

# Mickleham Parish Council

[www.micklehampc.org.uk](http://www.micklehampc.org.uk)

Minutes of the Annual MPC Meeting held at 7:40pm on 24 May 2021

Venue	Boxhill School
Chair	David Ireland (DI)
Councillors	Jane Brown (JB), David Ottridge (DO), Graham Clark (GC), Will Dennis (WD), Andrew McNaughton(AM)
Clerk	Feena Graham (FG)
Attending	John Lowes (JL) County Councillor Hazel Watson Stuart Ansell (Boxhill School)
Members of the Community	None

Item No.	
1	<p><b>(Chaired by Clerk) To elect a Chairman for 2021-22</b></p> <p>(968) David Ireland was proposed by Andrew McNaughton and seconded by Graham Clark. DI was elected unanimously.</p>
2	<p><b>(Chaired by DI) To elect a Vice-Chairman for 2021-22</b></p> <p>(969) Graham Clark was proposed by Andrew McNaughton and seconded by Will Dennis. GC was elected unanimously.</p> <p>DI thanked JB for all her hard work and support as Vice Chairman over several years.</p>
3	<p><b>Opening Formalities</b></p> <p>(970) Apologies. Kayleigh Hunter (work commitments). District Councillor Elsie Rosam.</p> <p>(971) Declarations of Interest/Requests for Dispensations. None.</p> <p>(972) The Minutes of the Meeting held 10<sup>th</sup> March 2021. Proposed by DO and seconded by GC – minutes were approved and duly signed by the Chairman.</p> <p>(973) Chairman's Comments. Updates on issues raised at previous meetings :</p> <ul style="list-style-type: none"><li>• Stuart Ansell gave a brief summary of lockdown easing at Boxhill School. The school has been operating fairly normally and students are being tested regularly, with some changes being made to boarding as per government guidelines.</li><li>• DI confirmed he had now made contact with Robert Jones, Estate Manager at Juniper Hill.</li><li>• DI detailed that the abandoned vehicles have now become a tourist attraction and to remove them would cost. The land is part of the Cherkley Estate. DI to enquire about costs.</li></ul>

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4	<p><b>Open Forum</b></p> <p>(974) No questions were raised in advance of this meeting.</p>
5	<p><b>Councillors' Responsibilities</b></p> <p>(975) Remain as per 2020-21's list with the removal of Judy Kinloch. DI to check with Elsie Rosam, with regards to liaising with Surrey Wildlife/Tree Warden.</p>
6	<p><b>Finance &amp; Formalities</b></p> <p>(976) DO had circulated the accounts and payments in advance.</p> <p>Retrospective payments are :</p> <ul style="list-style-type: none"><li>£254.40 - NJL Boxgreen for mowing in April, payment due in May.</li><li>£460.26 - Refund due to DO (Ecclesiastical), local council insurance.</li><li>£1274.33 - 'geViews' for the new Notice Board.</li><li>£ 58.80 - Refund to DO for Brightpay, the annual fee for our payroll software, had to be paid online.</li><li>£120.00 - Refund to DO for payment to SCC for access protection (H Bar).</li><li>£ 148.74 - to SALC for SALC (£122.20) and NALC (£26.24) annual subs.</li><li>£254.40 - NJL Boxgreen for mowing of Mickleham Recreation Ground on the 8<sup>th</sup> &amp; 24<sup>th</sup> March.</li></ul> <p>All Councillors agreed.</p> <p>DO confirmed the current bank balance is: £10162.05. VAT refunds total £2220.73 from the Bus Shelter and grass cutting</p> <p>(977) The bank reconciliation up to the 5<sup>th</sup> May had been circulated and was approved and signed by DI respectively.</p> <p>(978) Section 1 of the AGAR (Annual Governance Statement) had been circulated and was duly approved and signed by the Chairman and Clerk.</p> <p>(979) Section 2 of the AGAR (The Accounting Statement) had been circulated. Supporting this was the Asset Register, the Explanation of Differences and the End-of-year bank reconciliation (to March 31st 2021). All approved and signed by the Chairman and RFO respectively.</p> <p>(980) The AGAR Certificate of Exemption was also approved and signed by the Chairman and RFO.</p> <p>(981) The insurance premium was due for renewal with Ecclesiastical at £460.26. Agreed and accepted.</p> <p>DI thanked DO for his hard work as the Responsible Finance Officer (RFO).</p>




