

BROCKHAM PARISH COUNCIL

Minutes of the General Meeting of Brockham Parish Council held on Tuesday 2nd January 2018, in the Pavilion Middle Street, Brockham at 7.30 pm.

PRESENT: Cllr Roger Hammond – Chairman
Cllrs Homewood, Washtell, Millward, Buckle, Songhurst, Venables, Gargani and Muggeridge - District and Parish Councillor
Simon Budd – BERT and Bonfire
1 Parishioner
Representative/Trustee Village Hall
Representatives from Oil Watch

189. APOLOGIES: Apologies were received from Cllr Paul Potter

190. MINUTES:
Minutes of the Meeting held on the 4th December 2017 were read, approved and signed.

191. DECLARATIONS OF INTEREST
Cllr Buckle Declared an Interest relating to planning application MO/2017/1968 – Overhead line work in the Nutwood Avenue area of Brockham.

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

193. COMMUNITY POLICE REPORT:
Surrey Police reported a total of 14 incidents in Brockham during December with a burglary of a dwelling under investigation, attempted theft of pedal cycles and a Royal Mail letter box stolen from the junction of Mill Hill Lane with Kiln Lane. Police can find no mention of drones in December. Follow-up invitation to the Crime Commissioner to attend a Parish Council meeting. Parking issues outside the Village Store remain an issue.

194. MATTERS ARISING:
Cllrs thanked the Chairman and Mrs Hammond for Chairman's drinks in December.
BERT – Mr Budd reported that BERT had undertaken a flooding issue at Strood Green and an incident in Wheelers Lane. Big Field Ditch flooding caused by rubbish in the ditch adjacent to Brockham Lane which appears to be caused by users of the Big Field – Football/Rugby throwing plastic bottles etc into the ditch.
Brockham Oil Site - Angus Energy – the outcome of SCC legal position with Angus Energy has still to be resolved. Parish Council to send letter to SCC – RH/MH. Due to the complexity of the matter please refer to Brockham Oil Watch who are in regular communication with the Council, For more detailed news go to www.brockhamoilwatch.org
Telephone Kiosk on Green – telephone in working order - now awaiting response from BT regarding the possibility to installing a defibrillator inside kiosk.
SCC Highway issues: report to Highways Steward leaking pipe/drain on The Green and worsening dip in road surface in Brockham Lane.

195. CHAIRMAN'S REPORT:
Carol Singing at Christmas Corner on the 24th December – 6/7 organisations represented. Village Hall kindly provided mulled wine. Village Hall Chairman to convey our thanks.

Data Protection Regulations – the Council need to be compliant by 25th May 2018. MVDC have not yet appointed a Data Protection Officer. SALC Seminar 31st January Bletchingley Golf Club – Cllr needed to attend. Matters raised under Part 2

Whealers Lane – partial collapse of ditch – matter reported to Circle Housing by Trustee of BERT.

Local business enquiring about selling food on The Green. MVDC have been consulted and residents asked for their views.

196. BROCKHAM VILLAGE HALL:

Chairman of the Hall Trustees attended. It was reported that the Public Meeting held on the 5th December was well attended - Cllr Millward represented the Parish Council. Plans are underway to relaunch the Village Hall with two catering companies expressing an interest. Fund raising will commence Spring/Summer. Cllr Gargani was in touch with the Youth Café and we await an invoice. The Youth Café can continue to use the Club for the time being.

197. BROCKHAM OIL WATCH

Item raised under Matters Arising – www.brockhamoilwatch.org

198. FINANCIAL REPORT:

Current Acc	5,022.83	
Deposit Acc	9,761.89	(43p interest)
Reserve Acc Web	1,508.75	
War Memorial Acc	1,125.73	(5p interest)
BERT Acc	0.00	
EBF Acc	286.15	
Youth Council	13,674.95	

2068	McAfee – Mrs C Plumb	VOID	Anti virus
2075	McAfee – Mrs C M Plumb	89.99	Anti virus
2076	Recreation Committee	30.00	
2077	SSALC Ltd Good Cllr Guides	32.40	
2078	Jane Roberts re Payroll	135.00	Re – Clerk’s Salary
2079	Mrs C M Plumb	780.53	

H M Revenue and Customs direct payment from Bank £104.80

Payment received from Bonfire re Village Weekend Loos £350,00

Plus £50 towards tree surgery on Green from resident

MVDC – request for precept 2018/19

Budget meeting - Forecast to 31st March 2018 circulated to Cllrs - Draft Forecast for 2018/19 £28,182 before submitting final precept several items need clarification – expenditure regarding DPR and changes regarding new Clerk’s salary.

