

Abinger Parish Council

Abinger Common, Abinger Hammer, Forest Green, Oakwood Hill & Walliswood

APPROVED Minutes of Annual General Meeting

Date & Time:	Monday 20 May 2013 at 8.00pm
Venue:	Forest Green Village Hall
Chair:	Ros Doree (RD)
Clerk:	Suzanne Bennett
Councillors:	Gary Bennett (GB), Peter Farley (PF), Barrie Arminson (BA), Deardre Cunningham (DC), Mike Brady (MB), David Adams (DA), Paul Cleaver (PC)
Present:	PCSO Pat Booker (part), DCllr Vivienne Michael and members of the public.

PART ONE

No.	Item
13/05/01	<p>To elect a Chairman. BA nominated RC, seconded by DC. A vote was taken and unanimously agreed. RD accepted the appointment.</p> <p>The councillors sincerely thanked PF for his many years of service and dedication in the role of Chairman.</p>
13/05/02	<p>Apologies for absence None. The Chair welcomed everyone and started the meeting.</p>
13/05/03	<p>Declaration of Interests All councillors declared trusteeship of Abinger Parish Recreation Grounds Charity (APRGC).</p>
13/05/04	<p>Minutes of the meeting held on 18 March 2013 were discussed and approved. PC proposed, BA seconded.</p>
13/05/05	<p>To elect a Vice Chairman. DC nominated GB, seconded by BA, there being no further nominations, GB was elected unopposed. GB accepted the appointment.</p>
13/05/06	<p>To Appoint Representatives SALC - RD WASP Community Bus - PF Walliswood Village Hall Committee - PF Oakwood Hill Village Hall Committee - MB Forest Green Village Hall Committee - DC Abinger Hammer Village Hall Committee - BA Abinger Common Village Hall Committee - DA Transport Representative – Meetings shared between councillors Parish Magazine Correspondents North - Clerk Parish Magazine Correspondents South - Clerk</p>
13/05/07	<p>(a) Charity Land Management</p> <p>I. Abinger Hammer BA confirmed that the tree work had been carried out by Treeline in April. BA noted that tree work maybe undertaken by the cricket club along with clearing a ditch and will keep the parish council informed. BA requested plans of charity land for Abinger Hammer. BA will contact Rodney West regarding work on the manhole cover and pipe on the green.</p> <p>II. Abinger Common stocks Chair confirmed that Ansell & Sons are providing a specification for repair free of charge although this is taking longer than expected to obtain. Chair is in contact with Peter Mills at MVDC as the stocks are a listed building and will require consent before work commences. Chair has been passed contact details of other carpenters which will be contacted, MB suggested Derek Osbourne as a possible contractor. Chair noted that the grass within the railings of the stocks required cutting, DA will contact Burleys to request this area be included on next visit. DCllr Michael re-iterated the importance of Peter Mills role in gaining consent to repair as he has a wealth of knowledge to draw upon. DCllr Michael also confirmed that she would chase Mr Ansell regarding production of the specification. Chair will report further progress at the next meeting.</p> <p>III. Forest Green Chair gave an update regarding the agreed works at Forest Green. Still outstanding: - Installation of sleepers. Clerk to liaise with contractor and councillors to confirm a site visit and have the work completed. If a site visit cannot be completed by 31 May another contractor will be appointed.</p>

