

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 Annual General Meeting of the Parish Council to be held in the Pavilion, Middle Street on **Monday 16th MAY 2011** at 7.30 pm Committees will meet at 7.00 p.m.

Celia Plumb Clerk to the Council

AGENDA

1. Apologies
2. ELECTIONS
Election of Chairman
Election of Vice-Chairman
Election of Committees
Planning
Highways and General Purposes
Recreation
Responsible Financial Officer
Hedgerow Officer
School Governor – n/a
Big Field Committee
Representation on SCAPTC
3. Signing of the Declaration
4. Declaration of Interest
5. Minutes of the Meeting held on 4th April 2011 (already circulated)
6. Person Responsible for Report to Parish News
7. Matters Arising
8. Chairman's Report
9. Financial Report
Financial Regulations
10. Clerk's Report
11. Parish Plan and Parish Emergency Plan (SCC)
12. Community Issues
13. Youth Council for Brockham
14. Recreational Facilities including Elizabeth Bailey Field
15. Brockham Website
MO/2011/0364/CAT 8 Dodds Park Tree Surgery
MO/2011/0342/PLAH 4 Jubilee Terrace Single Storey rear ext
MO/2011/0207/PLAH 15 Middle Street (Whyteways) Timber carriage building and re-design of front driveway
MO/2011/0374/LBC 2 Way House, Wheelers Lane Replacement windows to rear
MO/2011/0422/PLAH 10 Old School Lane Single Storey Annexe following demolition of existing garage
MO/2011/0405/PLAH 3 Brew House Road Single storey side ext
MO/2011/0382/PLAH 3 Jubilee Terrace Single storey rear ext
16. Highways and General Purposes
Island at Strood Green
Vas Signs
18. Allotments Annual Meeting - 12th April 2011
19. Annual Parish Meeting 15th April 2011
20. Reports of Meetings
21. 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 4th April 2011 in the Pavilion, Middle Street, Brockham at 7.30 pm

218. **PRESENT:** Cllr R Hammond (in the Chair)
Cllrs Washtell, Richards, Hamilton, Smith, Budd,
Millward and Muggeridge.
1 Parishioner – Mrs Rosemary Buckle
PC D Loraine and PCSO Zuzana Sucha
Mr Marcus Dode from East Surrey Rural Transport
Partnership
1 Parishioner – Mr John Duncan – Wheels 4 U.
219. **APOLOGIES:** Apologies received from District/Parish Councillor
Maurice Homewood.
220. **MINUTES:** Minutes of the meeting held on the 7th March 2011 were
approved and signed as a correct record.
221. **DECLARATION OF INTEREST:**
There were no declarations.
222. **PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**
Cllr Hammond agreed to submit the April Report to the Parish News.
223. **MATTERS ARISING:**
It was reported that a Footpath from Brockham Park to Strood Green had now
been completed. The Clerk to Betchworth Parish Council to be thanked for
facilitating this.
Bus Shelter at junction with Kiln Lane and Nutwood Avenue. MVDC hope to
install the Shelter by the end of May 2011.

PRESENTATION

Mr Marcus Dobe from East Surrey Transport Partnership, who work closely
with Mole Valley District Council, was trying to ascertain what transport
actually exists and what is required. Wheels 4 U mainly deals with the needs
of the older members of the community. There are no facilities for the youth
and also lack of liaison with the commuter services. It was felt that a
questionnaire on people's needs would be useful with collection points for the
responses.

Mr Dobe to consider the best form of communication ie Parish News – Web
Site etc.

224. **CHAIRMAN'S REPORT:**
Cllr Hammond started by thanking Cllrs Homewood and Richards for chairing
the meetings whilst he was away.

Cllr Des Smith was thanked for all his input on the Parish Council, it being his last meeting, as he was retiring at the forthcoming Elections.

Cllrs asked to give thought to how best co-ordinate a Neighbourhood Watch Scheme.

It was reported that the Strood Green Shop did not win the Countryside Alliance - Community Shop Award although they were one of the finalists.