The Draft Budget, accompanied by a schedule of explanatory notes and draft assumptions circulated to Cllrs.

It was noted that the Finance team at MVDC had recently:

- (i) advised Council that a proposal to apply a 2% increase to the 2017/18 council tax support scheme payment of £1092,00 is being prepared for consideration by MVDC and agreed it would be reasonable for the purposes of preparing the draft budget to assume the 2018/19 figure will be set at £1114.00 It is noted that this grant is provided to offset what would otherwise be a reduction in precept as a consequence of the localisation of council tax benefits that first took effect on 1st April 2013.

notified a local tax base for Brockham Parish of £1257.00 for 2018/19 compared to £1255.66 for 2017/18.

Council resolved:

- (i) set budgeted expenditure for 2018/19 at £28,020
- (ii) set the precept at a level, given the notified council tax base of £1257.00 to be equivalent to an increase of 25% on the 2017/18 Band D Parish Council tax charge of £18.81 i.e. $1.25 \times £18.81 = £23.51$ at £29,552 to be confirmed at February meeting.

Precept to be finalised at February meeting. MVDC have been advised of the situation.

Cost from SCC for extra verge cut by Bill Kear Day Rate for a Rural flail cut £750 – Day rate for Urban close cut £535. Possible item of expenditure.

SALC Subscription for 2018/19 will be £855.84

Cllrs to consider whether to switch to internet banking for statements? Decision at February meeting. Mandates for Bank Accounts and EBF need to be up dated. – Changes delete HB/DR/AH/IM? EBF Account - DR/IM

List of cheques for Authorisation January

Clerk sent Big Field Committee invoice for maintenance of Big Field Ditch

Notification from HM Revenue and Customs re VAT 126 – up dating – await news

Youth Council

Parish Council paid contribution towards Youth Café of £300

BDO Auditors – Completion of Audit received 30th November – displayed on Notice Boards.

199. CLERK'S REPORT:

Dates for Parish Council meetings: 5th February; 5th March; 3rd April (Tuesday) 17th April (Allotment meeting) 20th April (Annual Meeting – Speaker Mr Ian Currie) 8th May (Tuesday) 4th June; 2nd July; 6th August; 3rd September; 1st October; 5th November and 3rd December.

Good Councillor Guide handed to Cllrs Homewood, Songhurst and Buckle

SALC Data Protection Seminar - 30th January at Bletchingley Golf Club. Volunteer to attend.

Clerks and Councils Direct – www.greenbarnes.co.uk lectern notice boards 01280701093

Cllr Venables to investigate the suitability and costings.

200. PARISH PLAN AND EMERGENCY PLAN (SCC)

Await confirmation of date for the next Flood Forum meeting.

Cllr Hammond requested dates for a SCC Highways Meeting from CC H Clack. Clerk to liaise with CC Clack's PA.

201. COMMUNITY ISSUES:

Betchworth Castle – Mr Higgins reported he will be attending the Castle Gardens residents AGM in February to discuss his plans.

Carols on the Green - 22nd December at 5.30 pm. Cllr Venables and team were thanked for organising a very successful event and raising monies for the Dorking Food Bank.

Balchins Pond – await news on notice board and need information regarding the pond life.

Trees around Green – pruning undertaken now await invoice from contractor RH

Balchins Pond - Cllr Venables reported that the removal of invasive and non-indigenous plant covering most of the surface of the pond is schedule for the autumn of 2018 (16th September 2018). The Parish Council is in contact with MVDC with regard to funding for the purchase of an information lectern.

Weather Station – discussion took place regarding possibility of installing weather station at North Downs School. Clerk trying to contact Mr Ian Currie, the weatherman, to seek his advice and also invite him to our Annual Parish Meeting next April. Cllr Venables contacted North Downs School who are very supportive of the idea.

181. YOUTH COUNCIL FOR BROCKHAM:

Cllr Gargani in communication with the Youth Café regarding their position when Brockham Village Club closes.

182. RECREATIONAL FACILITIES INCLUDING THE EBF:

Cllr Millward carried out his monthly inspection and also did some minor maintenance work. Drainage is alright. Request for grant from Surrey Playing Fields has been submitted for replacement goal posts and nets which will be needed next year. Agreed to order heavy duty bark chippings early March. Clerk to obtain a quote from AHS for hardwood chippings. Require approximately 120 – 80ltr bags. Mr Long checking the perimeter hedges.

183. BROCKHAM WEBSITE:

Cllr Gargani liaising with the team. Suggestions for a New Residents page and also the Parish News on line are being considered. The Web Team would welcome help – please contact Cllr Gargani.

