

Abinger Parish Council

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

APPROVED Minutes of Ordinary Meeting

Date & Time:	Monday 16 September 2013 at 7.45pm
Venue:	Oakwood Hill Village Hall
Chair:	Ros Doree (RD)
Clerk:	Suzanne Bennett
Councillors:	Gary Bennett (GB), Peter Farley (PF), Deardre Cunningham (DC), Mike Brady (MB), Paul Cleaver (PC)
Present:	CCllr Hazel Watson and six members of the public.

PART ONE

No.	Item
13/09/01	Apologies for absence received from Dave Adams (DA) and Barrie Arminson (BA) The Chair welcomed everyone and started the meeting.
13/09/02	Declaration of Interests All councillors declared trusteeship of Abinger Parish Recreation Grounds Charity (APRGC). RD declared an interest in item 6 (l) Bullcroft Farm, Forest Green. Public Footpath 60.
13/09/03	Minutes of the meeting held on 15 July 2013 were discussed and approved. DC proposed, PF seconded.
13/09/04	<p>(a) Charity Land Management</p> <p>(i) Abinger Hammer</p> <ul style="list-style-type: none"> - To receive update on tree work. The Chair gave an update on the removal of the dead willow tree from the green confirming that the contractor will confirm a start date shortly. It was suggested that BA chase the sports club regarding work due on the cork screw willow near the playground. - To discuss wayleaves. The Chair confirmed that Hedleys Solicitors have been appointed to deal with wayleave requests from the Wotton Estate, Martin Grant Homes and Abinger Hammer Motors in relation to connection to water mains. A meeting has been arranged with a representative of the Wotton Estate to meet on 19 September with the Chair, PC confirmed his attendance. <p>(ii) Abinger Common</p> <ul style="list-style-type: none"> - Stocks. The Chair confirmed Mr Hayes-Hall continued to test and research the stocks with his report due week commencing 30 September. RD and DC will be visiting the Surrey History Centre on 25 September to further research archives to assist in dating the current stocks. - Pond. The parish council sought advice from Mr Chaffe regarding how to best treat the pond with his suggestion to hand pull the bull rushes, pile up on the side of the road allowing the wildlife to return to the pond for approx. 3 to 4 weeks and then spread underneath the trees. It was advised this work should be completed in January 2014. Mr Chaffe has been asked to submit a quotation. It was agreed to carry this item to forward to the next Trustees agenda. <p>(iii) Forest Green</p> <ul style="list-style-type: none"> - Ponds. DC confirmed that Simon Elson from the Reigate Conversation Group would be reviewing the ponds in early October. Mr Elson had produced a report for Buckland Parish Council with regards to their village pond and this may be available to Abinger. DC will keep the parish council informed. - Path clearing. DC explained that this would be an ideal time to complete this exercise. It was agreed that a date set of 5 October with signs displayed in appropriate places including notice boards and on the website. - Tumblers, Forest Green, request to remove tree. The councillors had reviewed documentation circulated prior to the meeting. It was agreed that the request to remove the tree be granted at the property owners cost, remove stump and make good as detailed in their correspondence. <p>(iv) Walliswood</p> <ul style="list-style-type: none"> - Play equipment. At the Trustees meeting in August a budget of £10,000 had been agreed for the purchase, delivery and installation (including surfacing) of a new piece of equipment. The Clerk confirmed that appointments were being booked with market leaders particularly who were able to supply wooden/rustic equipment in-keeping with the rural location. Appointments were necessary as measurements of the space would dictate the size of equipment not just the budget. The Clerk will keep the councillors informed and look to have quotations for the next Trustees meeting. CCllr Watson cited that she would be happy to provide funding of £7,000 (online application required) to which the parish council thanked CCllr Watson for her support. - Consider two quotes for cutting back and removing debris. This item would be discussed in Part 2.

