

BROCKHAM PARISH COUNCIL

Clerk to the Council
Mrs C M Plumb
Willow Cottage
Mill Hill Lane
Brockham
Surrey RH3 7LR

Tel: 01 737843471

Chairman
Cllr R Hammond
Tel: 01737843407

TO ALL MEMBERS OF THE PARISH COUNCIL

Your attendance is requested at the General Meeting of the Parish Council to be held in the Pavilion, Middle Street on **Monday 1st June 2009** at 7.30 pm Committees will meet at 7.00 p.m.

Celia Plumb Clerk to the Council

AGENDA

1. Apologies
2. Declaration of Interest
3. Minutes of the Meeting held on 5th May 2009 (already circulated)
4. Person Responsible for Report to Parish News
5. Matters Arising
6. Chairman's Report
7. Financial Report
8. Clerk's Report
9. Parish Plan and Parish Emergency Plan (SCC)
10. Brockham School – Governor's Report
11. Youth Council for Brockham
12. Recreational Facilities including Elizabeth Bailey Field
13. Brockham Website
14. Planning Matters:

MO/2009/0435/PLAH	15 Middle Green	Erection of single storey rear ext
MO/2009/0445/PLAH	52 Middle Street	Rear ext and off street parking
MO/2009/0456/PLA	Wyevale Garden Centre	Retrospective app for horticultural plant shade
MO/2009/0458/CAT	Holly Cottage 1 Middle Green	Tree Surgery
MO/2009/0495/LBC	Brockham House	Replacement conservatory
MO/2009/0520/PLAH	Feltons Farm Cottage	Erection of Orangery
MO/2009/0521/LBC	Feltons Farm Cottage	Erection of Orangery
MO/2009/0468/PLA	Brockham Barns	Amendments to MO/2005/1395 & 1396
MO/2009/0469/LBC	Brockham Barns	Amendments to MO/2005/1395 & 1396
15. Highways and General Purposes
Lengthsmen Scheme (SCC)
MVDC works around Green
16. Allotments
17. Any Other Urgent Business

PART 2

PUBLIC TIME

Approximately 8.30 p.m

BROCKHAM PARISH COUNCIL

Minutes of the Annual General Meeting of Brockham Parish Council held on Tuesday 5th May 2009 in the Pavilion, Middle Street, Brockham at 7.30 p.m

Clerk took the meeting until the Election of the Chairman

1. **PRESENT:** District Cllr M Homewood (in the Chair)
Cllrs. Luff, Washtell, Smith, Richards, Millward, Hamilton, Budd.
P C Dom Loraine and Mr Tom Arthur, Road Safety Officer for MVDC – Surrey Police
2. **APOLOGIES:** Cllr Roger Hammond (due to illness)
3. **Signing of the Declaration:** Forms completed by Cllrs
4. **Declaration of Interest:** District Councillor Homewood declared his interest as Chairman of the Development Control Committee at MVDC and would not take part in any voting on planning matters.
5. **ELECTIONS:**
Election of Chairman Cllr Hammond - proposed by Cllr Smith and seconded by Cllr Luff
Election of Vice-Chairman District Councillor Maurice Homewood –proposed by Cllr Millward and seconded by Cllr Washtell
Election of Committees:
Planning – Cllrs Smith, Luff and Washtell
Highways and General Purposes – Cllrs Smith, Richards and Millward
Recreation – Cllrs Millward and Budd
Responsible Financial Officer – Mrs Celia Plumb (Parish Clerk)
Hedgerow Officer – Cllr Smith
School Governor – Cllr Budd
Big Field Committee – Cllr Hammond
Village Society – Cllr Smith
Representation on SCAPTC – vacant
6. **MINUTES:**
Minutes of the Meeting held on the 7th April 2009 were approved and signed as a correct record.
7. **PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**
Cllr Homewood agreed to submit the May report to the Parish News.
8. **MATTERS ARISING:**
Village Pump – cross now with M Harding who will complete the work shortly.
Dog Bins – possible sites – Middle Street near to Glenfield Road, Hillside Close and Old Coach Road. Possible funding to be drawn from the advertising revenue from the web site – Cllr Richards to discuss with web team. Parish Council would under the weekly collection payment. Clerk to speak to Dog Warden regarding ownership of land.

CCTV at Village Hall – matter on hold but Parish Council have agreed to donate monies towards purchase of equipment and installation but not the maintenance of same.

9. **CHAIRMAN'S REPORT:**

Cllr Homewood reported he had spoken to the Chairman and he was progressing well following his recent operation and hoped to be at the June meeting.

Village of the Year Competition to focus on Strood Green Store, Elizabeth Bailey Field/Recreation Ground, War Memorial, Web Site and Poland Trust. Wait details of visit from Surrey Community Action.

