

**BROCKHAM PARISH COUNCIL**

**Minutes of the General Meeting of Brockham Parish Council held on Monday 6<sup>th</sup> March 2017, in the Pavilion Middle Street, Brockham at 7.30 pm.**

The Chairman welcomed Mrs Gill Venables to the meeting as the newly Co-opted Parish Councillor. The requisite declaration forms and Members Interest Forms were signed.

**PRESENT:** Cllrs Hammond, Homewood, Washtell, Millward, Hamilton, Songhurst,  
and Venables  
Representative from BERT  
3 Parishioners

**205. APOLOGIES:** Apologies were received from County Councillor Helyn Clack, District/Parish Councillor Paul Potter and Cllrs Buckle and Hamilton.

**206. MINUTES:**  
Minutes of the Meeting held on the 6<sup>th</sup> February 2017 were approved and signed as a true record.

**207. DECLARATIONS OF INTEREST**  
Cllr Venables declared a non-pecuniary interest in relation to the planning application MO/2017/0215/PLAH Haverigg, Brockham Green.

**208. PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**  
Cllr Hammond agreed to submit the March report to the Parish News.

**209. COMMUNITY POLICE REPORT:**  
Surrey Police submitted a monthly breakdown of the reported crimes and incidents. There were three criminal damage and nine recorded incidents of which three were described as suspicious circumstances.  
Cllr Songhurst reported that there was an improvement regarding the parking of vehicles obstructing the pavement in Brockham Lane.

**PUBLIC TIME**

An update on the matter of street lights being switched off was raised – SCC had been notified of the areas of concern and the Clerk to contact them again regarding the dangers relating to Old School Lane requesting its exemption.

A parishioner raised concern that Surrey Wildlife Trust were making their rangers redundant and reducing the number in a reorganisation of the Countryside Management Department due the County Council cutting their funding. There is a real concern over security issues on the currently protected sites eg Old Lime Works. A petition has been organised and the issue is to be considered at a meeting on the 23<sup>rd</sup> March at SCC, County Hall, Kingston.

A parishioner informed the meeting that Celia and James Fortune had left a sum of money to purchase spring bulbs for planting around the village and requested ideas for appropriate places. Old Coach Road – it was reported that the gate was being left open along the route which was a concern regarding vehicle traffic. MVDC to be informed.

The meeting was informed that Angus Energy had made a statement regarding production at the site and it was reported they were carrying out further drilling contrary to the original permission grant by SCC. Still awaiting a legal statement from their lawyers confirming that

they would not frack or acidize and this should be included in the production license which has already been issued. It appears therefore, they are in breach of the original planning permission.

**210. MATTERS ARISING:**

**BERT** – it was reported that documentation relating to registering BERT as a charity with the Charity Commission had been approved. It now has Charity status namely ‘Community Support in the Countryside’ The Parish Council passing all financial matters to the appointed Trustees at the end of the financial year. BERT will inspect the drain on the Green for a possible blockage and also the ditch in the Pavilion car park.

**Tynedale Road questionnaire** - Cllr Homewood delivered his findings following the questionnaire. Report to be attached to the Minutes. There was a strong feeling for the return of a one-way system for the Island although road works are very expensive. Site meeting to be arranged with CC Helyn Clack and SCC Highways Dept. In the short term properly marked end-on parking bays in front of the green area outside the Shop, with dropped kerbs on the pathway across it for ease of access. Details to be circulated.

A request for some trees to be planted on the Island had been made as the Woodland Trust were offering trees ‘free of charge’. It was agreed to look into the appropriate trees and where they should be planted, with care not to cause damage to underground pipes etc. Residents views to be sought and more consultation undertaken.

Wheeler Lane verge at junction with Middle Street. Cllrs Hammond and Songhurst to inspect the site regarding positioning of the posts to protect the verge then liaise with MVDC.

**211. CHAIRMAN’S REPORT:**

Cllr Hammond to finalise Standing Orders.

