

## BROCKHAM PARISH COUNCIL

### Minutes of the General Meeting of Brockham Parish Council held on Monday 3<sup>rd</sup> April 2017, in the Pavilion Middle Street, Brockham at 7.30 pm.

**PRESENT:** Cllrs Hammond, Homewood, Washtell, Millward, Hamilton, Songhurst, Buckle, District Councillor/PC Muggeridge and Venables  
County Councillor Helyn Clack  
Representative from BERT  
3 Parishioners

1. **APOLOGIES:** Apologies were received from District Councillor Paul Potter
2. **MINUTES:**  
Minutes of the Meeting held on the 6<sup>th</sup> February 2017 were approved and signed as a true record.
3. **DECLARATIONS OF INTEREST**  
There were no Declarations.
4. **PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**  
Cllr Hammond agreed to submit the April report to the Parish News.
5. **COMMUNITY POLICE REPORT:**  
Surrey Police submitted a monthly breakdown of the reported crimes and incidents. There were 12 recorded incidents during March including a ransomware type fraud.  
Clerk to request Surrey Police to attend our annual Remembrance Day Parade.

#### **PUBLIC TIME**

BERT reported attending to fly-tipping and the removal of a fallen tree along the Coach Road. An update on the matter of street lights being switched off was raised – SCC confirmed the street light in Old School Lane has now been reinstated.

Await an update on Surrey Wildlife Trust's position regarding their management of the countryside.

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. Cllrs to put forward suggestions for areas of planting.

The meeting was informed that following Angus Energy's latest activities the matter was now with SCC's Planning Department, who were seeking Counsel's advice and following a lengthy discussion it was agreed to wait the outcome of SCC findings before making any further statements.

It was reported that Thames Water were working on a pipe under the road adjacent to the Rugby Club but also they had been informed of a broken pipe at the end of Nutwood Avenue.

It was reported the position regarding the closure of local school in Ockley and whether there were any implications that could affect the North Downs School.

The Chairman confirmed that the Annual Parish Meeting would not involve any political reports during this election year.

6. **MATTERS ARISING:**

**BERT** – reported in Public Time

**Tynedale Road questionnaire** - Cllr Homewood in contact with SCC regarding the possibility of marking out parking bays outside the Strood Green Store and also creating disability parking. 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's Lane verge at junction with Middle Street. Cllrs Hammond and Songhurst inspected the site regarding positioning of the posts to protect the verge and now awaiting a quote from the contractor. Neither SCC nor MVDC raise any concerns regarding the matter. RH/BS Clerk to contact SCC following the meeting regarding traffic calming issues.

7. **CHAIRMAN'S REPORT:**

Issues covered under Agenda headings.

8. **BROCKHAM VILLAGE HALL:**

No report from Brockham Village Hall Club following the meeting of the Extra-ordinary meeting held on 7<sup>th</sup> March appointing Trustees in order to comply with the Charity Commissions Regulations. Surrey Community Action chaired the meeting. Now in the hands of the Charity Commission.

9. **FINANCIAL REPORT:**

Current Account	435.83	
Deposit Account	9,758.20	
Reserve Account WEB	1,508.75	
War Memorial Acc	1,125.30	
BERT Acc	5,646.02	including £1000 grant from SCC
EBF Acc	285.40	
Youth Council	14,715.95	

**Cheques**

1998	St Catherine's Hospice	£100.00
1999	Kent, Surrey and Sussex Air Ambulance	£50.00
2000	Mrs S Boyce - re Accounts	£172.00
2001	Recreation Ground Flood Forum/Skatepark	£60.00
2002	Recreation Ground Meeting/Allotments	£60.00
2003	Office Expenses	£30.00

**WEB TEAM**

Donation to Air Ambulance	£100.00
Donation to St Catherine's Hospice	£50.00

**BERT**

Grant of £1000 from SCC	£1,000.00
Donation of £25	£25.00

**YOUTH COUNCIL**

No transactions – await Youth Café invoice from BVHC

Claimed VAT for 2016/17

Authorisation Form for April 2017 attached.

MVDC has confirmed this year's Council Support Grant will be £1092, which when added to our precept request of £23,619 will increase our income to £24,711.

