

BROCKHAM PARISH COUNCIL

Minutes of the General Meeting of Brockham Parish Council held on Monday 5th June 2017, in the Pavilion Middle Street, Brockham at 7.30 pm.

The meeting observed a minutes silence in remembrance of those affected by the recent events in London and Manchester

PRESENT: Cllrs Hammond, Homewood, Washtell, Millward, Songhurst, Buckle, District/Parish Councillor Muggeridge and Venables
Representatives from BERT, Youth Club and Brockham Village Hall Committee
1 Parishioner

44. **APOLOGIES:** Apologies were received from County Councillor H Clack, District Councillor Potter and Cllr Hamilton
45. **MINUTES:**
Minutes of the Meeting held on the 2nd May 2017 were read approved and signed as a true record.
46. **DECLARATIONS OF INTEREST**
Cllr Hammond declared an interest in in the Agenda item relating to Allotments.
47. **PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**
Cllr Hammond agreed to submit the June report to the Parish News.
48. **COMMUNITY POLICE REPORT:**
Surrey Police sent the crime figures for Brockham for May. There were 7 recorded crimes and 9 recorded incidents. For good crime reduction advice regarding gardens and sheds – <https://www.immobilise.com/articles/garden-and-shed-home-security>.
49. **MATTERS ARISING:**
BERT – reported that BERT had carried out a very successful training day with more dates on the calendar. It was hoped to purchase additional equipment and clothing.
Tynedale Road – await support from the County Councillor regarding the marking of parking bays outside the shop.
Brockham Oil Site – await outcome of SCC’s planning department enquiries before taking any action. Agreed to introducing an item on the Agenda – Brockham Oil Watch – to receive report of activities relating to issues arising.
50. **CHAIRMAN’S REPORT:**
Whealers Lane verge at junction with Middle Street. Cllrs Hammond and Songhurst inspected the site. Quote now received from the contractor - £900 plus VAT. The meeting accepted the figures and agreed to proceed with this installation when the contractor is available
51. **BROCKHAM VILLAGE HALL:**
A newly elected Trustee attended from Brockham Village Hall to report on the meeting of the Extra-ordinary meeting held on 7th March appointing Trustees in order to comply with the Charity Commissions Regulations. The Trustees are reviewing the Constitution of the Club and

also registering the and with the Land Registry. They requested financial support in the sum of £500. After a lengthy discussion it was agreed that the Parish Council could not offer financial assistance. There was insufficient information as to the accounts for the Club/Hall and the item was not budgeted in the current precept. The suggestion had been made that the Youth Café move from the Club into the Hall. This was discussed and it was unanimously agreed that was not appropriate for the Youth Café as there were no facilities in the Hall and members were familiar with the Club. Letter received from the Brockham Hall Club saying that due to a change in the licence, now an Occupancy Licence – young people would not be allowed in the Club ie Youth Café.

The matter was being referred to the Trustees for their opinion. Surrey Community Action to be approached regarding this matter. Our representative for the Youth Café attended the meeting and expressed her concern regarding changing the meeting place – she confirmed her willingness to continue running the Youth Club but there were complications on finding another mutually convenient day. Other minor issues raised in the letter from the Club to be addressed immediately.

52. **FINANCIAL REPORT:**

Current Acc	10,468.44
Deposit Acc	9,759.02
Reserve Acc Web	1,508.75
War Memorial Acc	1,125.39
BERT Acc	0.00
EBF Acc	285.40
Youth Council	14,715.95

Cheques:

2020	Recreation Committee	£30.00
2021	Mr C Long EBF£240 and Village Maintenance £365	£605.00
2022	AON Annual Insurance	£600.27
2023	Dorking Business Supplies Stationary	£97.44
2024	Mrs C M Plumb Clerk's Salary	£788.73
2025	H M Revenue and Customs Tax	£96.40
2026	Mrs C M Plumb Office Expenses	£40.00

WEB TEAM

No transactions

BERT All BERT funds transferred to the Charity - Community Support in the Countryside plus VAT paid

Youth Council need to pay Youth Council refund of VAT £219.