184. PLANNING MATTERS:

There were no objections to the undermentioned:

MO/2017/1528/PLAH	33 Oakdene Road	Erection of single storey rear extension following demolition of existing
MO/2017/1948/PLAH	55/56 Old School Lane	Erection of single storey rear extension following removal of existing rear addition flat roof over 1st floor bathroom, alterations to rear roof and reinstalments of period windows to front elevation
MO/2017/1949/LBC	55/56 Old School Lane	“ “
MO/2017/1912/PLAH	4 Glenfield Road	A hip to gable roof alteration to facilitate loft conversion with creation of a rear second storey 1 rooflight to front roof elevation, add window to rear/side elevation and rear Juliette balcony
MO/2017/1937/CAT	8 The Borough	Tree surgery
MO/2017/1962/PLAH	32 Brockham Lane	Erection of single storey rear extension following demolition of existing conservatory, single storey side ext, hip to gable loft ext 2 dormer windows and conversion of garage to habitable accommodation.
MO/2017/1991/CAT	Churchside, 4 Wheelers Lane	Tree Surgery
MO/2017/2035/TFC	15 Middle Green	Tree Surgery
MO/2017/2055/CAT	Pound Cottage, Brockham Green	Tree Surgery

Cllr Homewood and Songhurst to undertake a site meeting regarding the undermentioned applications and refer to MVDC if appropriate.

MO/2017/1950/PLAH	90 Middle Street	Erection of single storey front side and rear extension
MO/2017/1986/PLAH	109 Middle Street	Two storey wrap around extension

DECISIONS:

MO/2017/1691/PLAH	40 Nutwood Avenue	Demolition of existing conservatory and erection of single storey rear ext APPROVED
MO/2017/1991/CAT	Churchside, Wheelers Lane	Tree Surgery NO OBJECTION
MO/2017/2055/CAT	Pound Cottage The Green	Tree Surgery NO OBJECTION
MO/2017/1649/PLAH	9 Kiln Lane	Erection of single storey front, side and rear ext APPROVED
MO/2016/2026/OUTMAJ	Former Sewage Works	4 houses with access from Hillside Close and 1 house with access from The Borough following removal of existing structures, large concrete filter beds and contaminated material associated with sewage farm. REFUSED
MO/2017/1937/CAT	8 The Borough	Tree Surgery NO OBJECTION
Appeal Decision – MO/2016/1691	Velgrad, Mill Hill Lane	6 dwellings following demolition of existing buildings ALLOWED

Letter received from Mr and Mrs Pollard who donated a piece of land to Anthony West House and in conjunction with the Poland Trust enabled two further homes to have been added to the units. They express their appreciation to all those connected with the project and are delighted these new homes are now completed and ready to be occupied. A real community project.

185. HIGHWAYS AND GENERAL PURPOSES:

Still awaiting news about joint parish council traffic calming and possible speed watch if there is enough interest to revive the scheme.

Brockham Lane – dip in road – again reported to SCC who are going to refer the matter back to the contractor who carried out the resurfacing of Brockham Lane.

Condition of the hedge adjacent to Kiln Lane – matter in dispute with landowner and SCC await news.

Helen Currie, SCC will attend Clerks Meeting in December and inform Parishes of the costings of them undertaking an additional cut once SCC revert back to just two verge cuts a year.

Lining at the corner of Brockham Lane/Avenue – Cllr Songhurst monitoring the matter.

Replacement water mains in Hillside Gardens – Cllr Songhurst monitoring the work.

186. ALLOTMENTS:

There are plots available on both sites.

Wheelers Lane site – report of several plots having suffered vandalism. Monitoring position.

Middle Street site – Mr Cannon undertaken massive clearance at site. Letter to be sent to Allotment holder regarding the condition of his plots. Suggestion for CCTV at sites.

187. REPORTS OF MEETINGS:

None

188. ANY OTHER URGENT BUSINESS:

Speaker for the Annual Parish Meeting in April. Clerk trying to contact, the weatherman, Mr Currie.

PUBLIC TIME

Issues covered under Agenda items.

PART 2

The Chairman identified specific requirements needed by the Parish Council to comply with the Data Protection Regulations which come into effect in May 2018.

Up dating of Complaints Policy referred to January meeting for approval

The Clerk informed the meeting of her intention to retire. Agenda item for February

/ Cllr Millward informed the meeting of his intention to resign at the March meeting and Cllr Washtell informed the meeting he intended to retire at the April meeting. For discussion at the February meeting.

Meeting closed at 10.45 pm

.....