

BROCKHAM PARISH COUNCIL

Minutes of the General Meeting of Brockham Parish Council held on Monday 1st December 2014, in the Pavilion Middle Street, Brockham at 7.30 pm.

151. **PRESENT:** Cllr Hammond - in the Chair
 Cllrs Homewood, Washtell, Hamilton, Budd and Buckle
 Parish/District Councillor Muggeridge
 Clare Ritchie – Youth Council
 Mr Paul Ritchie – Health, Safety and Welfare relating
 to the village
 PC Dom Loraine
 3 Parishioners
152. **APOLOGIES:** Apologies received from Cllrs Richards and Millward,
 Councillors formally resolved to accept their apologies and the reasons.
153. **MINUTES:**
 Minutes of the meeting held on the 3rd November 2014 were approved and signed
 as a true record.
154. **SIGNING OF FORMS:**
 Matter concluded
155. **DECLARATIONS OF INTEREST**
 None
156. **PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**
 Cllr Hammond agreed to submit a report of the December issues to the Parish
 News.
157. **COMMUNITY POLICE REPORT:**
 PC Dom Loraine reported two incidents: 1 suspicious and 1 domestic. Parking issues
 at the Rugby Club were raised. It was again mentioned that the police do not consider
 the Skatepark site – a perfect site. PC Loraine then left the meeting.
158. **MATTERS ARISING:**
 BERT – team to carry out ditch clearance from Pavilion towards Tanners Brook in
 Old School Lane weather permitting. 23rd November a successful work party of
 approximately 20 people undertook tasks at Strood Green and Middle Street in the
 rain. The Flood Forum is to be approaching again for some funding. RH
 Dog Bin on BW 52 – agreed to install bin on land belonging to the Poland Trust
 at junction with Mill Hill Lane and BW 52. MVDC Dog Warden to be informed.
 Gatwick Airport 3Bs meeting – approximately 100 attendees. CC Helyn Clack
 chaired the meeting the speakers were Sir Paul Beresford, MP, GACC, PlaneWrong.
 Further meeting organised by GACC in Crawley had over 1,000 attendees and Kent
 County Council made a U-turn and are now opposing expansion at Gatwick.
159. **CHAIRMAN’S REPORT:**
 Chairman reminded Cllrs of Chairman’s drinks on 5th December and Carol Singing

Singing at Christmas Corner (corner of Kiln Lane with Brockham Lane) on Christmas Eve – 7.00 – 8.00.

The Chairman and Clerk to review the Standing Orders.

The Chairman laid the wreath at the Remembrance Day Service on 9th November on behalf of Cllrs.

Litter Pick - review February/March 2015.

160. BROCKHAM VILLAGE HALL:

No representative attended the meeting and no report available.

161. FINANCIAL REPORT:

Current Acc	6,183.78	
Deposit Acc	11,746.05	
Reserve Acc Web	2,952.62	including £900 from ad revenue
War Memorial Acc	1,224.14	
BERT Acc	2,590.39	including £100 donation
EBF Acc	284.33	
Youth Council	3,819.62	

List of cheques for authorisation:

SALC – New Financial Regulations Cllr Washtell

Receipt: £900 advertising revenue – WEB Ac
£100 donation to BERT Ac

Cheques:

1773	Brockham Village Hall	Hire for Skatepark Meeting	£45
1774	Recreation Committee	Hire for Council Meeting	£25
1775	Mrs S Battley	Cartridges	£25
1776	Mrs C M Plumb	Office Expenses	£143.40
1777	Office Expenses	Office Expenses	45.18
1778	Dorking Stationers	Dorking Stationers	12.50
1779	Mrs C M Plumb	Clerk's Wages	535.00
1780	H M Revenue and Customs	Tax	52.00
1781	Mr C Long	EBF and Nutwood/Tynedale	190.00
1782	Dorking Stationers	Cartridges etc	68.84
1783	Recreation Committee	Hire of Pavilion	25.00
1784	Petty Cash	Christmas Gifts	60.00
1785	Mrs C M Plumb	Clerk's Wages	535.00
1786	H M Revenue & Customs	Tax	52.00
1787	Mr C Long	Maintenance EBF / Big Field	
1788	Brockham Green Nursery	Equipment (donation from WEB	588.61

Clerk exploring possibility of opening a separate account at Lloyds for War Memorial Monies. Buckland Clerk helped with accounts.

SCC – Helyn Clack agreed to allocate £500 towards the Big Field Ditch but not every year.

162. CLERK'S REPORT:

Surrey Wildlife Trust – Brockham Limeworks Restoration Project – Trust will attend a meeting in the New Year to enable the Parish Council to learn more about the Project. They are currently putting in a Funding Application – await further news. ENDOR using the Rugby Club car park for a film crew. Clerk in discussion with MVDC, National Trust and Rugby Club.

Buses 4 U – Rural Transport Partnership 01 883 732791 – considering running a Commuter service from Buckland – Brockham to Dorking Station timings 6.20 am - 7.25 and the 17.20 pm – 19.30pm. Clerk to make some enquiries.

rtp@tandridge.gov.uk

CPRE newsletter passed to Cllr Budd

Nigel Jeffries Landscapes offering their services for any contracts. Information to be held on file.

163. PARISH PLAN AND EMERGENCY

Flood Forum Meeting – next meeting January 2015.

Issues on FP 90 – BERT looking into the issues.

164. COMMUNITY ISSUES:

Parish Council would like to thank Simon Budd for putting up the Poppies around the Village for Remembrance Day.

Surrey Community Action undertook a Housing Needs Survey in 2014 and it was agreed to ask them to come to a Parish Council meeting in the New Year to discuss the results. Clerk to organise.