225. FINANCIAL REPORT:

Current Account	1,791.83	
Deposit Account	12,727.43	
Reserve Account – web acc	1,255.91	
War Memorial Acc/No2	1,224.14	Clerk to contact
		Mr. Holgate for an update
EBF Account	1,197.28	need cheque from Bonfire
		Committee? DR
Youth Council Account	5,817.32	

Cheques drawn

1263	Mrs C M Plumb	Clerk's Wages	£415.00
1264	H M Revenue and Customs	Tax	£89.00
1265	Petty Cash	For APM and Allotment	£50.00
1266	Mr S Huggett	Montage for Mr Luff	£25.00
1267	Mrs C M Plumb	Expenses Internet 62.97	
		Mileage 37.76	
		Phone 26.27	£127.00
1268	Mrs Hamilton	Youth Council Expenses	£13.43
1269	Mrs Ritchie	Youth Council Expenses	£17.00
1270	WEB Nikon	Camera for Youth Council	£202.87
1271	Recreation Committee	Hire of Hall March meeting	£20.00
1272	Mrs Ritchie (YC)	Youth Council – Insurance 296.80	
		Printing 6.60	£303.40
1273	Mrs C M Plumb	Clerk's Wages	£415.00
1274	H M Revenue and Customs	Tax	£89.00
1275	Mrs Ritchie (WEB)	Youth Council – Printing 6.60	
		Registration 5.00	
		WEB Memory Card 19.30	£30.90
1276	SCAPTC	Local Council Review	£31.00
1277	Recreation Committee	Hire of Hall Youth Council	£20.00
1278	Mr Simon Long (YC)	Transport to Skateram	£180.00
1279	Mrs Hamilton	Youth Council Expenses	£16.76
1280	High Line Adventure (YC)	Mobile Skate Unit	£798.00
1281	Recreation Committee	Hire of Hall April Meeting	£25.00
1282	Recreation Committee	Hire of Hall Allotment APM	£50.00
1283	VOID		
1284	VOID		
1285	Buckland Nurseries(tbc)	Donation to APM	£50.00
1286	The Royal Oak	Surrey Hills Visit	£21.90
1287	Mrs C M Plumb	Clerk's Wages	£440.00
1288	H M Revenue and Customs	Tax	£79.00
1289	Dorking Stationers	Cartridges and Paper	£29.04
1290	Surrey Community Action	CRB – Youth Council	£12.00

PAYMENTS:

Cheque received from Big Field Committee for £750 their contribution towards the maintenance of the Big Field Ditch.

Balance of Allotment rents paid £345.

Various Bank Forms and Statements signed by Bank re Lottery Grant etc Clerk to Claim VAT to the end of March 2011.

NALC – Financial Regulations – Risk Management – Agenda item for May. Prepare annual policy statement – Cllr Washtell.

Clerk to take Accounts to Braidwood and Co for the internal audit. Audit date is 15th July 2011.

226. CLERK'S REPORT:

Election Forms all submitted to MVDC

Betchworth Parish Council Annual Parish Meeting 18th April – 7.30 - Cllr Hammond to attend

MVDC - Local Development Framework - Empowering Local Communities Neighbourhood Planning- Discussion Paper - response required.

Letter MVDC re developer contributions towards local infrastructure – no comment

SCC Surrey Transport Plan – Executive Summary passed to Cllr Hammond

The Queen Elizabeth 11 Fields Challenge for consideration at May meeting

FULLERS - Village of Year Application form pass to RH

Do we need to be thinking about Queens Diamond Jubilee – for consideration at May meeting

Items to be table:

Local Council Review - circulated

Clerks Direct – circulated

227. PARISH PLAN AND PARISH EMERGENCY PLAN:

Cllr Hammond to co-ordinate next step. Several names have been submitted to assist in an emergency and there are offers of help from the Parish Plan.

228. COMMUNITY ISSUES:

Visit by Surrey Hills Society to Village on the 26th March. Very successful day. Started with tour of Green and walk over the Chimney Pots via Betchworth followed by lunch at The Royal Oak then a walk along the Coach Road to Betchworth Castle. Thanks to Mr Bartlett, Ms U Duffy, Mr Hines and Mr Higgins for co-ordinating the day.

Correspondence received regarding the Middle Street Land Development – no action to be taken.

229. YOUTH COUNCIL FOR BROCKHAM:

Report attached.

230. RECREATIONAL FACILITIES INCLUDING THE EBF:

Clerk obtained clarification from MVDC that the balance of the monies from the grant was still available - £1,545 ish.

