

# 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 7<sup>th</sup> September 2009** at 7.30 pm Committees will meet at 7.00 p.m.

Celia Plumb Clerk to the Council

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## AGENDA

1. Apologies
2. Declaration of Interest
3. Minutes of the Meeting held on 3<sup>rd</sup> August 2009 (already circulated)
4. Person Responsible for Report to Parish News
- 5.

### **PRESENTATION BY SUSSEX POLICE ON AIRPORT AVIATION SECURITY**

6. Matters Arising
7. Chairman's Report
8. Financial Report  
Risk Assessment
9. Clerk's Report
10. Parish Plan and Parish Emergency Plan (SCC)
11. Community Issues
12. Youth Council for Brockham
13. Recreational Facilities including Elizabeth Bailey Field
14. Brockham Website
15. Planning Matters:

MO/2009/0321/ECL	10 Bishops Cottages Chalk Pit Lane	Certificate of Lawfulness
MO/2000/0863/PLAH	1 Nutwood Close	Single storey rear ext
MO/2009/0878/PLAH	44 Hillside Gardens	New Bay Window to front
MO/2009/0881/PLA	6 Brockham Lane	2 Houses following
	demolition of	
		existing house
MO/2009/0929/PLAH	3 The Smithers	Single storey rear ext

15. Highways and General Purposes  
Lengthsmen Scheme (SCC)
16. Allotments
17. Any Other Urgent Business

**PART 2**

**PUBLIC TIME**

Approximately 8.30 p.m

**BROCKHAM PARISH COUNCIL**

Minutes of the General Meeting of Brockham Parish Council held on Monday 3<sup>rd</sup> August 2009 at the Pavilion, Middle Street, Brockham at 7.30 pm.

60. **PRESENT:** Mr Roger Hammond (in the Chair)  
District Councillor M Homewood (vice-Chair)  
Cllrs. Luff, Smith and Millward  
P C Dom Loraine – Surrey Police  
M Gibbs – Contractor re Elizabeth Bailey Field
61. **APOLOGIES:** Apologies were received from Cllrs Washtell, Richards, Budd and Hamilton.
62. **DECLARATION OF INTEREST:**  
District Councillor Homewood declared his interest on the Development Control Committee at MVDC and would not take part in any voting on planning matters.
63. **MINUTES:**  
Minutes of the meeting held on the 6<sup>th</sup> July 2009 were approved and signed.
64. **PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**  
Cllr Hammond thanked Cllr Hamilton for submitting the July Report to the Parish News. Cllr Hammond agreed to submit the August report to the Parish News.
65. **MATTERS ARISING:**  
Letter received from Inspector Tadman confirming P C Loraine would be continuing in his post as the Dorking Rural East Neighbourhood Specialist. P C Loraine thanked the Parish Council for their support. Chairman requested letter of congratulations be sent to PCSO Ivor Williams on his recent commendation award.  
Village Pump – await report from MVDC.  
Dog Bins – Cllrs Hammond and Homewood to review the situation this month. There was no response following the article in the Parish News.  
Restoration of War Memorial – Church Hall agreed to the contractor using their facilities whilst on site.
66. **CHAIRMAN'S REPORT:**  
Cllr Hammond thanked Cllr Homewood for taking the July meeting at short notice.  
Village of the Year Competition – Brockham won the Business Category with special reference to the Strood Green Stores and the donations raised for the Surrey Air Ambulance. Cllr Hammond was presented with a Certificate and a cheque for £200. Cllrs asked to think how to put this money to good use. The community were thanked for their efforts in achieving this award.  
Emergency Plan – Cllr Hammond to contact Mr Bartlett with a view to forming a working party. Clerk to contact Mr Power to discuss the matter.  
Tweed Lane – SCC Rights of Way Officer to inspect the footpath and report back to Parish Council on any action required.

Mole Valley Local Highways Forum formerly Mole Valley Transport Forum – Brockham hosting meeting on the 10<sup>th</sup> September in the Pavilion, Middle Street at 10.00 a.m. Mr Derek Poole, the new Mole Valley Highways Manager will attend and County Councillor Helyn Clack to Chair the meeting.

Village Weekend – letter to be sent to the Committee congratulating them on another most successful event.