Authorisation Form for June 2017 attached.

AON - renewed of Insurance £600.27

Preparing all accounts etc for internal audit – Governance and Accountability for Smaller Authorities

End of Year Accounts and Annual Return 2016/17 to be submitted to BDO by 12th June

Notice of Electors Rights to be advertised from 12th June.

MVDC have added the Council Support Grant of £1092 to our precept £23,619 = £24,711

Annual Insurance AON - continuing with AON

Grants Policy – form to be submitted to The Strood Green Shop regarding assistance with new awning - Cllr Washtell.

53. CLERK'S REPORT:

MVDC – Future Mole Valley (Local Plan) await consultation dates and presentation at July meeting from Mole Valley District Council
Remind Cllrs of local Surrey Artists Studios Open 3rd – 18 June
Brockham War Memorial – details of listing given by Historic England - passed to Cllrs Hammond, Washtell and Maurice Daley, Christ Church Brockham and Derek Holgate Royal British Legion
MVDC - Telephone Kiosk – in contact with BT Wholesale and Ventures –they have explained they have changed their process of repainting kiosks but that Brockham's Kiosk as it is Grade 11 listed is on their current list for repair/repainting.
CPRE newsletter passed to Cllr Buckle
Good Councillors Guide- Clerk to order 4 copies
Surrey Hills Newsletter - circulated
Councils and Clerks Direct newsletter - filed
Invitation from SES Water to attend a talk on about water issues that matter to our community. Friday 21st July at Reigate Manor Hotel. Cllr TBC.

54. PARISH PLAN AND EMERGENCY PLAN (SCC)

Await confirmation of date for the next Flood Forum meeting. Cllr Hammond to request copy of Atkins report from County Councillor H Clack. Request for flooding issues in the Nutwood Avenue area to be put on the next Flood Forum Agenda. Bert were called out to assist with recent flooding in Nutwood Close. Request Thames Water to attend meeting.

55. COMMUNITY ISSUES:

Village Pump – Mr Budd explain how when repairing the Village Pump the proposal is to put 'Miniature' Time capsules into the posts. 10 organisations have been selected. Cllr Venables organising Parish Council's contribution and Cllrs asked to submit information to her by 23rd June. Post to be installed 2nd July. Time to be confirmed.
Some suggestions for planting the bulbs – Island at Strood Green, adjacent to the Church Wall Wheelers Lane and Brockham Lane. Any feedback from article in Parish Magazine. Agenda item for August meeting.
Balchins Pond – Cllr Hammond to contract Mr Simon Elson regarding a visit and pond clearance later in the year.
Cllr Songhurst raised disappointed regarding issues at the Recycling Depot in Dorking and concern over its future.
Parking issues on the Precision Engineering site on the Reigate Road at Brockham have been reported to the Enforcement/Planning Department at MVDC.

56. YOUTH COUNCIL FOR BROCKHAM:

Await news from Solicitors regarding the Skatepark. Youth Café issues discussed under Brockham Village Hall. Trustees now in control of the running of the Club/Hall. Finally received account for hire of Club for Youth Café which has now been settled at £260.

57. RECREATIONAL FACILITIES INCLUDING THE EBF:

Cllr Millward reported he had carried out the monthly inspection of the field and was still investigating the gate closure issue. MVDC to be contacted for advice and requested photograph of the equipment. Replacement goal nets are needed. Clerk to make enquiries with MVDC regarding topping-up the bark chippings in the play area. Suggestion to approach Surrey Playing Fields Association for a grant. Await further news on the future of the Friends of the Elizabeth Bailey Field.

58. **BROCKHAM WEBSITE:**

Nothing to report

59. **PLANNING MATTERS:**

Cllrs were given a map of the Parish of Brockham for reference in planning issues.