Braidwood Wheeler and Co confirmed 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.

**10. CLERK'S REPORT:**

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

Clerk to attend SALC – half day training re Allotments

Council need to update policy documents.

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

Bus Route 465 – SCC/Transport for London confirm the route has been saved. The service will continue to serve Leatherhead to Mickleham.

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

Dorking Heritage Newsletter passed to Cllr Buckle

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

Flood Forum meeting 10<sup>th</sup> March, discussed the Action Report and Cllr Washtell was to examine the report. Still await sight of Atkins report on the Critical Flood Area and the wider input to development. Noys Yard was raised and the Environment Agency consulted.

**12. COMMUNITY ISSUES:**

HEARTSTART Course 23<sup>rd</sup> March was a success.

Village Pump – Mr Budd explain how when repairing the Village Pump the proposal is to put 'Miniature' Time capsules into the posts. Organisations involved in inserting a time capsule into the base of each post are North Downs School, Scout Group, Guides, Brockham Young Farmers Brockham Green Day Nursery the Baby and Toddler Group, The Sunday School, Brockham Badgers, Brockham Bonfire and the Parish Council. Cllr Venables agreed to organise the Parish Council's contribution. GV

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 informed.

**13. YOUTH COUNCIL FOR BROCKHAM:**

A meeting with all interested parties was held in March. Now await the outcome of the actions. The Parish Council and the Hamilton Estate are liaising with the Solicitors and C C Helyn Clack to confirm SCC's position. Mrs Budd agreed to serve on a sub-committee for the Youth Council/Skatepark.

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

Cllr Millward reported he had carried out an inspection of the field subsequent to MVDC's report. Cllr Millward was investigating the gate closure issue. It was agreed that weedkilling

be undertaken as soon as the weather is right. No news from the Friends of the Elizabeth Bailey Field. Mr Long to re-seed the area adjacent to the goal posts. Suggested we approach Surrey Playing Fields for a grant for any future equipment.

**15. BROCKHAM WEBSITE:**

The Website made donations to St Catherine's Hospice and Surrey Air Ambulance – see Financial Report

**16. PLANNING MATTERS:**

There were no objections in respect of the planning application

MO/2017/0359/CAT Poland House, Kiln Lane Tree Surgery  
Development Control Committee on 5<sup>th</sup> April.

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

Moore's Storage Yard – it was reported that the conditions are still being breached. MVDC awaiting a planning application from the applicant.

**DECISION**

MO/2017/0359/CAT Poland House, Kiln Lane Tree Surgery - No Objection

**17. HIGHWAYS AND GENERAL PURPOSES:**

Brockham Lane – a property has extended its boundary onto the highway. Clerk to contact SCC again – as it reduces the width of the road.

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.

**18. ALLOTMENTS:**

There are plots available on both sites.

Allotment Meeting 18<sup>th</sup> April 2017 in the Pavilion at 7.00 pm. Cllr Buckle agreed to serve coffee. The invoices and Rules have been delivered with a request that the Rules be signed and returned for the parish records.

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. Mr Kendrick – 07730 044744. Cllr Homewood to make contact with the resident.

**19. REPORTS OF MEETINGS:**

Parish Forum meeting 14<sup>th</sup> March 7.30 in Betchworth – Cllrs Hammond, Homewood and Clerk attended. The Police and Crime Commissioner gave a presentation. Issues raised – the lack of identification of continuity in reporting similar crimes to 101 and the suggestion for an APP for victims of crime to send photos to police in order to obtain a faster response. Also the lack of police presence in the area.

SALC – Allotments Seminar - Clerk confirms that our Rules are in line with usual practice.

**20. 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 to speak are BERT, Village Weekend, Betchworth United Charities, Wheels 4 You, Brockham Village Hall Club and Surrey Police. There will be no political reports.

**21. ANY OTHER URGENT BUSINESS:**

Cllr Songhurst confirmed the issue of the post code for Betchworth Castle has now been resolved and it will now be included with the Dorking Garden Centre.

**PART 2**

The situation with Angus Energy was discussed and it was resolved to wait the outcome of SCC planning dispute.

Meeting closed at 10.20 pm

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