

BURSTOW PARISH COUNCIL

Minutes of the **Meeting of Burstow Parish Council held** on Tuesday 10th September 2019 at 7.30pm in the Centenary Hall, Smallfield

OPEN FORUM: No residents of the parish attended

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

Dist Cllr Harry Fitzgerald, Clerk to Council

Dist Cllr Kevin Bourne

- 043 Apologies received from Cllr Carney for reasons noted in the attendance book and accepted by Council.
- 044 None
- 045 None required
- 046 The minutes of Tuesday 9th July and the Extraordinary Meeting of Tuesday 31st July 2019 were signed as a true record of the meeting
- 047 Chairman's Announcements – The Chairman welcomed all back after the summer break and also welcomed Dist Cllr Colin White to his first Burstow meeting since his election. He informed Councillors that, along with the Clerk, he would be holding a public engagement session on Saturday 28th September from 10am to 12 noon to hear residents comments about the car park construction. Burstow School are required to demonstrate community engagement as part of their application to have the land released from the playing field and so the Council will be sharing their findings with the school. An online survey will also be put on the website. The Chairman asked Councillors to be mindful that we are entering budget preparations for the financial year 2020/21 and if they have any ideas or projects to gather some rough costs and take to the next financial meeting. Cllr Wates expressed concern that the café area is not being as well used as might be wished and has asked that Councillors try to come up with other group sessions that may help boost footfall.

Standing Orders suspended

- 048 Update by Tandridge District Councillors –
Dist Cllr Fitzgerald reported that a request has been submitted by him requesting the Dowlands Park application goes to Committee. The Planning Officer is meeting with the applicant next week.
Dist Cllr Bourne reported there is no update on Vodafone mast and that there is a possibility of a café opening in the Sure Start Bungalow. Cllr Byrne has requested the Woodlands Garage application is also sent to the Planning Committee for decision. Cllr Byrne also reported that the enforcement department is currently working on a number of issues in the parish. Cllr Locke informed the district councillors that there has been recent activity on the polo field site in Horne.

- 049 SpeedWatch update – Cllr Bolton reported that 2307 speeding motorists have been recorded in the year to date. The group also carried out 14 sessions in August during which 358 speeding vehicles were recorded and out of this 204 were repeat offenders. Thirty-six 3rd time offenders were recorded in the month. The police have now changed their visit schedule to 4th time offenders, instead of 3, as so many are being recorded by the SpeedWatch group. The police website does not give the SpeedWatch coordinator details of 4th offenders so numbers cannot be seen; however, this information is available to the police. The group has asked for a new site by the Scout hut on Redehall Road, to operate in both directions. The police have received complaints alleging that SpeedWatch members have been hiding in hedges and jumping out to catch motorists speeding and that they have been gesticulating at motorists. In order to prevent such complaints the hedge along where the group operates has been cut back and the police have clearly marked the pavement area where volunteers should stand. Wheelers Lane has two sites along it. During sessions there up until now 2/3 speeding offenders have been recorded during the hour long sessions. No sessions have been held during school term time as yet so it will be interesting to see data from these in the future.
- 050 Neighbourhood Watch update – Cllr Hale informed Council that it had been a busy month for the area including the following incidents
- Mobile phone stolen from unlocked vehicle next to post office
 - Empty retail unit on Plough Road broken into
 - Digger stolen and recovered within the same night
 - Cigarette theft from the Co-Op delivery van
 - Motorbike set alight in Chapel road field, fire brigade attended
 - Antisocial motorbike racing in the same field on Chapel Road
 - Fire at Triddles farm in a skip
- Cllr Hale also reported a meeting with the police was scheduled for later in the week
- 051 Neighbourhood Plan update – Mr Bond, Chairman of the sub-committee, reported they are still making progress with the plan. At the last meeting housing was discussed in detail and a ‘character assessment’ unit has been added to the plan following a TDC recommendation. The Housing Needs Survey commenced on Monday and will remain open until early October. TDC have also offered comments on the draft Neighbourhood Plan. It may be that detailed information on sustainability and habitats may no longer be required thus eliminating the need to employ expensive external consultants to carry out these assessments. This would also reduce the timescale to when the plan will be ready to go out to public consultation.
- 052 Update from County Councillor – Cllr Steeds reported that SCC is still undergoing transformation as funding and budgets continue to present difficulties and constraints. She is still trying to arrange a meeting to include Highways regarding road safety issues in Smallfield. Zena Curry returns from leave on 19/9 and hopefully a date will be agreed shortly after that. The Communities, Environment & Highways select committee will not be closing any recycling centres in the county and also will rescind the decision to charge for car parking in relation to countryside access. Cllr Locke commented that grass cutting continues to be an issue with work being of poor standard. Cllr Steeds agreed and said that there are problems with Kears being paid for work that is not being done. Cllr Hale raised some issues with a bridle path and Cllr Steeds asked her to email with the details for her to investigate.

