

BROCKHAM PARISH COUNCIL

Minutes of the General Meeting of Brockham Parish Council held on Monday 5th December 2016, in the Pavilion Middle Street, Brockham at 7.30 pm.

PRESENT: Cllrs Hammond, Homewood, Washtell, Budd, Hamilton, and District/Parish Councillor Muggeridge
Representative from BERT
Representative from Brockham Village Hall Club
5 Parishioners

143. APOLOGIES: Apologies were received from District Cllr P Potter, Cllrs Millward and Songhurst.

144. MINUTES:
Minutes of the Meeting held on the 7th November 2016 were approved and signed as a true record.

145. DECLARATIONS OF INTEREST
There were no Declarations of Interest in relation of planning applications.

146. PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:
Cllr Hammond agreed to submit the December report to the Parish News.

147. COMMUNITY POLICE REPORT:
Surrey Police supplied crime figures for the village for November. There was a total of 17 reported crimes during November including 5 Police Admin Matters, 3 Road Related Offences, and various minor incidents. Cllr Hammond confirmed that the police would be in the village on Wednesday 7th December dealing with speeding, parking associated issues. Inspector Hamlin confirmed he will be attending the January meeting (3rd January) to address any issues concerning the village and also explain certain policing issues. Chairman thanked the Police for attending the Annual Remembrance Day Parade.

148. MATTERS ARISING:
BERT – it was reported that documentation relating to registering BERT as a charity was now with the Charity Commission for approval. The Parish Council will then pass all financial matters to the appointed Trustees. Mr Budd reported on the recent delivery of additional protective clothing which had been distributed to members. The question of protective gloves – guidance to be sought from MVDC. It was reported that the recently dumped tyres that appeared in the village were tidied up by BERT and MVDC informed regarding their collection. Mr Budd said that BERT would undertake a clearance of ditches on the **8th January 2017**.
Tynedale Road questionnaire - Cllrs Homewood and Millward delivered the questionnaire regarding traffic issues and the island at Strood Green. Cllr Homewood reported he had received 72 responses of which a half to three-quarters confirmed no action was required. There was support to reduce the size of the island outside the Shop and provide marked parking bays at the Shop with dropped kerbs to assist wheelchair users. Also to reinstate a one-way system Around the central Island. Cllr Homewood to circulate and provide a report for the January meeting.

149. CHAIRMAN'S REPORT:

Cllr Hammond in touch with SCC regarding bollards on the verge opposite the Church in Wheelers Lane – Clerk to obtain quote for the work.

Cllr Hammond to finalise Standing Orders.

Cllr Hammond reminded the meeting about Carol Singing at Christmas Corner on the 24th December. 7.00 – 8.00 at the corner of Brockham Lane with Kiln Lane. The Poland Trust make a donation to the various organisations that are represented.

A request had been received for replacement posts in The Smithers – Circle Housing to be contacted.

150. BROCKHAM VILLAGE HALL:

Mr Paul Mcquire attended and gave a report. He said that it was a fairly new Committee and they were addressing the issues relating to the Village Hall and Brockham Club and seeking advice from Surrey Community Action to get matters regulated for the Charity Commission.

It was reported that the kitchen area was under review. SCC Grant Application form to be completed by the Village Hall Committee as they are required to supply certain information before the Parish Council can apply for the grant from SCC. (Under Members Allocation).

151. FINANCIAL REPORT:

Current Acc	6209.73
Deposit Acc	11,756.31
Reserve Acc Web	2,339.70
War Memorial Acc	1,125.11
BERT Acc	5,367.01
EBF Acc	285.40
Youth Council	14,981.35

Cheques:

1970	Petty Cash	£40.00
1971	Recreation Committee	50.00
1973	Mr C Long EBF and Village Maintenance	450.00
1974	Mr C Long Big Field Ditch (shared with Big Field)	2,175.00
1975	Mr C Long Village Maintenance	495.00
1976	Mrs C Plumb Clerk's Salary	725.00
1977	H M Revenue and Customs	97.00
1978	Petty Cash re Bonuses Christmas	50.00

BERT

Receipt	Donation	10.00
Cheque	Mr R Thomas Protective Clothing for BERT	765.99

Youth Council

Cheque	Hedleys	Re: Skatepark <u>OUTSTANDING</u>	£432.00
		(Mar – Sept) agreed payment	

Authorisation Form for December signed by Chairman

Chris Long's estimate for 2017 re Big Field and village maintenance accepted.