There were no objections in respect of the undermentioned planning applications

MO/2017/0878/CAT	17 Middle Green	Tree Surgery
MO/2017/0709/CAT	17 Middle Green	Additional Tree Surgery

It was established that Moores Storage Yard was in the Parish of Brockham

Letter to be sent to MVDC objecting to this application 2017/0401 as we feel that the site is unsuitable for the purposes for which it is currently being used bearing in mind its proximity to residents and to Green Belt areas.

MO/2017/0401/CCM	Moores Open Storage	Demolition of former Happy Easter Restaurant etc (Betchworth)
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Letter sent to Mole Valley Planning Department objecting to the development of two large dwellings in the Green Belt

MO/2017/0826/PLA	The Steading, Wheelers Lane	Erection of 2 residential dwellings with garaging and associated landscaping following demolition of existing outbuildings
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Letter to Mole Valley expressing concerns as to whether this property is to be converted into two houses.

MO/2017/0688/PLAH	Tanners Mead Coach Road	Erection of part single, part 1 st floor side/rear extension and erection of 2 porches to front
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DECISIONS

MO/2017/0677/CC	Brooklands Brockham Green	Variation of condition 2
MO/2016/0871	for the erection of a single storey rear ext to allow a reduction in the size of the extension in accordance with DRG 2015 20.06A and 07A	APPROVED
MO/2017/0526/PLAH	31 Hillside Gardens	Single storey rear ext APPROVED
MO/2017/0878 and 0709/CAT	17 Middle Green	Tree Surgery NO OBJECTION
MO/2017/0533/PLA	The Haybarn Stoney Croft Farm	Alterations to door and windows on north and south elevations APPROVED

60. **HIGHWAYS AND GENERAL PURPOSES:**

Brockham Lane – following communication with SCC offending hedge has been cut.

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

Land in Wheelers Lane adjacent to Star Building premises – the exposed roots covered and the area grass seeded – contractor will continue to water. Improvement to area and positive feedback received.

Tree Specialist dealing with the replacement Willow Trees for Brockham Lane. RH
Speeding in Middle Street - awaiting for SCC to reinstate the speed limit sign at the top of Brockham Lane before any action can be taken by the police.

Footpath to Chimney Pots and Penny Lane adjacent to Big Field very overgrown. Agreed to ask contractor to carry out a clearance whilst waiting for SCC to carry out their cut. Agreed cost of £120 per footpath. Statement issued by SCC's Countryside Access Team states the Council is facing unprecedented financial challenges and will be reducing this budget further. The reduced budget will effect maintenance work – vegetation clearance – signing – surface repairs – tree safety work (hazardous trees will be made safe where they are the responsibility of the Council) - and general maintenance ie gates/stiles, steps where it is of the greatest public benefit. Enforcement work, dealing with issues such as obstructed paths and public nuisances will continue as normal.

MVDC Grass cutting/highway verge schedule – At present MVDC deliver the Environmental Maintenance Contract on behalf of SCC but due to cut backs MVDC has to decide whether to continue to deliver the service, either at the current level, or a reduced level or return the contract to SCC. The Parish Council could be asked to contribute towards the funding in order to maintain the current level. After a discussion the Council were of the opinion that the contract should be returned to SCC.

Charlwood Parish Council have asked whether Brockham PC would be interested in jointly meeting with an independent consultant to discuss traffic calming. The consultant gave a presentation to the last Local Parishes Forum. The Council agreed to find out the cost of such a study.

Trees on Green – seek advice from MVDC regarding permission and pruning.

MVDC accept responsibility for the damage caused to the tree near to Providence Cottages and will replace it should it die. Review situation in Autumn.

61. ALLOTMENTS:

There are plots available on both sites.

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. Appears work would be best undertaken in the autumn. Cllr Homewood to meet Tree Contractor on site. 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. Await action

MH

62. REPORTS OF MEETINGS:

MVDC Clerks Meeting – items covered under Agenda headings.

63. ANY OTHER URGENT BUSINESS:

None

PART 2

- Councillor’s attendance
- Allotment – Wheelers Lane issue
- Brockham Convenience Stores

Meeting closed at 10.35 pm
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