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	<p>DC noted that maintenance work was required on the pathway and proposed volunteers could complete. The councillors discussed placing editorials in local parish magazines, using the notice boards and website to involve local residents in the effort to maintain the pathway and if possible remove saplings from the ditches. It was agreed that RD and DC liaise with the Clerk to confirm notices for various marketing channels by 31 May. The parish council agreed the work will take place on Sunday 21 July.</p> <p>Culvert at Collins Farm is blocked and needs to be reported to Highways for clearing.</p> <p>It was agreed that Pointers be contacted and reminded that the signs are to be removed by 31 May.</p> <p>RD confirmed that Richard Keen would be cutting the village green and will do so before the village day on 14 July. Richard Keen will also cut back the brambles at Collins Corner in the Autumn.</p> <p>DC noted that a car had been parked outside the village hall (on charity land) for some time and did not display a tax disc or SWORN document. The councillors discussed that at this stage it would be appropriate to contact the owner and request removal from charity land.</p> <p>The Clerk circulated details of a memorial bench suggested by the family of Mr Short for installation at Forest Green. DA proposed, PF seconded.</p> <p>(b) Playgrounds Abinger Hammer BA and PC have inspected the playground and agreed that not all works listed on the inspectors report required immediate attention. BA/PC will contact the Clerk with the items that require immediate repair as soon as possible.</p> <p>Abinger Common Chair and DC have inspected the playground and agreed that not all works listed on the inspectors report required immediate attention. DC has compiled a list of items that do require immediate repair and will pass to the Clerk. Chair and DC noted that soil was being pushed up around the boundary of the playground disturbing the surface and that the railings needed repair. BA will contact Rodney West regarding repairing the railings, DA proposed and MB seconded.</p> <p>Walliswood GB had inspected the playground and agreed that not all works listed on the inspectors report required immediate attention.</p> <p>Future Trustees' meetings (all commence at 8pm) 18 June 2013 at Rose Villa, Abinger Hammer 20 August 2013 15 October 2013 17 December 2013 17 February 2014</p> <p>Actions agreed</p> <ul style="list-style-type: none">• To obtain charity land maps of Abinger Hammer (Clerk)• To contact Rodney West regarding; manhole cover and pipe at Abinger Hammer & repair of railings at Abinger Common playground (BA)• To obtain specification from Mr Ansell for the stocks and report back to the council (Chair)• To arrange site visit by 31 May followed by the installation of sleepers at Forest Green (Clerk)• To prepare a notice for the public to volunteer at Forest Green (clearing pathway & remove saplings) (Clerk/Chair/DC)• To report culvert to Highways (Clerk)• To remind Pointers of date for removal of signs (Clerk)• To contact owner of parked car outside Forest Green Village Hall for removal from charity land (DC/Clerk)• To confirm approval of memorial bench with family and liaise for installation (Clerk)• To confirm with the Clerk items for immediate repair at Abinger Hammer playground (BA/PC)• To confirm with the Clerk items for immediate repair at Abinger Common playground (DC/Chair)
13/05/08	<p>Public Question Time PC Booker gave the parish council and public an overview of the crime record sheet. There had been an increase in crime with theft from vehicles (money, valuables and registration plates) and reminded the parish council and public to be vigilant when leaving cars particularly at beauty spots that these items are hidden away or removed. It was also noted that there was a theft of 900l of oil from Forest Green and this type of crime had taken place in neighbouring parishes.</p> <p>PC Booker gave an update on the speed watch data from the A25 at Abinger Hammer provided by Tom Arthur, Casualty Reduction Officer. The data collected showed cars travelling eastbound travelled at average speed of 31mph and cars travelling westbound averaged 35mph in a 30mph speed limit.</p> <p>GB asked if the data from the Walliswood speed monitoring was available which PC Booker had not been given but would enquire and report.</p>

