

BROCKHAM PARISH COUNCIL

Minutes of the General Meeting of Brockham Parish Council held on Monday 6th June 2011 at 7.30 pm in the Pavilion, Middle Street, Brockham, Surrey.

- 23. PRESENT:** Cllr Hammond (in the Chair)
Cllr Homewood (Vice- Chair)
Cllrs Washtell, Budd, Hamilton, Richards, Buckle and
Muggeridge (District Councillor)
P C Dom Loraine and PCSO Zuzana Sucha
District Councillor Paul Potter
- 24. APOLOGIES:** Apologies were received from Cllr Millward
- 25. MINUTES:** Minutes of the meeting held on the 16th May 2011 were approved and signed.
- 26. DECLARATION OF INTEREST:**
There were no declarations of interest.
- 27. PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**
Cllr Hammond agreed to submit the June report to the Parish News.
- 28. MATTERS ARISING:**
All matters covered under Agenda items.
- 29. CHAIRMAN'S REPORT:**
Neighbourhood Watch enquiries to be made regarding the existing schemes in the village.
Pavilion refurbishment – letter received from the Pavilion Committee seeking financial assistance with regard to the second phase of the refurbishment. Agreed to consider a donation at the Budget meeting in October.
Island at Strood Green – letter to be sent to the properties surrounding the island requesting no parking on the Island and Cllr Hamilton to investigate the cost of signs to erect on the space.
Village Society – it was felt that any outstanding monies held by the Village Society be transferred to the Pavilion towards the refurbishment.
Village of Year Competition – Await date for Judges to visit village. Suggest Youth Council and Strood Green Stores be represented at any presentation.
Olympics 2012 – Agenda item for July. Drop-in centre – Headley Village Hall 28th June for up date on traffic control and crowd management.
Approach made by parishioner regarding a possible site for a tennis court and a tennis club. Enquiries to be made with Recreation Ground Committee.
Yew Tree in Wheelers Lane/Dodds Park – Tree Surgeon to inspect the site. Await report.
- 30. FINANCIAL REPORT:**
- | | | |
|---------------------------|-----------|-----------------------------------|
| Current Account | 6,675.61 | |
| Deposit Account | 12,728.30 | |
| Reserve Account – web acc | 1,256.00 | |
| War Memorial Acc/No2 | 1,224.14 | keep account for maintenance fund |

EBF Account	1,197.28	need cheque from Bonfire Committee? DR
Youth Council Account		£750 from Gatwick Airport Community Trust
		£500 from High Sheriff of Surrey
transferred £1,459 from Youth Council Acc -	£29.96	for Darts for Youth Cafe
		£665.00 for mobile skate park unit - May
		£665.00 for mobile skate park unit - June
		£50.00 North Downs School
		£50.00 North Downs School
Transfer £133 to Youth Council account in respect of VAT refund for mobile skate park		

Cheques drawn

1303	Recreation Committee	Hire of Hall	£25.00
1304	Highline Adventure	Hire of Skate Unit	£789.00
		transfer from Youth Council	£665.00 VAT £133 PC
1305	Mrs Ritchie	Set of Darts for Youth Council	£29.96
		Transfer from Youth Council Acc	
1306			
1307	Recreation Committee	Hire of Hall	£25.00
1308	North Downs School	Hire of Playground	£50.00
		transfer from Youth Council Acc	
1309	Mrs Plumb	Clerk's Wages	£440.00

Receipts

VAT refund	Youth Council	£135.00
Allotments	Rents	£378.75

Payments

Mr C Long	Maintenance of EBF	£160.00
Brockham Guides	Maintenance of Bus Shelters	£200.00

Bank Forms for completion re signatures distributed. Agreed all Cllrs become signatories, any two to sign, and Responsible Financial Officer also countersigns the cheques.

NALC – Financial Regulations – Cllr Washtell prepared a summary of the NALC Regulations. It was agreed to accept the Financial Regulations and adopt the summary but to give further consideration to the three year forecast. Financial Management Sub Committee formed of Cllrs Hammond, Washtell, Buckle and RFO.

General Risk Assessment to be prepared including the EBF.

Notice of Audit to be displayed 30th May – 12th June and accounts available for Inspection from 13th June to 8th July – Audit date 15th July 2011

Request to pay Guides monies for maintenance of bus shelters £200. Agreed.

Request from Victorian Weekend Committee for donation towards the toilets for the event. This was agreed.

31. CLERK'S REPORT:

Photographer to up date photos of Cllrs for Web Page

Declaration of Interest Forms, Code of Conduct and Certificate of Compliance - clarification

MVDC - Local Development Framework - Empowering Local Communities – no response

The Queen Elizabeth 11 Fields Challenge – for consideration at July meeting.

FULLERS - Village of Year Application form passed to Chairman for action
Do we need to be thinking about Queens Diamond Jubilee – Agenda item for July
Dorking Rural Highways Meeting 20th July at Leigh
SCC Local Committee 8th June – new contractors May Gurney to be present
Local Parishes Meeting 10th November at Headley

Items to be tabled

P D W Lighting
Surrey Clubs for Young People

32. PARISH PLAN AND EMERGENCY PLAN:

Names of parishioners interested in being involved in the Plan have been passed to the Chairman for action. It was felt that a Plan should be in place soon in view of the Olympics next year etc.

33. COMMUNITY ISSUES:

Litter pickers to be purchased at a cost of £67 for 10. Clerk to collect. Cllr Richards to liaise with North Downs School regarding the proposed litter pick by the school children. Village weekend – Parish Council agreed to contribute towards the toilets for this event at a cost of approximately £350.