Annual Parish Meeting – effective speaker from MVDC but very disappointing attendance. County Councillor Helyn Clack to be thanked for attending and giving a report.

10. **FINANCIAL REPORT:**

Current Account	9,024.87	including MVDC ½ yearly precept
Deposit Account	12,717.70	
Reserve Account	1,543.37	
War Memorial Acc/No2	5,849.39	plus VAT refund £144.75
EBF Account	834.88	
Paid in	Allotment monies	£210.50
	VAT refund	£582.22
Cheques drawn –		
1067	Recreation Ground	Hire of Hall 20.00
1068	SCAPTC	Subscription 715.49
1069	East Surrey Water Middle Street	Water 16.80
	Whealers Lane	Water 85.82 102.62
1070	Recreation Committee	Hire of Hall 20.00
1071	Mrs C M Plumb	Clerk's Wages 386.73
1072	H M Revenue and Customs	Tax 96.60
1073	Recreation Ground	Hire of Hall APM 20.00
1074	Dorking Stationers	Cartridge and Paper 27.25
1075	Mrs C M Plumb	Clerk's Wages 386.73
1076	Recreation Committee	Hire of Hall AGM 20.00
1077	H M Revenue and Customs	Tax 96.60
1078	Petty Cash	Petty Cash 50.00
1079	Mrs C M Plumb	Clerk's Expenses Internet £60
		Mileage 37.76
		Telephone 26.50 124.26
1080	CLIC/Sargent	APM Donation to charity 40.00
1081	Brockham War Memorial	VAT Refund 144.75

Strood Green Stores - still waiting suggestion of item for Parish Council to donate as agreed at July 08 meeting in the region of £500 - £1,000.

Tax – Employers Annual Return - P35 and P14 to be completed and submitted to H M Revenue and Customs.

Big Field Management Committee regarding funding for Ditch they agree to split 50/50 if no contribution from SCC.

Audit date 10th July – notices to be displayed from 25th May 2009.

Invoice from Mr Cannon for £138 for supply and fit new water pump – Middle Street Allotment – agreed payment.

Allianz Council Insurance - £450.03 – agreed payment
Maintenance on EBF and await quote for boundary trimming - authorisation required.
Annual Accounts prepared for APM – approved by Parish Council and signed.
Await start date from contractor regarding War Memorial. Clerk to make enquiries regarding toilet facilities whilst on site.

11. CLERK'S REPORT:

MVDC – Parish Emergency Plans – 01 306 870610 to arrange meeting to complete form
Surrey Community Action – Village of the Year Competition Form completed
Issue of Lengthsmen – SCC – Clerk to make further enquiries regarding the scheme.
Surrey Police Authority meeting 14th April 10.00 Mount Browne, Guildford – no one attended.
MVDC Rural Area Forum – Capel Village Hall 23rd April at 7.00 pm – any news
Betchworth Parish Council's Annual Parish Meeting 27th April 2009 in the Geoffrey Browne Room 7.30 pm – Cllr Homewood gave a brief report of proceedings
Application for shed on Middle Street Allotments - approved
Notice of County Council Elections to be displayed on Notice Boards
SCC – Rural Housing Survey to be sent to every house in the village (Poland Trust/SCA)
CPRE - AGM Friday 29th May Leatherhead Institute 6.30 pm
Betchworth Parish Council's Minutes – circulated to meeting

Items to be table:

CAB information
Brochure re Bus Shelters
Playground Facilities leaflet
Equality and Human Rights Commission
Surrey Playing Fields Newsletter
Play brochures
Surrey Arts Visual

12. PARISH PLAN AND SCC EMERGENCY PLAN:

As part of the Parish Plan the Poland Trust in conjunction with Surrey Community Action are carrying out a Housing Survey in relation to affordable housing for the village. It was proposed that in the event of an emergency within the village an emergency meeting would be held to co-opt those members of the community who could help co-ordinate events.

13. BROCKHAM SCHOOL – GOVERNOR'S REPORT:

It was reported that the Chairman and several Governors positions are up for renewal. Await news.

14. YOUTH COUNCIL FOR BROCKHAM:

No report

15. RECREATION FACILITIES INCLUDING THE EBF:

Cllr Millward reported that the Poland Trust had declined to make a donation to the Elizabeth Bailey Field. The Friends of the EBF will be carrying out fund raising events later in the year. Contractors are requested to supply a more detailed breakdown of the quotations. Cllrs Budd and Millward to attend site meeting with Recreation representatives

and contractors shortly. Report due early June then the period of Public Consultation to follow. Information to be published on the Website.
Parish Council await full plans and breakdown of the play equipment to be ordered.

