

BROCKHAM PARISH COUNCIL

DRAFT - Minutes of the Meeting of Brockham Parish Council held on Monday 6th July 2015, in the Pavilion Middle Street, Brockham at 7.30 pm.

- 46. PRESENT:** Cllrs Hammond in the Chair
Cllrs Homewood, Washtell, Millward, Hamilton, Budd, Buckle and Songhurst
District Councillor Paul Potter
Parish Clerk Mrs Celia Plumb
PCSO D Sadler (Surrey Police)
Mr Simon Budd – Victorian Weekend and BERT
2 Parishioners
- 47. APOLOGIES:** Apologies were received from District/Parish Councillor John Muggeridge, Inspector Richard Hamlin, Surrey Police and Mrs C Ritchie
- 48. MINUTES:**
Minutes of the Meeting held on the 1st June 2015 were approved and signed as a true record.
- 49. DECLARATIONS OF INTEREST**
Councillors Homewood and Washtell declared an interest with regard to matters relating to the Tanners Meadow site.
- 50. PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**
Cllr Hammond agreed to submit the July report to the Parish News.
- 51. COMMUNITY POLICE REPORT:**
PCSO Sadler reported 5 crimes during the period 1st June to 6th July.
PCSO Sadler answered queries from Cllrs concerning issues over dogs worrying livestock and the recent farm thefts in the area. It was suggested that some signage should be put on farm fences informing the public that it is a criminal offence for animals to worry livestock. Perhaps the NFU should be approached – matter for Cllr Muggeridge to investigate. Also concern over the increase in fly tipping in the area and asking the public to be more vigilant and report any suspicious circumstances to the police.
Police contact details – PC Lee Munday number 07967986355 and Sergeant Chris Law number 07967986382 PC Sadler number 07967987387.
- 52. MATTERS ARISING:**
BERT – Mr Budd informed the meeting of various works that BERT had carried out during the month. Also he explained that BERT was about to invest in a Maxprobe Pipeline Inspection System in order to identify drainage problems. A sum of money is to be held by BERT for any emergencies that might arise.
Parking in Dodds Park – Cllr Muggeridge to contact C C Helyn Clack and residents of Dodds Park to obtain their views. Clerk to liaise with Circle Housing to obtain clarification of ownership of the land. Mr Abbott to seek the views of local residents regarding the parking issues. Item for August Agenda.

Soil Contamination at Tanners Meadow – Councillor Paul Potter/Muggeridge to seek clarification from MVDC on the latest position. MVDC complaints policy to be considered bearing in mind the length of time this matter has been awaiting a result. Item for August Agenda.

Nutwood Avenue drainage – site visit from Hamilton Estate who confirm that the Estate will carry out ditch clearance when the current crop on the adjacent field is harvested – end of July/August.

BT Telephone Box on Green – Clerk to make enquiries on its status and request an inspection and clarification that the system is working. Cllrs Hammond and Homewood meeting with new owners of NISA to discuss the condition of the outside of the shop Parking of vehicles adjacent to Borough Bridge. Clerk to contact Surrey Police for clarification on parking of large vehicles on the highway.

53. CHAIRMAN’S REPORT:

The Parish Council congratulated Mr Simon Budd on his recent Honour of a BEM.

Litter Pick – Sunday 14th June. All clothing and bags supplied by MVDC. 15 bags collected and MVDC have been invoiced.

Advertising Signs on Green (A sign boards) MVDC and Parish Council monitoring the situation.

54. BROCKHAM VILLAGE HALL:

No representative in attendance although an invitation was sent to the Committee.