Cllr Millward met with Mr Ford, contractor, and agreed estimate for footpath works.

Agreed Mr Long to continue to cut the Field at an increased cost of £5 now £80 per cut.

231. BROCKHAM WEBSITE:

No report.

232. PLANNING MATTERS:

MO/2011/0273/TFC 31 Wheelers Lane Tree Surgery - Obtain clarification from Tree Officer

There was no objection to the undermentioned -

MO/2011/0295/PLAH 17 Kiln Lane Ext to create upper floor

Decisions

MO/2010/1550/PLAH	Poland House	new porch 1&2 Pendell wing	APP
MO/2010/1580/PLAH	74 Brockham Lane	ext to rear and 1 st floor infil demolition of conservatory	APP
MO/2010/1584/CAT	Poland House	Tree Surgery	No Objection
MO/2010/1582/TFC	9 Brew House Road	Tree Surgery	APP
MO/2010/1587/PLAH	36 The Borough	renewal of extant permission 2 storey side & rear ext	APP
MO/2010/0545/PLAH	Rowlands Pharmacy	disabled ramp access	APP
MO/2011/0003/CU	South Lodge The Green	Change of use	APP
MO/2011/0095/CAT	26 The Borough	Tree Surgery	No Objection
MO/2011/0096/CAT	Walnut Tree Cottage	Tree Surgery	No Objection
MO/2011/0098/TFC	11 Brew House Road	Tree Surgery	No Objection
MO/2010/1604/PLAH	Squirrels Croft Old Kiln Lane	Raise roof to create 1 st floor	APP
MO/2011/0079/PLAH	39-41 Wheelers Lane	Extensions	APP
MO/2011/0091/PLAH	84 Brockham Lane	Extensions	APP
MO/2011/0112/CAT	Brooklands Cottage	Tree Surgery	No Objection
MO/2011/0183/CAT	The Old School House	TreeSurgery	No Objection

233. HIGHWAYS AND GENERAL PURPOSES:

Cllr Budd obtaining estimates for work on Borough Bridge and also work on the Village Pump. Clerk to contact Mr Farmer (defunct Village Society) regarding any funds which may be available for work on the Village Pump. Environment Agency re River Mole contacted with a request to rebuild the weir but were told that it would not be allowed as it would alter the water course, could cause flooding and also create a problem for fish that are not jumpers. If the Parish Council wanted to do the work on the River they would require Land Drainage Consent which would be unlikely to be granted by the Environment Agency. Enquiry established that there was no evidence of Japanese Knotweed at Borough Bridge.

Meeting with MVDC regarding condition of Green and with a view to reinstating hatching – plan attached. Cllr Richards keen for remedial work to commence. Await further news.

New funding available from Government for Surrey Potholes – 0300 200 1003 Request for hatching at junction with Wheelers Lane/Middle Street SCC no 83114764.

234. ALLOTMENTS:

Annual Allotment Meeting 12th April – Cllr Hamilton agreed to serve coffee.
All rent notices sent out. Water turned on at both sites.

235. ANNUAL PARISH MEETING:

Meeting 15th April – Speaker Mr David Hogg from Buckland Nurseries.
Agreed to give a donation of £50 to Mr Hogg’s chosen Charity. Youth Council to give a report. Surrey Police to attend but unfortunately local Inspector unable to attend due to annual leave.
Cllrs Richards and Millward to serve coffee.

236. REPORTS OF MEETINGS:

Local Clerks Meeting – Topic Localism
Big Field Meeting – Brockham Big Field Community Sports Committee now signed Head Lease with National Trust for 50 years. MVDC in negotiation re signing and also in contact with Brockham Badgers re letting of the pitches.

237. ANY OTHER URGENT BUSINESS:

Problems regarding parking on the Island at Strood Green- Clerk to contact SCC regarding notices.
Street Light in Tweed Lane permanently on – Clerk to liaise with SCC.

PART 2

Issue of encroachment on Allotment at Wheelers Lane
Also continuing problem with fumes at Wheelers Lane

REPORT FROM SURREY POLICE

PC Dom Loraine reported that there had been 5 reported crimes.

Meeting closed at 10.00 pm

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