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	<p>MB asked PC Booker for the Surrey Police stance on cycling events to which PC Booker confirmed that the police would do its best to manage i.e. cyclists, cars, pedestrians for a safe event. MB asked what notice the police were given for cycling events and DCllr Michael was able to confirm that the police are informed a minimum of one month in advance of time trials but there is no requirement to inform the police if running a cycling event on open roads. DCllr Michael explained that she had attended a meeting of a Joint Action Group recently with the police, MVDC and SCC which discussed concerns over cycling events and it was clear that the police were concerned over the rise in casualties but at this stage can only manage the situation. DCllr Michael suggested that parish councils working together would give a greater presence when events are proposed at county and district level. Members of the public were agreed that a united approach could influence decisions. DCllr Michael confirmed that these issues had been raised with the Leader of the Council (MVDC) and would keep the parish council informed.</p> <p>PC Booker confirmed that she would take the concerns back to the station and share with colleagues. The Chair thanked PC Booker for the crime report and answering questions.</p> <p>A member of the public requested that the parish council consider planning application MO13/0554 for a telephone box exchange to be installed at Okewood Hill. It was felt the location of the proposed box was too near the post box and telephone box and would look out of place. The public suggested that the box be located either a further 3 or 4 metres along the road side away from the street furniture in either direction and set back from the curb although not encouraging a concrete apron in front of the box. The parish council agreed to look at the planning application in detail and if appropriate raise concern with MVDC planning department. The deadline is 7 June 2013.</p> <p>A member of the public enquired to the ownership of the car park opposite the Scarlett Arms in Walliswood as it is in a desperate state of repair. The parish council confirmed that the land is owned by the Wotton Estate and they should be contacted.</p>
13/05/09	<p>(a) Wasp bus. PF reported that the bus was receiving many private bookings and is the main source income of the community bus.</p> <p>(b) Section 137 Grants. One was received from the WASP Community Bus for the amount of £2500.00. It was agreed to forward the Section 137 Grant policy for completion.</p> <p>(c) Burial Grant. A request was received from St. James' Church at Abinger Common, previously the parish council had granted £200.00 and the church enquired if this could be increased. The grant was discussed and approved at £250.00 DA proposed and PF seconded.</p> <p>(d) Financial. The financial statement was reviewed and approved. DA proposed, PC seconded. It was requested that the financial statement be forwarded with the agenda and minutes although noted that an update statement would still be produced on the day of the meeting due to statements arrival.</p> <p>(e) Risk Assessments. No amendments to be made.</p> <p>(f) Parish Plan. The councillors discussed taking a stall at the Medieval Fair on 8 June to collate feedback from the public about the parish. It was agreed to purchase a table top display board at a cost of approx. £80.00 PC proposed, PF seconded. PC, PF and RD would be available on the day to man the stall and the Clerk will provide materials. To confirm materials, councillors will meet at 6.00pm on 23 May to discuss.</p> <p>(g) Oakwood Hill Village Hall. MB reported that the hall will be extending the kitchen by 10 to 12 ft towards the cricket ground and will keep the parish council updated on progress.</p> <p>(h) BT Telephone Kiosks. Clerk gave update to councillors and public on the adoption of kiosks. Mr Crouch spoke directly to the parish council regarding the adoption of the BT Kiosk at Okewood Hill and the cost to the residents association by way of insurance. Mr Crouch personally assured the parish council that he would reimburse the cost of the insurance for the next five years and the residents association would continue to maintain. The councillors discussed this option and agreed the proposal once received in writing from Mr Crouch would be acceptable. PF proposed, MB seconded.</p> <p>(i) Parish Council Website. GB informed councillors that pages had been added to the website and asked councillors for feedback. It was agreed to add to the next Trustees agenda.</p> <p>(j) Wotton Combined Charities. The parish council considered a request to elect an APC representative for this charity but agreed there was insufficient information regarding the charity and will carry this forward to the July meeting.</p> <p>(k) Cycling Events. The Clerk confirmed that 15 local parish councils had been contacted regarding issues from cycling events and the prospect of holding a meeting to discuss. The responses included; 5 yes, 4 possible, 3 no and 3 who had not responded. The council discussed that this would be a useful meeting to hold and asked the Clerk to arrange.</p> <p>It was discussed that data regarding businesses turnover % either increase or decrease against usual trading figures</p>

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	<p>during the cycling events would be useful to have as organisers are implying that revenue would increase hugely. It was agreed that councillors will liaise and collate where appropriate.</p> <p>Councillors discussed the logistics of the 4 August event and agreed that a meeting with RideLondon-Surrey to discuss is required.</p> <p>Actions agreed</p> <ul style="list-style-type: none">• To forward Section 137 Policy to WASP Community Bus (Clerk)• To purchase desk top display board for fair on 8 June (Clerk)• To include Website on the agenda for June Trustees meeting (Clerk)• To contact Wotton Parish Council for more information regarding Wotton Combined Charities (Clerk)• To arrange meeting between interested parish councils to discuss cycling events (Clerk)• To arrange meeting with RideLondon-Surrey (Clerk)
13/05/10	<p>Mole Valley District Council (a) Planning. It was agreed in Item 13/05/09 to review planning application MO13/0554.</p>
13/05/11	<p>Surrey County Council (a) Highways. Culvert at Collins Farm to be reported as Item 13/05/07 iii.</p>
13/05/12	<p>SALC. Agreed to discuss the following at July meeting. <u>15 October 2013 - Surrey ALC's AGM</u> East Horsley Village Hall 0930 registration 1330 Close FOC <u>3 December 2013 - Surrey Local Council's Update</u> Centenary Hall, Smallfield - FOC</p>
13/05/13	<p>Correspondence/Reports/Invitations Parish Forum – 16 October 2013, 7.45pm at The Reading Room, Old Road, Buckland RH3 7DY</p>
13/05/14	<p>Member's Reports/Notice of Future Business. None.</p>
13/05/15	<p>Future meetings (all commence at 7.45 pm) 15 July at Abinger Hammer Village Hall 16 September at Oakwood Hill Village Hall 18 November at Evelyn Hall, Abinger Common 20 January 2014 at Walliswood Village Hall 17 March 2014 at Abinger Hammer Village Hall</p>
	<p>Meeting finished at 10.20 pm</p>