The Inspector has heavily criticised the Gipsy & Traveller provision within the plan. Officers are now attempting to counter the comment by hastily offering additional sites. Unfortunately for Burstow, Horne and Outwood the suggestions being put forward are all sites in these areas. This will generate an additional 21 pitches in the area should Tandridge Councillors agree the proposal may be sent to the Inspector.

STANDING ORDERS REINSTATED

- 110 SpeedWatch update from Cllr Bolton - Surrey Police have issued the following stats for 2019.
- 13,550 speeding letters issued by Surrey Police
 - 4,699 from the Tandridge district
 - 2,960 of these were by Burstow Speed Watch
- The group held 161 sessions throughout 2019 compared to 101 in 2018. The results show that the group is having an impact and reducing the number of speeding vehicles as there has been an average drop from 29 vehicles per hour to 18 ph last year. The Police are still monitoring Weatherhill Road. One new volunteer has been trained and there is a new training date for the end of April. This will be held in Guildford. The Speed Watch group has asked the police to arrange a meeting with other groups locally so they can share information about how they work and possibly collaborate over session scheduling.
- 111 Neighbourhood Watch update from Cllr Hale – It continues to be quiet in Burstow. Tandridge police are holding a recruitment drive. They are currently involved in several modern slavery investigations. Approximately 43 lorries have been stopped and the police are working with local businesses to raise awareness.
- 112 Neighbourhood Plan- Cllr Hale reported that the Plan is coming along well but until the Local plan report is in there is not much the group can do to progress the Neighbourhood Plan. The Housing Needs survey carried out at the end of last year has helped focus their attention on specific areas.
- 113 Correspondence
- A request from the Air Ambulance for funding, this will be discussed under finance
 - An invitation from the WI to attend their 100th Tea Party event – Cllr Hale will represent the Council
 - Update from Keir's regarding the M23 weekend closures
 - A request from the William Garden residence association that the parish council reviews the CCTV in Smallfield. The Clerk has responded requesting further direction as to what they would hope to achieve by a review as currently the Council considers the large reduction in local crime to indicate the system is very effective.
- 114 COMMITTEE MEETINGG– to accept the minutes of meetings since 14th January 2020
- a) Planning Committee – 14 & 28/1 & 25/2
 - b) Finance & General Purpose – 11/2
 - c) Properties & Projects – 28/1
- Unanimously received by Council
- 115 Dowlands Lane application – to discuss and resolve a response by BPC to the planning appeal
- Planning Officers at Tandridge Council failed to respond to this application within the requisite timeframe. This is despite many reminders from both district and parish councillors. This could not have been an accidental oversight. A recent

planning appeal decision for Frith Manor in Felbridge shares many similarities with this application and it may be helpful to read the appeal decision by the Inspector. The Parish Council has carried out a leaflet drop to over 1000 homes to raise awareness and encourage people to submit comments. The Clerk will circulate the proposed submission to Councillors for comment before it is sent to the Inspector.

- 116 A proposal by Cllr Wates that BPC set up a working party to draft a Burstow Infrastructure Delivery Plan and seconded by Cllr Gilbert
It is possible that TDC will change the way that CIL is allocated and used; moving from a 'bid' based approach to having focus on proposals that have been included in the TDC Infrastructure Development Plan (IDP).

That will be made up by TDC using input from Neighbourhood Plans and Local IDPs.

With that in mind we should develop an IDP for Burstow. It has to be alongside and integrated with the Neighbourhood Plan but not necessarily part of it. Obviously the 2 plans cannot contradict each other.

Unanimously resolved by Council; Cllrs Locke, Bolton and Hale will form the working party and will ask the Chairman of the Neighbourhood Plan to also join.

- 117 To authorise the remedial work to the Grange Way area
Tandridge has requested trees along Grange Way be cut back as they are getting in the way of the refuse lorry. A quote of £900 was submitted and Council authorised the work to be carried out.
- 118 To discuss and consider installing a car park barrier
Council considered installing a barrier to the car park as this would then permit the Council to hold events such as boot sales and Farmers Markets without needing to get a licence for each event. The idea was considered, in principle, positively but the Clerk has been asked to find out approximate costs before proceeding further.
- 119 Cllr Bolton proposed the Council purchase a VE Day memorial bench for the parish, seconded by Cllr Hale and carried unanimously. Costs are £000 for the bench, deliver of £80 and installation of approximately £200/250. Reserves will be used as no budget allocation was set.
- 120 To discuss and resolve the Parish Council protocol for hall hire charges should restrictions on public gatherings come in to place.
Council instructed the Clerk to waive charges for regular groups if Government advice was to suspend their activity. If a group unilaterally chooses to close then hire charges will still be due. With one off functions the Clerk may refund at her discretion.
- 121 Finance
i) Annual Assessment of Risk – unanimously accepted by Council and signed by the Chairman
ii) To receive Schedule of Payments to be ratified and authorised, list as laid before all Councillors
Payments ratified £4071.81
Payments authorised £1459.12
Direct debits £703.91
Unanimously authorised by Council

iii) Cllr Gilbert proposed a grant of £250 be awarded to the Air Ambulance, seconded by Cllr Lord and carried unanimously

122 Urgent items - None

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND; IF THE BUSINESS OF THE MEETING RENDERS IT NECESSARY THE COUNCIL MAY BY RESOLUTION ASK MEMBERS OF THE PUBLIC AND PRESS TO WITHDRAW.

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

- 123 To sign the confidential minutes of Tuesday 14 January 2020
The minutes were signed as a true and accurate record of the meeting
- 124 To discuss and consider action following correspondence from Learn Through Play Pre-School
The owner of Learn Through Play, Maria McDermott, offered notice that she intends to retire and close the pre school facility at the end of the summer term this year.
- 125 A proposal by Cllr Wates that the Parish Council set up and run a childcare facility
Council discussed the matter in great detail before Cllr Bolton seconded the motion. A number of actions were authorised to start the preparation so the childcare facility can be ready and open in September 2020. These are
- To submit a planning application for access and light to the current store room to render it suitable as a 'baby room'.
 - Additional heating, lighting and power points may be required
 - The purchase of a dedicated childcare laptop and Office package to facilitate the paperwork that will be needed
 - To advertise vacancies for children
 - The existing pre-school staff will be invited to attend interviews delegated to the Staff & Recruitment sub –committee
 - Existing parents of the pre-school will be informed of the new plan for September and offered places
 - New equipment will need to be purchased
- 126 To discuss and resolve action following the affordable housing land valuation
The Valuation company has recommended a sale price of **redacted**. Cllr Gilbert proposed Council accept this, seconded by Cllr Wates and carried unanimously. Council reiterated its previous resolution to partner with English Rural Housing in providing an additional 4 units at Burstow Gardens

The meeting closed at 8.30pm. The next scheduled meeting is Tuesday 12th May 2020 at 7.00pm.

- 101 To sign the confidential minutes of Tuesday 12th March 2019
The minutes were signed as a true record of the meeting
- 102 Matters arising from the minutes
None
- 103 Car park construction, lease and other matters
Cllr Wates reported that the School Governors were willing to accept the lease terms as discussed at a meeting. Unfortunately, the details were not minutes in the Governors meeting though we have been informed that a 30 year lease, with a 12 year break clause (with financial compensation to the Council) would be accepted. The Clerk was instructed to ask the Council solicitor for advice re lease durations and other matters.

Signed..... **Dated**.....