Registration – confirmation of Declaration to Pensions Regulator – Declaration of Compliance regarding Parish Clerk submitted. No further action required. No pension required due to the Clerk's status.

Notice from Recreation Ground rent increasing to £30 from January 2017

Grants policy at Budget meeting – Cllr Washtell to provide final proof at January meeting.

Grant for £1,000 from SCC towards Village Hall Roof - Clerk awaiting information from Brockham Village Hall Club before submitting form.

Christmas donations agreed.

Council Tax referendum principles - Suggestion that if precept increased Parish needs to go to the Community – under review with SSALC and NALC. Audit firms announced for 2017. Cllrs informed.

152. CLERK'S REPORT:

Cllrs thanked the Chairman and his wife for a most enjoyable evening.

Clerk to advertise a Casual Vacancy and inform MVDC of Cllr Budd's resignation.

Planning Meeting 9th November SALC – Dorking Halls at 6.30 pm £55 per delegate Cllr

Homewood attended. Cllr Homewood to provide report for January meeting.

SALC- half-day conference re End of Year Finance 23rd February – Clerk to attend.

Surrey Tree Warden Network - Parish Tree Warden - Cllr Washtell to review the situation.

CPRE newsletter passed to Cllr Budd.

English Rural Housing Association - Annual Report circulated

SCC – National Highways and Transport Public Representative Survey 2016 – Cllrs to respond by 16th December.

3SC Counties National Devolution Newsletter – circulated to Cllrs.

153. PARISH PLAN AND EMERGENCY PLAN (SCC)

Flood Forum meeting 9th December in the Pavilion at 10.00am Issue of the condition of ditch adjacent to BW 52 and Brockham Court Farm to be brought to the Forum's attention for action.

154. COMMUNITY ISSUES:

Clerk in contact with MVDC with a view to organising another HEARTSTART Course.

155. YOUTH COUNCIL FOR BROCKHAM:

Skatepark – response received from Betchworth Estate's Solicitors saying "they had been advised by their client that funding was no longer available and that the matter was no longer proceeding. It was not an easy matter to establish ownership that will be recognised by the Land Registry, and can then be used to grant a Lease. Estate's Manager copied the email and wait further instructions". London Marathon Trust and SCC to be informed of the latest situation. It was reported that the Youth Café takes place every Wednesday through term time and half-term holidays. Since September there is an average of 20-25 youngsters attending every week. Cllr Budd said she would agree to serve on a sub-committee for the Youth Council/Skatepark. The Youth Café would welcome volunteers to help out on a Wednesday. Please contact Clerk for further information. Parish Council agreed funding for the Youth Café for 2017 at £300.

156. RECREATIONAL FACILITIES INCLUDING THE EBF:

Cllr Millward sent the following report. Mr Long had carried out a tidy-up of the Field and the weed killing on the footpath will take place next year. A check of the equipment was carried out and the two main swing seats may need replacement in the New Year. The goal posts may also need replacement in the near future - a matter for the Friends of the EBF to consider. The drainage of the field seems to be under control with the field not appearing waterlogged anywhere.

157. BROCKHAM WEBSITE:

Website prepared to support a local cause in the village – suggestion to upgrade the computer facilities at the Strood Green Community Shop was adopted. Cllr Washtell looking into the best package available. Report at January meeting.

158. PLANNING MATTERS:

There were no objections in respect of these planning applications

MO/2016/1718/CAT	Brooklands, Old School Lane	Tree Surgery
MO/2016/1732/PLAH	12 Kiln Lane	Erection of 1 st floor front extension
MO/2016/1762/PLAH	Rivermead, Old Kiln Lane	Extension to existing garage to the front & side
MO/2016/1593/CAT	2 Middle Street	Tree Surgery

Cllr Homewood to make enquiries with MVDC regarding the status of the front boundary wall. Matter for the Conservation Officer.

MO/2016/1574/PLAH Manor Chase, Kiln Lane Raise ridge height and add dormer windows on front and rear to increase 1st floor accommodation. Erection single storey rear extension. Demolish integral garage and erect detached garage.

Letter of Objection to be sent to MVDC raising concerns over access along BW52 and the suitability of the townhouses on the site – ridge height on dwellings. Also issues with flooding in garden of Velgrad and tree felling.