55. FINANCIAL REPORT:

Current Acc	5,256.04
Deposit Acc	11,748.79
Reserve Acc Web	2,264.64
War Memorial Acc	1,224.29
BERT Acc	8,594.21

**Cheque awaited from winding up of
CAMEL £573 RH**

EBF Acc	284.33
Youth Council	15,812.92

Cheques from April 2015 to July 2015

1819	St Catherines Hospice 50/50 website	£200.00
1820	GACC	£25.00
1821	Office Expenses	£50.00
1822	B Cannon – Middle Street Allotments	£141.21
1823	Surrey ALC Ltd re-issue of cheque	£776.68
1824	Wellers Law Group re Skatepark YC	£250.00
1825	Dorking Stationers	£61.44
1826	National Trust – APM	£50.00
1827	Recreation Committee	£25.00
1828	Mrs C M Plumb	£535.00
1829	Mr C Long EBF and Nutwood etc	£293.00
1830	AON Insurance	£941.17
1831	H M Revenue and Customs	£55.00
1832	Mrs C M Plumb – Expenses	£143.49
1833	Braidwood and Co Internal Audit	£360.00
1834	Dorking Stationers	£43.87
1835	Recreation Ground Committee X 2	£50.00

1836	Wellers re Skatepark	£404.00
1837	Mrs C M Plumb	£535.00
1838	HM Revenue and Customs	£55.00
1839	Mr C Long	£190.00
1840	Mr B Cannon Allotments	£30.00
1841	Dorking Stationers	£27.12
1842	Recreation Committee	£25.00
1843	Surrey Hills Society Membership	£25.00
1844	Mr C Long	£270.00
1845	Office Expenses	£50.00
1846	Mrs C M Plumb	£535.00
1847	H M Revenue and Customs	£55.00

RECEIPTS

Allotment monies	£301.00
Allotment monies * less 3 cheques £21	£210.00
Refund from AON re Insurance Premium	£61.42
Allotment monies including 3 re-issued cheques *3 cheques re-issued £21	£28.00

BERT ACCOUNT

NO ACTIVITY THIS MONTH

YOUTH COUNCIL

Amendment to June Authorisation should be £410 not £404
£410 paid to Wellers, Solicitors in respect of Skatepark fees

BERT ACCOUNT

£2,000 from Gatwick Airport Community Trust
£2,000 from Community Foundation for Surrey Grant
£176.50 transferred from Parish Council re VAT refund

YOUTH COUNCIL

£250 paid to Wellers, Solicitors in respect of Skatepark fees

Now have separate accounts for Web and Skatepark Accounts with cheque books ie Treasurers Account. If any of the accounts goes over £50,000 – all Treasurer Accounts have to pay £5 each per month.

List of cheques for authorisation: Attached

Financial Risk Assessment 2015 presented to the meeting and following certain amendments will come to the August meeting for approval. JW

Financial Regulations following certain amendment will come to August meeting for approval. JW

Annual External Audit Notification awaited.

Information regarding Planning Infrastructure Contributions (PIC) available for Environmental improvements (May 2015) £782 contribution (Also remember we have £500 from Filming for the village) Enquiries to be made regarding purchasing a Notice Board to be erected by the Balchins Pond.

Clerk to purchase scanner in order to forward information to the Web site.

56. CLERK'S REPORT:

NALC – Transparency Requirements – Clerk to speak to Mark Mulberry SSALC re position
SSALC – New Councillors Event now 13th July - Cllr Songhurst to attend.

57. PARISH PLAN AND EMERGENCY

Flood Forum Meeting – 11th June – Minutes awaited

58. COMMUNITY ISSUES:

Victorian Fair – weekend 10th/11th/12th July - including at Art Exhibition.

Request for financial assistance with regard to resurfacing the Recreation Ground car park.

Concerns raised as to the ditch area adjacent to the brook where flooding occurs. Enquiries to be made at the Flood Forum.

MVDC – Green Dog Walkers Scheme to be launched in September – await details.

59. YOUTH COUNCIL FOR BROCKHAM:

Skatepark issues:

No report available. Parish Council Solicitors - Hedleys and Hamilton Estate Solicitors in communication. Await details of Lease.

60. RECREATIONAL FACILITIES INCLUDING THE EBF:

Cllr Millward reported the grass seed was growing well and the weedkilling was successful on the paths. Clerk contacted MVDC regarding suitable chippings. Cllr Millward to estimate amount of cushionfall needed for the play area. Cllr Millward agreed to clear the ditch and trim around the pond. Friends of EBF considering the possibility of a concrete table tennis table in the corner of the field. Enquiries to be made with MVDC regarding the possibility of a second-hand one becoming available.