16. **BROCKHAM WEBSITE:**

Web team would like to know what projects the Parish Council proposed to use the advertising revenue on. One suggestion being the possible purchase of Dog Bins – Cllr Richards to discuss the matter with the web team.

17. **PLANNING MATTERS:**

There were no objections to the following applications:

MO/2009/0334/PLAH	Old Inn Lodge, Brockham Green	Porch, garden room etc
MO/2009/0335/LBC	Old Inn Lodge, Brockham Green	Porch, garden room etc
MO/2009/0338/ADV	Betchworth Park Golf Club	Replacement signage
MO/2009/0341/CC	68 Brockham Lane	Variation of Condition 3
MO/2009/0366/CAT	Brooklands, Brockham Green	Tree surgery
MO/2009/0383/PLAH	55 Middle Street	Two storey side & rear ext
MO/2009/0429/TFC	11 Middle Green	Tree Surgery
MO/2009/0397/PLAH	4 The Borough	Rebuild front wall etc
MO/2009/0417/CAT	The Paddock, 6 Middle Street	Tree Surgery
MO/2009/0431/PLAH	22 Warrene Road	Exts-single,two storey side and rear

The Parish Council object strongly to the undermentioned application and a letter is being sent to MVDC reiterating our original concerns and stating that the issues have not be addressed.

MO/2009/0303/PLA	Land at rear of 29 Brockham Lane	Erection of bungalow etc
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Decisions

MO/2009/0260/CAT	Sydney Michael Poland Woodland	Tree Surgery	No Objection
MO/2009/0267/CAT	Mole Cottage, 14 The Borough	Tree Surgery	No Objection
MO/2009/0132/PLA	Whyteways, 15 Middle Street	Summer House	Approved
MO/2009/0207/PCL	Bramblewood Cottage Mill Hill Lane	Certificate of Lawfulness	Approved
MO/2009/0224/PLA	22A Tweed Lane	Alterations	Approved
MO/2009/0050/PLA	Land adj 78 Nutwood Avenue	Erection of dwelling	Refused
MO/2009/0120/PLA	76 Brockham Lane	Extensions	Approved
MO/2009/0100/PLA	Baytrees, Reigate Road	Loft Conversion	Approved

Brockham Computers signage on site within the permitted development of the site.

18. **HIGHWAYS AND GENERAL PURPOSES:**

Items around Green - railings outside the Church Hall – Cllr Richards to meet MVDC on site to discuss the work.

Outstanding jobs with SCC –

82061532	Tweed Lane	broken light	Instructions with EDF
82096239	Old School Lane	blocked culvert	Job raised
82061539	Borough Bridge	request for salt bin	await news
82105409	Borough Bridge	SLOW marking	await news
83015409	Outside River Cottage	pot hole	temporary job carried out

The condition of BW 52 raised again. Clerk to contact SCC to see if there is any news.
SCC Lengthsman scheme considering joining – Clerk to contact SCC to clarify certain issues.

Balchins Pond clearance to be carried out in the autumn – Nick Green to be contacted.

Issues to be reported to SCC – Borough Bridge – slip proof panels damaged – pot holes in Tweed Lane, Tynedale Road, Hillside Gardens, The Avenue and Old School Lane .

Also request hatching at junction of Wheelers Lane/Green adjacent to Church.

MVDC – Local Development Framework – Public Consultation imminent. Await news.

19. **ALLOTMENTS:**

Allotment Meeting – good attendance and meeting informed that the Parish Council had agreed not to change or amend Allotment Rule 15 regarding the sale of produce. Mrs Hawkins was thanked for serving coffee at the meeting.

20. **REPORTS OF MEETINGS:**

Annual Parish Meeting – disappointing attendance but interesting speaker. Donation of £40 given to speaker's chosen charity CLIC/Sargent. County Councillor Helyn Clack gave a resume of SCC activities. PC Dom Loraine also gave a report. MVDC Area Forum in Beare Green – Cllr Homewood attended.

21. **ANY OTHER URGENT BUSINESS:**

None

PART 2

Letter received from Strood Green Stores suggesting produce freezer cabinet and Cllr Homewood proposed a donation of £750 this was seconded by Cllr Richards and agreed unanimously.

SURREY POLICE REPORT:

PC Dom Loraine reported a total of 6 reported offences between 2nd March and 7th April. He was monitoring activities on the Reserved Housing Site at Strood Green following reports of children causing problems on the field.

Mr Tom Arthur was introduced and he explained his position as MVDC Road Safety Officer. He expressed an interest in the revival of Speed Watch as visual representation is very successful. It was suggested that perhaps neighbouring villages could join forces and operate a clustering scheme for Speed Watch. Any issues he could be contacted by email Arthur2617@surrey.pnn.police.uk

Meeting closed at 9.56 pm

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