**212. BROCKHAM VILLAGE HALL:**

The Chairman of the Brockham Village Hall Club informed the meeting of the Extra-ordinary meeting to be held on 7<sup>th</sup> March to appoint Trustees to comply with the Charity Commissions Regulations. Surrey Community Action to chair the meeting. He also said the Club would be interested in reviving a tug of war contest. Plans are being discussed.

**213. FINANCIAL REPORT:**

Current Acc	2,191.55	
Deposit Acc	9,757.79	transferred £2,000
Reserve Acc Web	1,658.75	
War Memorial Acc	1,125.26	
BERT Acc	4,621.02	
EBF Acc	285.40	
Youth Council	14,549.35	

**Cheques:**

1986	Dorking Business Centre	£71.83
1987	Mrs C M Plumb	725.00
1988	H M Revenue and Customs	97.00
1989	Mrs C M Plumb expenses	157.50
1990	SSALC End of Year Seminar	48.00
1991	SSALC Allotments Seminar	48.00
1992	Recreation Committee	60.00
1993	Dorking Business Centre	34.72
1994	Surrey County Playing Fields Ass	30.00
1995	Mrs C M Plumb	725.00

1996	H M Revenue and Customs	97.00
1997	Brockham Youth Council Re Youth Cafe	300.00
<b><u>WEB TEAM</u></b>	Denzil for computer for Community Shop at Strood Green	£680.95
<b><u>BERT</u></b>	<b>No transactions</b>	

**Youth Council Insurance for Youth Council £133.40**

Claimed VAT for 2016/17

Authorisation Form for March 2017 attached.

Clerk to ask Braidwood Wheeler and Co if they would continue to be the Parish Council's Internal Auditor.

Clerk reported that it is an audit requirement for all counterfoils to be signed by the signatories. It was agreed to appoint a Payroll Administrator for the Clerk's salary at an agreed cost of £180 per annum.

It was agreed when the precept was agreed the Parish Council could publicise the Grants Policy. Requests received from St Catherine's Hospice and Surrey Air Ambulance for a donation.

Agreed to liaise with the Web Team and if they approve a match funding contribution of £100 each to St Catherine's Hospice and £50 each to Surrey Air Ambulance.

**214. CLERK'S REPORT:**

Newly Co-Opted Parish Councillor - Mrs G Venables – welcomed to the meeting. Noted the next Parish Council Elections are in 2019

Correspondence received from Historic England who are making enquiries regarding the War Memorial's history with a view to it being listed. Mr Seeley 02079733117. Await further news.

Clerk attended SALC- half-day conference re End of Year Finance 23<sup>rd</sup> February

Clerk to attend SALC – half day training re Allotments 28<sup>th</sup> March

Council need to up date policy documents.

Request for a Bus Shelter in Middle Street – Clerk to contact MVDC

Bus Route 465 – SCC/Transport for London funding the route have now put the tender up for renewal. Concern that the service/route from Leatherhead to Dorking will be withdrawn leaving Mickleham without any bus service.

MVDC – working on the Local Plan a vision for the next 20 years. Public Consultation expected Spring/Summer

Prudential Ride London takes place this year on 30<sup>th</sup> July. More news when the actual route is confirmed.

Wicksteed Catalogue passed to Cllr Millward.

**215. PARISH PLAN AND EMERGENCY PLAN (SCC)**

Await date for the next Flood Forum meeting. SCC Rights of Way Officer inspecting BW 52 regarding the reported leaking pipe and to consider the possibility of some minor improvements to this much used Bridleway.

**216. COMMUNITY ISSUES:**

HEARTSTART Course confirmed 23<sup>rd</sup> March at 7.00 in the Pavilion. £1 per person Names to the Clerk.

Great British Spring Clean 3<sup>rd</sup> – 5<sup>th</sup> March it was agreed to carry out a litter pick but after Easter. MVDC to be informed.

**217. YOUTH COUNCIL FOR BROCKHAM:**

It was agreed to co-ordinate a meeting with all interested parties. CC Helyn Clack to advise dates and suggested venue. Await news. Mrs Budd agreed to serve on a sub-committee for the Youth Council/Skatepark.