61. BROCKHAM WEBSITE:

No report available.

62. PLANNING MATTERS:

There was no objection to the undermentioned planning applications.

MO/2015/0617/OUT **Whitlands, Reigate Road** Outline application with all matters reserved for the erection of 1 dwelling to the east of Whitlands, following the demolition of existing garage

MO/2015/0913/CC 97 Hillside Gardens Removal of a condition 5 – pp MO/2012/0901 regarding the use of obscure glazing in rooflights on north and south elevations

The undermentioned application was discussed at length and a letter of objection to be sent to MVDC.

MO/2015/0858/PLA **Tumbledown Farm, Wheelers Lane** Remodel existing detached garage/store with new pitched roof and extension to rear to form garden room and attic store. Erection of glazed link extension between house and garage

MO/2015/0859/LBC **Tumbledown Farm, Wheelers Lane** Application for listed building consent to erect a glazed link extension between house and garage, forming a new opening in flank wall of house. Alter existing door on flank wall to form a window. Form new opening in existing internal wall to kitchen.

Parish Council to confirm its original objections to the Inspectorate regarding the undermentioned Appeal.

APPEAL APP/C3620/W/15/3023038 Kiln Lane Nurseries, Kiln Lane, Brockham

Application to remove/vary conditions 5 and 12 of approved MO/2013/1657/CU in respect of change of use to ground floor as pet shop, grooming, counselling, curtain making and osteopath. Comments in writing to Planning Inspectorate Room 3/10 Temple Quay House, 2 The Square, Bristol, BS1 6PN by 17th July 2015

The planning application for 35 The Borough was discussed again and in relation to a letter sent to MVDC. No further action.

DECISIONS:

- MO/2015/0608/PLAH **6 Puddenhole Cottages** Erection of a single storey rear extension with a pitched to existing outbuilding. Erection of 1 dormer to both front and rear elevation and a new driveway **APPROVED**
- MO/2015/0634/PLAH **2 Brockham Lane** Erection of two storey side extension to north elevation and enlargement of the existing roof to provide an enlarged restaurant with habitable accommodation above **APPROVED**
- M0/2015/0667/PCL **19 Nutwood Avenue** Certificate of Lawfulness for the proposed development in respect of roof alterations, creation of a rear dormer and insertion of 2 rooflights to facilitate a loft conversion **APPROVED**
- MO/2015/0730/PLAH **17 Glenfield Road** Erection of first floor side ext **APPROVED**
- MO/2015/0502/PLAH **5 Brockham Court Farm** Erect detached garage structure comprising an open carport and a lockable store **APPROVED**

63. HIGHWAYS AND GENERAL PURPOSES:

Further enquiries to be made with SCC regarding the resurfacing of Brockham Lane from A25 to Gadbrook Crossroads. Due start date now beginning of August 2015.

Thames Water completed repairs to the culvert at the junction with Tweed Lane and Middle Street. Further investigations to be made regarding previous repairs in Middle Street by British Gas, Thames Water and East Surrey Water to clarify the position prior to the resurfacing of Middle Street.

Atkins report in conjunction with Environment Agency and SCC regarding the Brockham Flood Alleviation Scheme due end of the Year.

SCC – re Hippo Bags (Salt) order placed for salt to be delivered to Cllr Muggeridge.

Issues around Green – Cllrs Hammond and Homewood and resident meeting with MVDC to consider the parking issues and the possibility of extending the posts on the Green.

Dog Bins – Clerk to contact with Dog Warden, MVDC, regarding an additional bin near the Wheelers Lane Allotments and one on the Island at Strood Green.

64. ALLOTMENTS:

Inspection of allotments on both sides to be carried out in September and a review of the Rules undertaken.

65. REPORTS OF MEETINGS:

Parish Forum on 7th June at Newdigate. Chairman, Vice-Chairman and Clerk to attend. Chairman attended a meeting of the National Playing Fields Association.

66. ANY OTHER URGENT BUSINESS:

Cllr Songhurst to consult with MVDC’s MP Sir Paul Beresford regarding insurance issues following the flooding of 2013.

Meeting closed at 10.15 pm

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