Standing Orders reinstated

- 053 Correspondence
- Letter from our MP offering an explanation for his recent decision to vote against the Government and subsequent withdrawal of the whip
 - Procedure update from SALC in the event of a senior royal death
- 054 COMMITTEE MEETINGG– to accept the minutes of meetings since 9th July 2019
a) Planning Committee – 9th July 2019
b) Finance & General Purpose – 24th July 2019
Unanimously received by Council
- 055 Cllr Lord proposed that Council accept the working party recommendations for updates to the Standing Orders and Financial Regulations, seconded by Cllr Gilbert and carried unanimously by Council. The Chairman thanked Cllr Lord for all his work in reviewing the documents. The Clerk will issue the adopted documents electronically to Councillors, though paper copies can be printed if requested.
- 056 Cllr Bolton proposed that the Council no longer consider the Flood Action Group as a parish council working group and instead it is a stand-alone Flood Action Group. This proposal was submitted at the request of the Flood Action Group to clear up a misunderstanding that the Group was initiated by the Parish Council. Cllr Wates commented that he would like the group to be a working party of the Council and Cllr Brock stated that he is opposed to the separation. As the Flood Group have clearly stated their wish to be independent of the Parish Council, Cllr Lord seconded the proposal. Six Councillors voted in support, one against and two abstained. Motion was carried.
- 057 Cllr Locke proposed that a working party made up of the Chairman, Vice Chairman and Cllrs Bolton and Hale be appointed to draft a procedure for Council appointing and affiliating with Groups working in the Parish, seconded by Cllr Lord and carried unanimously.
- 058 Cllr Locke proposed that the parish council change its meeting times to 6.30/6.45 for Planning and 7.00pm for Full Council and Finance & General Purpose to all our district councillors to participate in meetings, as it currently meets at the same time at Outwood Parish Council, seconded by Cllr Brock and carried unanimously
- 059 The Clerk reported that a couple of small rides should be available for the Christmas fair. The Pre-School will offer some Christmas themed craft making for children, still awaiting an update from the woman who runs the market about what food her caterer is willing to offer.
- 060 Council discussed the possibility of purchasing a small generator. It was generally agreed that to have a standby power supply for the Hall would be disproportionately expensive in comparison to the possible use it would have. The Clerk was asked to list an agenda item for the F&GP Committee to discuss costs and resilience planning overall.
- 061 Council agreed that it will not project manage the car park construction ‘in house’ and instead will look to appoint a contractor to oversee the full construction
- 062 Finance
i) To receive Schedule of Payments to be ratified and authorised, list as laid before all Councillors
Payments ratified £
Payments authorised £
Direct debits £

Unanimously authorised by Council, cheques will be signed by Cllrs Eddie Lord and Ray Holdsworth at the end of the meeting

ii) Cllr Lock proposed that the grant award to Yarm Bomb be increased to £250 and the Clerk be authorised to apply for an equal grant from the Co-Op, seconded by Cllr Gilbert and carried unanimously

063 The Clerk was asked to list the Insurance review for the November meeting.

There being no further business the meeting closed at 9.25pm. the next scheduled meeting is Tuesday 12th November at 7.00pm

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