**67. FINANCIAL REPORT:**

Current Account	4,135.52
Deposit Account	12,719.53
Reserve Account	1,743.53
War Memorial Acc/No2	5,994.14
EBF Account	1,021.57

**Payments in**           £18.00 Allotment rents  
                              £200 to Web Site for advertising  
                              £300 towards cost of toilets for Village Weekend  
                              £200 prize for winning Business Section of SCA Surrey Village of the Year Competition

**Cheques drawn**

1104	Recreation Committee	Hire of Hall	£20.00
1105	Dorking Stationers	Cartridge for printer	£34.63
1106	Recreation Committee	Hire of Hall	£20.00
1107	Mrs C M Plumb	Clerk's Wages	£386.73
1108	H M Revenue and Customs	Tax	£96.60
1109	Mrs C M Plumb	Expenses Petrol 37.60 Tele 26.50 Internet 40.82 Broadband 53.59	£158.67
1110	John Anderson Hire Ltd	Toilets for Village Weekend	£672.75
1111	Mr C Long	Maintenance of EBF	£170.00
1112	Christ Church Brockham Green		£360.00

War Memorial interim account for £2,628.90 - Derek Holgate agrees payment.

Approval of donation to Parish News of £360 and payment to John Anderson re toilets for Village Weekend agreed.

Renewal of Membership to Surrey Hills – membership cards received

Risk Assessment – discuss at September meeting - JW

Scale of fees for SCAPTC 2010 submitted.

**68. CLERK'S REPORT:**

Clerk away for October meeting

Letter from Chairman of MVDC re visit – Clerk contacted MVDC office

Presentation September Meeting from West Sussex Police, Chris Hardstone, re Airport Aviation Security

MVDC – Parish Emergency Plans – 01 306 870610 to arrange meeting to complete form

Issue of Lengthsmen – SCC Cllr Hammond studying the form.

**Items to be tabled:**

Surrey Hills information passed to Cllr Luff

The Playing Field Association  
Local Councils Direct  
Guildford Cathedral Flower Gala 1 – 3 Oct passed to Cllr Hammond  
CPRE News letter  
Dorking and District Preservation Society newsletter  
SCA – Newsletter  
Marie Curie – Happy Valley Walk 13<sup>th</sup> September  
Rural Housing Newsletter

69. **PARISH PLAN AND PARISH EMERGENCY PLAN (SCC):**  
Discussion on providing a Welcome Pack for new Parishioners and also invitation to Annual Parish Meeting. Raise at September meeting.
70. **COMMUNITY ISSUES:**  
None
71. **YOUTH COUNCIL FOR BROCKHAM:**  
None
72. **RECREATIONAL FACILITIES INCLUDING THE ELIZABETH BAILEY FIELD:**  
Cllr Millward reported he had attended a meeting of the Friends of the EBF. They are proposing holding a fund raising BBQ at the end of August. Cllr Millward had carried out the monthly inspection of the Field and done a litter pick. MVDC had sent a safety report on the Field and all issues were covered. Mr Long to be asked to trim the hedges. Cllr Richards, in his absence, asked when the Parish Council will see the final plan for approval and also how long is the equipment guaranteed for, and how this relates to the Grant commitment of 10 years – who pays if equipment needs repair or replacement prior to the 10 year time scale. Clerk supplied Cllr Budd with evidence of budgeting for the EBF and also a copy of the audited accounts for 2008/2009 for the BLF meeting at MVDC on the 12<sup>th</sup> August.  
**PRESENTATION:** Mr M Gibbs, drainage contractor, explained the works required on the Field and various options regarding the ditches. He agreed to submit a further estimate for the works which in turn will be forwarded to MVDC for approval.
73. **BROCKHAM WEBSITE:**  
Cllrs asked to consider projects using the monies raised from the advertising revenue from the Website. Further £200 paid into account. For discussion at September meeting.
74. **PLANNING MATTERS:**  
There were no objections to the undermentioned applications:
- |                   |                               |   |
|-------------------|-------------------------------|---|
| MO/2009/0733/TFC  | 17 Brew House Road            | Tree Surgery                                |
| MO/2009/0754/PLAH | Brooklands Cottage            | Erection of single storey side ext          |
| MO/2009/0606/PLAH | 8 The Avenue                  | Single storey rear ext and roof alterations |
| MO/2009/0774/PCL  | Feltons Farm Cottage          | Certificate of Lawfulness                   |
| MO/2009/0855/TFC  | 4 Providence/Century Cottages | Tree Surgery                                |
- Write to Planning Inspectorate reiterating original objections
- Appeal**
- |                  |                                  |  |
|------------------|----------------------------------|--|
| MO/2009/0303/PLA | Land to rear of 29 Brockham Lane | Erection of 1 bungalow, attached garage & new driveway |
|------------------|----------------------------------|--|