

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 2nd November 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 October 2009 (already circulated)
4. Person Responsible for Report to Parish New
MVDC – LOCAL DEVELOPMENT FRAMEWORK PRESENTATION
5. Matters Arising
6. Chairman's Report
7. Financial Report
Budget Meeting
Risk Assessment
8. Clerk's Report
9. Parish Plan and Parish Emergency Plan (SCC)
10. Community Issues
11. Youth Council for Brockham
12. Recreational Facilities including Elizabeth Bailey Field
13. Brockham Website
14. Planning Matters:

MO/2009/1014/PLAH	1 Warrenne Road	Single Storey side extension
MO/2009/1076/PLAMAJ	land south Castle Gardens	Enlargement of lake etc
MO/2009/1103/PLA	Dorking Rugby Club Kiln Lane	Two storey annexe
MO/2009/1141/CAT	24 The Borough	Tree Surgery
MO/2009/1143/TFC	Century Cottage	Tree Surgery
MO/2009/1147/CAT	71-72 Old School Lane	Tree Surgery
MO/2009/1156/SCC	Old Barley Mow Sandpit	SCC app – for consultation only
MO/2009/1196/PLAH	21 Glenfield Road	Convert garage to accommodation
MO/2009/1213/CC	Dorking Garden Centre	Variation of Condition 11 (allow sale of pet food etc)
- APPEAL
MO/2009/0881 6 Brockham Lane Erection of 2 houses
15. Highways and General Purposes
16. Allotments
17. Any Other Urgent Business

BROCKHAM PARISH COUNCIL

Minutes of the General Meeting of Brockham Parish Council held on Monday 5th October 2009 at the Pavilion, Middle Street, Brockham at 7.30 p.m.

98. **PRESENT:** Cllr Richards (in the Chair)
Cllr Homewood (acting Clerk)
Cllrs Luff, Washtell, Smith, Hamilton and Millward
2 Parishioners and a Legal Adviser
99. **APOLOGIES:** Apologies were received from Cllrs Hammond and Budd and Mrs Celia Plumb (Clerk to the Council)
100. **MINUTES:**
Minutes of the meeting held on the 7th September 2009 were approved and signed.
101. **DECLARATIONS OF INTEREST:**
District Councillor Homewood declared his interest as member of the MVDC Development Control Committee and would not take part in any voting on planning matters.
102. **PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**
Cllr Hamilton agreed to submit the October report to the Parish News.
103. **MATTERS ARISING:**
Village Pump repairs – await report from MVDC
Dog Bins – matter with Jo Bailey MVDC Dog Warden
War Memorial – awaiting chain link fence and final preparations for re-dedication to be held on the 8th November.
Remembrance Sunday - monies for wreath collected from Parish Councillors.
104. **CHAIRMAN'S REPORT:**
Cllr Homewood informed the meeting of the Chairman's progress and all expressed their sympathy and hope that he would soon be able to take up his place as Chairman again. (no reflection on Cllr Richards intended).
Emergency Plan – it was noted that Mr Bartlett has not been well, and that further consideration of this would await his fully recovery.
Mole Valley Local Highways Forum formerly MV Transport Forum – 10th September in the Pavilion, Middle Street – SCC - Mr Derek Poole Highways Manager for MVDC to attend - CC Helyn Clack was in the Chair – very constructive meeting- good liaison with SCC.
- 105: **FINANCIAL REPORT** - as at 29th September 2009
- | | | |
|----------------------|-----------|---|
| Current Account | 9,248.82 | 2 nd half precept paid by MVDC to pay £1,175.55 to War Memorial Acc re VAT |
| Deposit Account | 12,719.92 | |
| Reserve Account | 743.66 | transferred £1,000 to C/A re Scouts and Guides |
| War Memorial Acc/No2 | 1,010.59 | Plus £1,175.55 VAT to be reclaimed |
| EBF Account | 1,021.57 | |

Cheques drawn

1121	22 nd Dorking Scouts	Donation towards Bus	£500.00
1122	Brockham Guides	Donation	£500.00
1123	Mrs C M Plumb	Clerk's Wages	£386.73
1124	H M Revenue and Customs	Tax	£96.60
1125	Recreation Committee	Hire of Hall	£20.00
1126	R Mason	Tree Surgery/Rec Ground	£184.00
1127	Ascend	Re Web Site	£207.00
1128	BDO Stoy Hayward	Audit Fee	£155.25
1129	Parish A/C War Memorial	VAT to be reclaimed	£1,175.55
1130	East Surrey Water	Middle Street	£121.54
		Whealers Lane	£109.32
			£230.86

Council's approval and minute for the Annual Report – put to the vote. Proposed by Cllr Washtell and seconded by Cllr Smith – passed unanimously.

Possible Risk Assessment – Agenda item for November

SCA cheque £200 (Village of the Year prize) public to be asked for ideas via an advertisement in shops.

Budget meeting – 28th Oct at Cllr Washtell's home at 7.00 p.m.

106. CLERK'S REPORT:

Clerk away for October meeting

Monies for wreath – Royal British Legion collected from Cllrs

C C Helyn Clack to bring SCC Chief Executive to Parish – possible visit to Shop at Strood Green.