Clerk to transfer the agreed £300 contribution from the Parish Council to the Youth Café.

**218. RECREATIONAL FACILITIES INCLUDING THE EBF:**

Cllr Millward reported he had carried out an inspection of the field subsequent to MVDC's report. Cllr Millward reported that the swing seats will need to be replaced shortly. He had completed the Elizabeth Bailey Field Annual Return. Mr Long carried out clearance work on the EBF and we now await news regarding seeding the area in front of the goal posts and the spraying of the footpath. No news from the Friends of the Elizabeth Bailey Field.

**219. BROCKHAM WEBSITE:**

Donations to St Catherine's Hospice and Surrey Air Ambulance – see Financial Report

**220. PLANNING MATTERS:**

There were no objections in respect of these planning applications

MO/2017/0053/PLAH	98 Middle Street	Erection of single storey rear extension
MO/2017/0215/PLAH	Haverigg Brockham Green	Conversion of garage to habitable accommodation with alterations to roof and fenestration
MO/2017/0218/PLAH	Victorian Cottage, The Green	Erect 1 <sup>st</sup> floor rear extension and side porch ext Replace garage with new garage and summer house

**MO/2016/1691/PLA** Velgrad, Mill Hill Lane Erection of 6 dwellings following demolition of existing buildings - Application referred to the April - Development Control Committee MVDC Cllr Homewood to represent the Parish Council. Moores Storage Yard – it was reported that the conditions are still being breached. MVDC awaiting a planning application from the applicant.

**221. HIGHWAYS AND GENERAL PURPOSES:**

It was reported that the Oak Tree adjacent to Long Cottage, Brockham Green needs pruning and also another tree between the Pubs. MVDC confirm that they will not be undertaking tree surgery as the trees are not a risk. MVDC confirm that work can commence on the repairs to the Village Pump.

SCC - VMS (Variable Message System) await up dated plans.

Land in Wheelers Lane adjacent to Star Building premises – the exposed roots will be covered and the area grass seeded in the Spring.

It was confirmed that the Grit spreader, supplied by SCC is stored at the School. The Doctors surgery have a grit bin and the Parish Council have asked whether we could share the bin in return for filling it with salt. Await news.

A request to the residents who park on Tanners Hill – please park as close to the kerb as possible due to farm traffic having difficulty in passing and having to drive on the Green causing damage to the kerb stones and grass.

Debris in the River Mole by the Mill Hill Lane footbridge has been reported to the Environment Agency.

**222. ALLOTMENTS:**

There are plots available on both sites. Allotment Meeting 18<sup>th</sup> April 2017 in the Pavilion at 7.00 pm

Wheelers 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. Received a request for the boundary hedge at Wheelers Lane Allotments to be cut - adjacent to houses in Oakdene/Wheelers Lane - then resident has offered to tidy-up the ditch.

**223. REPORTS OF MEETINGS:**

Parish Forum meeting 14<sup>th</sup> March 7.30 in Betchworth – Cllrs Hammond, Homewood and Clerk to attend.

SALC – Allotments Seminar - 28<sup>th</sup> March - Clerk to attend.

**224. ANNUAL PARISH MEETING:**

Date confirmed as 28<sup>th</sup> April at 7.30 pm in the Pavilion, Middle Street.

The Deepdene Trail - Alex Bagnell, MVDC, the project manager for the scheme – will give an illustrated talk – [www.deepdenetrail.co.uk](http://www.deepdenetrail.co.uk) Cllr Millward and Mr Budd agreed to serve coffee. Organisations invited are BERT, Village Weekend, Betchworth United Charities, North Downs School, Wheels 4 You, Brockham Village Hall Club and Surrey Police.

**225. ANY OTHER URGENT BUSINESS:**

Cllr Songhurst raised a query regarding the post code for Betchworth Castle. Clerk to make enquiries with MVDC.

**PART 2**

No issues raised

Mr Budd was thanked for bringing fan heaters to use in the Pavilion.

Meeting closed at 9.59 pm

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