28.7.21

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7	<p><b>Planning</b></p> <p>(982) AM had circulated planning applications submitted since the last meeting.</p> <ul style="list-style-type: none"><li>• Mickleham Hall / garage replacement.</li><li>• Boxhill School / replacement of drainage pipes.</li><li>• St Michael's House / pool house and pool construction.</li><li>• Denbies Wine Estate / bespoke clad containers and site hire.</li></ul> <p>All supported.</p>
8	<p><b>Reports from Working Groups</b></p> <p>(983) To agree Terms Of Reference for Working Groups These were circulated in advance. All Councillors agreed.</p> <p>(984) Norbury Park Working Group. John Lowes reported that there were no further developments since the last council meeting and the website is still delayed possibly due to the recent local elections.</p> <p>(985) Community Project Fund Working Group. KH sent her apologies for tonight's meeting and reported no further updates. WD reported that both applications had now been submitted and are awaiting further news.</p>
9	<p><b>Coronavirus Update</b></p> <p>(986) WD reported on :</p> <ul style="list-style-type: none"><li>• The recent Easter Auction had generated £6000. £4200 was divided equally between the Infant School and Nursery, and the remainder went to the Leatherhead Youth Project and Leatherhead Start and All Saints Cafe.</li><li>• The WhatsApp group is still a useful forum to enable people to seek help and assistance where needed.</li><li>• The Michael's Church Community Group's next event is a picnic on 21<sup>st</sup> June; the date of the next lockdown easing. The event will be held at Juniper Hall where the community is encouraged to come along with their picnics and participate. There will be a drinks bar and ice cream van.</li><li>• Future events will include the Harvest Supper and the return of the Advent Calendar, which proved to be successful during December 2020.</li></ul>
10	<p><b>Traffic Issues including Parking and Noise</b></p> <p>(987) Vehicle Activated Speed (VAS) There was a site meeting with the Mr &amp; Mrs Thomas at Mickleham Hall, and Peter Harris from SCC. The objective to explore the possibilities of having the pole sited on their land and look at access for maintenance. Mr Thomas will be following up the issue of right to access with his solicitor.</p>

  
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	<p>(988) Traffic Proposal Submitted Nov 2000 – Update Submitted back in November 2020 following the EGM. The yellow lines and H Bars had to be submitted separately. Yellow lines, last update 23/04/21, will come into discussion at the SCC meeting in June, which has been delayed due to Covid.</p> <ul style="list-style-type: none"><li>• H Bar x 2 submissions :<ul style="list-style-type: none"><li>i. St Michael's Lodge – which has been completed and payment agreed at the last Council meeting.</li><li>ii. Mickleham Hall, next site meeting is expected in June/July. Payment of £120 will come up for approval before work be carried out.</li></ul></li></ul> <p>DI confirmed there had been no updates on the noise camera trial at Ryker's Cafe. An additional car count survey will be done this weekend outside St Michael's Lodge.</p>
11	<p><b>'Epic' Cycling events, 17 July 2021 in the Surrey Hills</b></p> <p>(989) Emails had been circulated to the Councillors regarding this race. WD has drafted a reply on behalf of the Parish Council. Proposed AM, seconded by GC. DI to follow up.</p>
12	<p><b>MPC Notice Board</b></p> <p>(990) The new Parish Notice board to replace the one at the bottom of School Lane, Byttom Lane, has been paid for and ordered through 'geViews' as agreed at a Previous meeting.</p>
13	<p><b>Urgent Items received by the Chair.</b></p> <p>(991) DI reported no further correspondence had been received.</p> <p>DI invited Hazel Watson to comment. HW asked the council to contact her if she can help in any way in the future. JL asked HW to enquire about further updates to Norbury Park.</p>
14	<p><b>Future Meetings</b></p> <p>(992) Next 3 meetings: All Wednesdays.</p> <ul style="list-style-type: none"><li>• 14<sup>th</sup> July (in the Village Hall) / 01<sup>st</sup> September / 10<sup>th</sup> November.</li></ul> <p>DI thanked everyone for attending and Boxhill School for allowing the Council to use the room for today's meeting.</p>

The meeting closed at 8:26 pm

Signed : .....

*Sarah A. Soland*

Date : 28.07.21