Letter from Chairman of MVDC re visit - await date from MVDC

BAA Gatwick – Public Consultation re Draft Noise Action Plan concludes 7th October

GACC – Annual General Meeting 13th November 7.30 at Gatwick Manor Hotel Speaker Rt. Hon Francis Maude

MVDC Land Allocations Development Plan – confirmed Parish Council interest

SCAPTC and Surrey Community Action AGM 6th October East Horsley 10.00am

Surrey Minerals Plan update

Surrey Hills Information

Clerks Meeting with MVDC – 17 November 1.00 pm

Items to be table:

Local Council Review

Wicksteed Brochure

Citizens Advice Bureau

107. PARISH PLAN:

Item carried forward in absence of Chairman and Clerk

108. COMMUNITY ISSUES:

Welcome Pack for new residents. The Council felt that we should get a copy of the Buckland and Betchworth packs and see what was involved. Cllr Luff that the Brockham Conservation Area should be highlighted and explained (with its restrictions) as part of such a pack.

109. YOUTH COUNCIL:

Carried forward in the absence of Cllr Budd.

110. RECREATIONAL FACILITIES TO INCLUDE THE EBF:

Cllr Millward reported meeting of Friends of EBF held on the 25th September – apparently to start drainage work a ‘mobilisation fee’ has been asked for by contractors. Consensus was that we were against paying an upfront sum – that this should not be required.

The Parish Council needs to write to Kenwards to authorise carrying out the drainage work as per quotation. Cllr Hamilton raised the point that if the existing clay topsoil were to be replaced when the drainage gulleys are installed then the surface drainage would not be markedly improved. Cllr Millward to get clarification from Kenwards on this matter and subject to seeing the terms, guarantees and conditions of the work – and a satisfactory understanding of the nature of the replacement topsoil – then the PC Chairman should be asked to agree that the work be commenced.

Cllr Millward also reported that the present owners of the Reserve Building Site field adjacent to Glenfield Close had responded to enquiries about putting a pipe for the EBF drainage work across a corner of the field by pointing out that permission would be needed from the Environment Agency and that this could take some time. Otherwise, the pipe would have to discharge into the ditch network. Cllr Millward to enquire into the latter option and to seek a quote from Kenwards for that.

‘Goal Area’ on Recreation Ground (now completed) Cllr Homewood questioned whether there should have been another panel on the roof of the shelter section since there appeared to be both space and securing points for this.

111. BROCKHAM WEBSITE:

Paid cheques for £500 to both Scouts and Guides.

Cllr Budd to enquire the cost of the Life Bus for a day for Brockham School.

112. PLANNING MATTERS:

MO/2009/1033/CC The Steading, Wheelers Lane Remove agricultural condition
OBJECTION on several grounds. Clerk to be asked to write to Chief Planning Officer MVDC

The undermentioned applications were approved -
MO/2009/1059/PLAH Greystones, Chalkpit Lane

side and rear exts replacement
garage and roof alterations
Tree Surgery

MO/2009/1128/TFC 4 Brew House Road

Decisions

MO/2009/0855/TFC	4 Providence Cottages/Century Cottage	Tree Surgery	Approved
MO/2009/0863/PLAH	1 Nutwood Close	Rear ext	Approved
MO/2009/0878/PLAH	44 Hillside Gardens	Bay window	Approved
MO/2009/0321/ECL	10 Bishops Cottages	Certificate of Lawfulness	Approved

Two representatives from Hortons attended together with a legal adviser to present and explain plans for a small housing development at Hortons Yard on Wheelers Lane. They were advised to consult an MVDC Planning Officer on this, in the light of the current Local Development Framework which although pointing toward some development in that area has not yet been finalised.

113. HIGHWAYS AND GENERAL PURPOSES:

Big Field Ditch – J Keen to spray footpath adjacent to Kiln Lane shortly – approx cost £60 plus VAT

CC Helyn Clack donated £500 towards maintenance of the ditch

Kiln Lane hedge – quote this year £175 plus VAT - agreed

Items around Green – Bus Shelter glass repair; Litter Bin hard standing adjacent to Bus Shelter; Village Pump repairs with MVDC. In addition the granite setts near the bus shelter and the Pharmacy need attention before Bonfire Night.

Outstanding jobs with SCC - Highways Steward now Bob Weston investigating issues

82096239 Old School Lane Blocked culvert raised job for Feb

(Environment Agency checking the position)

82105409 Borough Bridge Request for SLOW painting on road with contractors

83019545 Wheelers Lane junction Middle Street Request for hatching LETTER

83021079 Borough Bridge Repairs to surface boards DR

SCC given DR number to contact

Lengthsmen scheme SCC concerns raised at Forum Meeting and Parish Councils advised to wait for clarification on issues from SCAPTC and SCC before signing.

Cllr Homewood reported that the verges along Boxhurst Lane were to be trimmed from a complaint from a local resident.

Cllr Luff said that the vegetation adjacent to the Old School Lane Clappers (elevated footway) needs cutting back to allow pedestrian use during flooding.

Estimate for £448.50 received from R Mason regarding tree surgery to Oak Tree in the Churchyard – the estimate was approved.

114. ALLOTMENTS:

Request received for a chicken run at the Wheelers Lane site. Consensus was to agree, subject to usual conditions, but that the situation be monitored in future to avoid over-concentration of chicken runs on allotments.

115. REPORTS OF MEETINGS:

Big Field Management Meeting – unfortunately no-one who had attended was present.

Report carried forward to next meeting.

116. ANY OTHER URGENT BUSINESS:

None

PART 2

None

SURREY POLICE REPORT:

PSCO Ivor Williams reported 1 burglary offence, 1 theft from motor vehicle offence, 1 theft of pedal cycle and 1 criminal damage offence. The usual exchange of village information took place.

Meeting closed at 9.35 pm

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