Heart Start – BHF Heartstart Course – running a course lasting 2 hrs in 2 stages.

Clerk to make enquiries with MVDC about running a course in the village.

165. YOUTH COUNCIL FOR BROCKHAM:

Skatepark issues –

Open Public meeting Chaired by Cllr David Preedy held on the 13th November in the Village Hall at 7.30 pm where plans for the project were available and key stakeholders were there to answer questions. Well attended meeting with residents able to raise questions and concerns, SCC Highways said that they would be able to give advice on the best ways to address any highway risks. An alternative site was put forward at the meeting (for the first time) Clare Ritchie is in contact with the owner and MVDC to assess the situation. Inspector Hamlin, Surrey Police, expressed some doubts about the safety of the site considering its position and lack of a footpath leading to the site. Although it was hoped that funding would allow for a footpath to be installed from Middle Street to the site along Wellhouse Lane. Betchworth Parish Council to be kept informed. Notes from the meeting were circulated. Cllr Millward commented that if the Parish Council took on board the police comments/recommendations and then with the help and advice of the Local Authority ensure we were seen to implement some appropriate mitigating actions for any issues raised on road safety as part of the plans concerns were being covered. **Agreed the Parish Council would make a final decision on the site at its January meeting.**

166. RECREATIONAL FACILITIES INCLUDING THE EBF:

Cllr Millward undertook an inspection of the EBF in November. Friends of EBF arranging a meeting to include plans for the pond. The contractor has undertaken tree/hedge clearing around the perimeter of the field.

167. BROCKHAM WEBSITE:

Brockham Nursery have submitted receipts for the work agreed. The Web Team have agreed to pay the £588.61p. Payment to be made. Also monies amounting to approximately £900 has been received from advertising revenue.

168. PLANNING MATTERS:

There were no objections to the under mentioned applications

MO/2014/1571/CAT	Christ Church Brockham Green	Tree Surgery
MO/2014/1601/PLAH	1 Hillside Gardens	Single storey rear ext and dormer window to both front and rear elevations to facilitate loft conversion
MO/2014/1682/PLA	6 Park Close	Alterations to form new bay window to east, new entrance porch to north, ground floor alterations to west and first floor bedroom ext to west.
MO/2014/1710/PLC	37 Glenfield Road	Certificate of Lawfulness for the proposed development in respect of the change of roof from hip to gable and insertion of 1 rear dormer to facilitate loft conversation

Cllr Homewood to review the plans and decide whether the Parish Council would make comments to Waverley Borough Council in respect of the undermentioned.

Consultation from Waverley Borough Council WA/2014/1937 Hurtwood Park Polo Club Outline application for the expansion of existing Polo and Equestrian Centre Enquiries to be made as to whether this application is in the Conservation Area.

MO/2014/1694/PCL	36 The Borough	Certificate of Lawfulness for the proposed development in respect of a single storey rear ext
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Decisions

MO/2014/1432/PLAH 31 Wheelers Lane Wooden shed in front garden APPROVED

MO/2014/1421/PLAH 16 Hillside Gardens single storey rear extension APPROVED

MO/2014/1571/CAT Christ Church Brockham Tree surgery NO OBJECTION

MO/2014/1328/CC 11 Nutwood Avenue Removal of Condition 4 to allow conversion of garage to ancillary habitable accommodation APPROVED

169. HIGHWAYS AND GENERAL PURPOSES:

Concern was again raised as to the condition of the fence between Hillside Close and The Borough. SCC to be informed.

FP 46 behind the houses in Brockham Lane reported to SCC Countryside Access Officer – fallen tree and very overgrown – work to be undertaken within the next couple of weeks.

BW 52 from The Green to little bridge – surface broken and very uneven – a trip hazard – reported to SCC Countryside Access Officer.

Contractor to cut and clear ditch adjacent to Middle Street.

Nutwood Avenue –Mr Abbot in contact with Thames Water will report at January meeting.

Pot hole on south side of Borough Bridge to be reported again to Highways and also the leak at the corner of Penfold Lane with The Green.

170. ALLOTMENTS:

Ditch work on Wheelers Lane allotments being monitored

171. REPORTS OF MEETINGS:

None

172. ANY OTHER URGENT BUSINESS:

None

PUBLIC TIME

Mr Abbot explained the sewage problems in the Nutwood Avenue area and will Report any further action.

Mr Paul Ritchie gave a presentation on Health, Safety and Welfare relating to the Skatepark.

Risk Assessment is a method for preventing accidents and ill health by helping people think about what could go wrong and way to prevent problems. Risk assessment is good practice and a legal requirement under health, safety and welfare. It is important to understand the term **hazard** and **risk**. **Hazard** is anything with the potential to cause harm and can include electricity, fire, harmful substances, sharp items, damaged floors and of course motor vehicles. Relating to the skatepark it might include sharp edges to the structure, poorly made or damaged surfaces and badly driven passing vehicles. **Risk** is the likelihood that a **hazard** will cause harm. **Control measure** – a reasonable measure to reduce risk. It is important to reduce the risk or the likelihood of an accident, by introducing reasonable control measures. In the proposal these include

- Design of a skatepark that prevents users accidentally entering the roadway,
 - A lack of lighting and licence agreement for use during daylight hours only,
 - A footway on the south verge of Wellhouse Lane linking site with Middle Street, and
 - Signage to warn drivers of motor vehicles.
- Is it safer for children to skate locally or travel to Dorking or Reigate?

A representative from Action Surrey, an impartial energy advice service working in conjunction with MVDC attended the meeting and gave a presentation on the Streets Ahead project which awards grants to help towards insulating properties.

Meeting closed at 10.20 pm

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