34. YOUTH COUNCIL FOR BROCKHAM:

It was reported that the Youth Cafe was proving very popular in the Village Hall on a Wednesday evening. Further monies had been received from Gatwick Airport Community Trust £750 and a further £500 from the High Sheriff of Surrey. The recent visit of the mobile skate park, situated in North Downs School, had been well attended and enjoyed by a wide range of children. District Councillor Paul Potter had visited the venue and was impressed with the equipment, the behaviour and enthusiasm of the children

35. RECREATIONAL FACILITIES TO INCLUDE THE EBF:

Cllr Millward sent a report to the meeting. He had been in touch with Mr Ford, contractor, regarding impending works and also placed notices at the site warning that works should commence the week beginning 6th June. 2011. Cllr Millward also in touch with the Friends of the EBF to arrange a meeting and clarification on their accounts. Inspection Report on equipment obtained by MVDC passed to Cllr Millward for the appropriate action.

36. BROCKHAM WEBSITE:

Clerk had received compliments from other Parish Councils as far afield as Suffolk on the content and presentation of the site. Remarks to be passed to the Web team.

37. PLANNING MATTERS:

There were no objections to the undermentioned applications:

MO/2011/0486/PLAH	Surrey House, The Green	Summer House in rear garden
MO/2011/0552/CAT	Dukes Head Public House	Tree Surgery
MO/2011/0553/TFC	9 Brew House Road	Tree Surgery
MO/2011/0619/PLAH	62 Middle Street	Conservatories
MO.2011/0561/PLAH	40 Hillside Gardens	Single storey rear extension
MO/2011/0612/PLAH	24 Hillside Gardens	replacement flat roofs with pitched roofs and internal alterations
MO/2011/0631/PLAH	111 Middle Street	single storey side/rear exts

DECISIONS:

MO/2011/0207/PLAH	Whyteways 15 Middle Street	2 bay carriage store & alterations to drive	APPROVED
MO/2011/0342/PLAH	4 Jubilee Terrace	single storey rear ext	APPROVED
MO/2011/0374/LBC	2 Way House Wheelers Lane	replacement windows to rear	APPROVED
MO/2011/0243/PLAH	7 Middle Green	convert loft space and single storey rear ext	APPROVED
MO/2011/0382/PLAH	3 Jubilee Terrace	single storey rear ext	APPROVED
MO/2011/0405/PLAH	3 Brew House Road	single storey side ext	APPROVED
MO/2011/0422/PLAH	10 Old School Lane	single storey annexe following demolition of garage	REFUSED

38. HIGHWAYS AND GENERAL PURPOSES:

Cllr Budd obtaining estimate for work on Borough Bridge and the Village Pump.

Cllr Hammond reported that SCC had made an inspection of the Bridge.

MVDC meeting with Paul Stacey regarding work to reinstate the Green – Action Cllr Hammond.

Requested hatching at junction with Wheelers Lane/Middle Street – SCC no 83114764.

Clerk to report numerous pot holes in Nutwood Avenue at junction with Kiln Lane.

Clerk to report the condition of the Clappers in Old School Lane and the fact the street light is not working at the junction with the Old Coach Road.

Issues at Dodds Park – Police taking action over the parking matter and awaiting tree surgeons report on the condition of the tree.

Strood Green to Brockham Park - issue regarding the footpath sign. Chairman to contact Clerk to Betchworth Parish Council.

Village Pond – Parish Council to take over the responsibility of the pond as the Village Society is no longer in existence. Cllr Hammond to contact Mr Simon Elson with a view to his Society carrying out the necessary works on the pond in the Autumn.

39. ALLOTMENTS:

Collection of rents continuing for both sites. Repairs to access gate at Wheelers Lane allotments - Cllr Homewood to make enquiries with MVDC regarding possible handyman.

Clarification of trees at Wheelers Lane site carried out by Cllr Homewood and Clerk.

Issues at Wheelers Lane Allotment – Part 2

40. REPORTS OF MEETINGS:

MVDC – Clerks meeting with Chief Executive and Officers. Communications and the MVDC Call Centre were the main issues with Clerks being given a tour of the Centre.

Parish Forum in Leigh on 2nd June – main concern was the impact the Olympics 2012 will have on the surrounding villages and the lack of information available at present. MVDC to try and organise a series drop-in centres with an up date on traffic management etc.

Also all villages were experiencing problems relating to the volume of cyclists on the local roads.

SCC/MVDC Local Committee 8th June at Pippbrook – New contractors May Gurney to be present.

Dorking Rural Highways Meeting 20th July in Leigh at 10.00 am.

MVDC – Shaping the Community 15th June at Dorking Halls – re Localism and discussion on moving forward with preparation of the Mole Valley LDF and Land Allocation Development Plan Document DPD. Cllr Hammond to attend.

41. ANY OTHER URGENT BUSINESS:

Concern was expressed as to the lack of information regarding the possible closure of Kiln Lane in August 2011 due to works being carried out by Franks Contractors relating to the extraction of minerals from the Common Field. This would disrupt all services ie bus and restrict access to Betchworth Post Office. Cllr Hammond to contact Clerk to Betchworth Parish Council. SCC need to give at least 5 weeks notice of any intended road closure.

PART 2

Problems at Wheelers Lane Allotments continue regarding fumes and additional annoyance to allotment holders. Police and MVDC to be informed.

SURREY POLICE REPORT

P c Dom Loraine reported on two crimes – 1 arson offence and 1 dog dangerously out of control.

Issues raised – Parking problems at Tanners Hill and Allotments.

Cllr Budd was thanked for the refreshments.

Meeting closed at 9.55 pm

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