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	<p>(b) To receive reports on playgrounds and agree any necessary maintenance. The Clerk confirmed that Safeplay had started work today and looking to complete at Abinger Hammer tomorrow.</p> <p>(c) Future meeting dates for Abinger Parish Recreation Ground Charity (APRGC). Confirmed as Tuesday 15 October 2013 at Rose Villa, Felday Road, Abinger Hammer 17 December 2013 17 February 2014</p> <p>Actions agreed</p> <ul style="list-style-type: none">• To liaise with Abinger Sports Club regarding tree work (Chair/Clerk/BA)• To keep councillors updated on wayleaves at Abinger Hammer (Clerk)• To add the pond at Abinger Common to the next Trustees agenda (Clerk)• To advertise for volunteers on 5 October at Forest Green for path clearing (DC/Clerk)• To confirm permission to remove tree at Tumblers, Forest Green (Clerk)• To confirm venue of next Trustees with BA (Chair)
13/09/05	<p>Public Question Time</p> <p>A member of public enquired as to when the ditches at Forest Green were due to be cleared. It was agreed that a walk round of the green would be useful with RD, PF and DC before the next meeting. With the intention to obtain quotes before the next Trustees meeting in October.</p> <p>A member of the public asked when the railings would be repaired at Collins Farm, Forest Green and when the Forest Green sign would be replaced. The Chair was able to confirm that these items had been chased regularly with the railings to be repaired soon although the sign would take longer due to how it was being funded by Highways.</p> <p>Actions agreed</p> <ul style="list-style-type: none">• To organise a walk round the ditches at Forest Green (RD/PF/PF)
13/09/06	<p>(a) Wasp bus. The Clerk confirmed that a Section 137 application form had been forwarded to the secretary and had received confirmation of receipt.</p> <p>(b) Section 137 Grants. None received. The councillors discussed if an overview of the grant should feature on the website to which it was agreed that a short overview be listed.</p> <p>(c) Parish Councillor Expenses. The parish council discussed councillors claiming expenses where it was agreed that councillors would only seek reimbursement for items purchased i.e. locks, photocopying.</p> <p>(d) Financial. The financial statement was reviewed and approved. PF proposed, MB seconded. The addition of signatories is proving difficult with PF chasing NatWest as only current signatories can access details on the account. The councillors discussed funds held in a charity account that had been earmarked for Abinger Hammer. It was agreed to add this item to the next Trustees meeting.</p> <p>(e) Parish Plan. The councillors agreed that residents who had shown an interest in devising a parish plan be contacted for ideas to convene a meeting outside of the parish council meeting to discuss.</p> <p>(f) Oakwood Hill Village Hall. Nothing to report.</p> <p>(g) Walliswood Village Hall. The Chairman of Walliswood Village Hall Association gave an overview of the importance of building up revenue streams and broadening its appeal to larger functions. To facilitate these it could involve making adjustments to the building itself and at this stage possibly the addition of patio doors onto the field which would allow for a marquee almost doubling the size of the venue. The parish council agreed these were positive ways forward although would like to refer to the original deed for any restrictions. It was agreed that the deed be circulated before the next Walliswood Village Hall Committee meeting on 14 November.</p> <p>(h) BT Telephone Kiosks. Clerk gave update to councillors and public on the adoption of kiosks. The Clerk is awaiting formal breakdown of insurance to forward to Mr Crouch for reimbursement. This requires resolving as soon as possible.</p> <p>(i) Parish Council Website. Councillors discussed the addition of a planning page with links to applications, addition of overview on Section 137 Grants and details of volunteers required at Forest Green. It was agreed all items be uploaded.</p> <p>(j) Wotton Combined Charities. Mrs Wakeford, Hon. Secretary to the Wotton Combined Charities gave the parish council an overview of the charities work in the community. Unfortunately the nominee for the Oakwood Hill/Forest Green area has resigned the charity has enough Trustees to continue their work although a Trustee that has local knowledge of the area would be most helpful. The Clerk and Mrs Wakeford will keep in contact moving forwards.</p>

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	<p>(k) Cycling Events. The Chair confirmed the next Surrey Parish Council Cycling Forum will be held on 1 October at Forest Green Village Hall. Councillors discussed the consultation paper available from Surrey County Council and that the deadline for responses is 1 November. RD is generating agenda and it was noted that the blue light issue should be covered. MB requested a printed copy of the supporting documents.</p> <p>(l) Bullcroft Farm, Forest Green. The parish council considered the circulated correspondence received from H.J. Burt & Son representing Tott and Paul Charman of Bullcroft Farm, Forest Green regarding Surrey County Council's efforts to open Public Footpath 60. Councillors discussed the condition of the footpath agreeing that there was no evidence on the ground that one existed and that Public Footpath 61 was in good condition providing a pedestrian bridge over the brook therefore negating the requirement. The land agent indicated the cost involved in this project would run to nearly fifty thousand pounds with the parish council agreeing that this fund would be better spent on maintaining other footpaths in the parish which are used regularly. It was agreed the parish council would write to Surrey County Council outlining the lack of evidence on the ground that the footpath ever existed and highlighting funds could be spent elsewhere. MB proposed, GB seconded.</p> <p>Actions agreed</p> <ul style="list-style-type: none"> • To add an overview of Section 137 Policy to the website (GB) • To chase NatWest for addition of signatories (PF) • To add charity fund available for Abinger Hammer to the next Trustees meeting (Clerk) • To contact residents regarding parish plan and convene meeting (Clerk) • To circulate deed of Walliswood Village (Clerk) • To obtain insurance breakdown and forward to Mr Crouch (Clerk) • To add pages / updates to website as agreed (GB) • To liaise with Wotton Combined Charities regarding Trustee nomination (Clerk) • To print and send copy of cycling documents to MB (Clerk) • To write to Surrey County Council regarding Public Footpath 60 (Clerk)
13/09/07	<p>Mole Valley District Council</p> <p>(a) Planning. Currently planning applications are circulated to all councillors. The Chair asked PF to look more closely at each application directly on the MVDC website to which PF agreed.</p>
13/09/08	<p>Surrey County Council</p> <p>(a) Highways. Discussed issues in item 13/09/05. Highways Forum – 11 October, 10am at Pippbrook, Dorking – DC and/or SB to attend</p>
13/09/09	<p>SALC. Agreed to discuss the following at September meeting. <u>15 October 2013 - Surrey ALC's AGM</u> East Horsley Village Hall 0930 registration 1330 Close FOC – RD to attend <u>3 December 2013 - Surrey Local Council's Update</u> Centenary Hall, Smallfield – FOC – GB to attend</p>
13/09/10	<p>Correspondence/Reports/Invitations Parish Forum – 16 October 2013, 7.45pm at The Reading Room, Old Road, Buckland RH3 7DY – RD and GB to attend GACC Seminar – 25 October 2013 9.30am at Stanhill Court Hotel, Charlwood – RD to attend</p>
13/09/11	<p>Member's Reports/Notice of Future Business. DC was formally asked for permission from the Forest Green Bonfire Association for use of the green on 26 October. Permission was granted with copies of the appropriate insurance certificates forwarded to the Clerk.</p>
13/09/12	<p>Future meetings (all commence at 7.45 pm) 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 10.15 pm</p>