MO/2016/1691/PLA Velgrad, Mill Hill Lane Erection of 6 dwellings following demolition of existing buildings

Moores Storage Yard – it was reported that the conditions are still being breached. MVDC to be informed. The lighting issues at the Rugby Club was felt to have improved and no further action to be taken.

Cllr Homewood to make further observations and site visit to

MO/2016/1357/ADV The Arkle Manor Advertising consent for 2 fascia signs, an illuminated free standing post sign, car park entrance sign and various other signs around the site.

Removal of Public Telephone at Nutwood Close – no objections or comments made to MVDC
MVDC – CIL (Community Infrastructure Levy) to be implemented on the 1st January

DECISIONS:

MO/2016/1540/PLAH	31 Tweed Lane	Erection of single storey side ext	
	repositioning of porch and alterations, additions to fenestration		APPROVED
MO/2016/1463/PLAH	Brooklands Cottage Old School Lane	Erection of single storey front and rear ext, insertion of additional rooflight and associated landscaping	
			APPROVED
MO/2016/1718/CAT	Brooklands, Old School Lane	Tree Surgery	NO OBJECTION
MO/2016/1468/CC	25 Tweed Lane	Variation of Condition 3 for loft conversion with front dormer windows.	
			APPROVED
MO/2016/1512/CAT	Riverdale House. Coach Road	Tree Surgery	NO OBJECTION
MO/2016/1535/PLA	Lawnswood Kiln Lane	Erection of Two sheds	APPROVED
MO/2016/1593/CAT	2 Middle Street	Tree Surgery	NO OBJECTION
MO/2016/1161/PLAH	9 Kiln Lane	Erection of single storey front ext	REFUSED

159. HIGHWAYS AND GENERAL PURPOSES:

MVDC – agreed repairs to the railings around the Village Pump. Bonfire Committee confirm that are prepared to make a donation towards the repairs and are in contact with MVDC and Conservation Officer.

It was reported that the Oak Tree adjacent to Long Cottage, Brockham Green needs pruning and also another tree between the Pubs. Clerk to discuss the matter with MVDC.

SCC requires clarification of where the VMS (Variable Message System) signs supplied by Coast 2 Capital Local Enterprise Partnership should be located. The signs are to assist Leatherhead National Management Information Centre to better manage congestion across East Surrey. Its advisory/advance or immediate notices – maintenance of the scheme still to be sorted out. It was discussed and agreed the most suitable location would be at the junction of Old

Reigate Road with A 25 travelling East and Cllrs were supportive of the positioning of the West bound sign with Buckland Parish Council.

160. ALLOTMENTS:

There are plots available on both sites. It was agreed to review the Rules before the next Allotment Meeting in April 2017.

North Downs School (Brockham) have met with Clerk and agreed on an allotment plot as part of an educational environmental programme. North Downs School has its own insurance and risk assessment.

Whealers Lane site – quote received for cutting of the hedge on the footpath boundary – Coppice Hazel to 2 mtrs on boundary and Public Footpath £300 –from stile to end of allotment Hedge (top and sides of smaller hedge £150. Lift lower branches on allotment side £150 plus VAT. Cllr Homewood to meet with contractor to discuss the work.

161. REPORTS OF MEETINGS:

Gatwick Airport Tour – Cllr Homewood to report at January meeting.
GACC – AGM – Copthorne Hotel – Cllr Hammond attended.

162. ANY OTHER URGENT BUSINESS:

Everyone was reminded of Christmas Corner 24th December at 7.00 pm corner of Kiln Lane with Brockham Lane.

Mr Abbott volunteered to serve on the GP Patient Participation Group.

PART 2

The matter of upgrading and maintenance work at the Brockham Oil site was raised. No action required. The situation to be monitored. Council in contact with Angus Energy.

PUBLIC TIME:

Carols on the Green – request made to hold Carol Singing on the Green 22nd December. 5.00 – 6.30. No objections from Parish Council. Suggested the organisers contact MVDC. Mr Budd also gave organisers some useful information.

Issues relating to the Tynedale Road Survey discussed and a report to be available at January Meeting.

Cllr Budd was again thanked for her contribution as a Councillor, for over 10 years, and will be sadly missed.

Meeting closed at 10.15pm

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