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| **Venue**    | Walliswood Village Hall |
| **Councillors** | Richard Frost (RF) Ros Doree (RD), Paul Cleaver (PaC), Peter Farley (PF), Deardre Cunningham (DC), Mike Brady (MB), Carla Jones (CJ) |
| **Clerk**  | Trevor Haylett |
| **Attending** | Four members of the public  |
| **Item** |  |
| 1 |  **Apologies -** William Corke (WC), Henry Barnard (HB) (1/09/18). |
| 2 |  **All Councillors declared** trusteeship of Abinger Parish Recreation Grounds Charity (APRGC) (2/09/18). |
| 3 |  **The Minutes** of the meeting held on 16th July 2018 were agreed, proposed by DC, seconded by PF, and signed. (3/09/18) **Matters Arising:** (Minute 11/07/18) Abinger Hammer portaloos - The Clerk had circulated the response from Juniper Hall to the idea of installing a portaloo during the period from Easter to September; they were very much in favour. MB suggested that as the principal users of the Green (through the organised school visits) that they be asked to make a contribution to the cost of the chemical toilet. RF said he wanted to hear the views of WC and HB as Abinger Hammer Councillors and it was agreed to carry the item over to the next meeting. (12/07/18) Abinger Hammer speed limit – RD will keep trying to contact Colin Davis about his plans for a 20mph limit through the village but RF said the chances of getting such a restriction were vanishingly small. It was agreed to keep it on the agenda for the November meeting.(22/07/18) Posts on Forest Green – as this matter relates to APRGC it was dealt with in Part Two. (25/07/18) Decluttering – This was also carried over to the next meeting. (31/07/18) Planning committee – RF said he was still working on drawing up terms of reference for the planning committee. |
| 4 | **Finances**  (i) The Clerk had circulated the financial reports which were approved (4/09/18). (ii) The following payments were then approved: T. Haylett -  Clerk's salary for September ….£654.24 Burleys - August mowing ………………………….£465.52 HMRC - Quarter ending with September's salary payment …..£37.14 External Auditor ……………………..…………………………………..£240 Richard Aldred - Forest Green ditch clearing ……………….£1560 Surrey Signs - Abinger Common playground sign …………£42 LCPAS – Data Protection Officer …………………………………..£150The bank reconciliation for each bank account was approved and signed. The balance of the current account at 24th September was £39,609.19 while the Reserve Account balance was £20,435.66 (5/09/18).The Clerk pointed out that the latest bill from BT had again been incorrect and there would be a credit in the next bill. It would be the last bill from BT; the contract had been cancelled; Sky having taken over the broadband and phone line and the Clerk said this would result in significant savings for the PC.  (iii) The External Auditor, PKF Littlejohn LLP, had completed its review of the Annual Governance and Accountability Return of the PC and had given it a clean bill of health. Their report was approved. (6/09/18) (iv) To appoint an Internal Auditor for 2018/19 – the Clerk said that he hoped that by continuing with Mark Mulberry the process would become less stressful with every year. It was agreed that Mark Mulberry be reappointed. (7/09/18)(v) LMCT Grant for Abinger Common Playground – the Clerk said things were gradually moving to a conclusion. He had commissioned a sign that acknowledged LMCT’s help with funding and Fawns had at last provided a certificate of completion. It was hoped that the grant would soon become available. (8/09/18) (vi) Section 137 Grant applications – A member of the public representing Walliswood Village Hall Association explained their two applications for grants. The first was to tidy up the matter whereby the PC recompensed WVHA for the cost of grass-cutting on the Recreational Ground. The Internal Auditor had advised that it was more appropriate to process it in the form of a grant application. The request was for £840 which covered the cost of the Village Hall hire which they would normally have received from Burleys, the grass mowers who hitherto had used the Village Hall for training sessions free of charge. The Grant would tie WVHA over for this year and the plan was that they would then start charging Burleys from the following year. PaC said it was important that Burleys were told it was an accounting issue – the PC didn’t want to stop them cutting the grass or to stop using the Hall. **Action:** A grant of £840 was approved. (9/09/18) The second application arose from the need to make significant electrical repairs to secure the insurance needed for the Walliswoodstock event in July 2018. The work had come to £4614 including vat and WVHA had been advised to ask for a grant to cover the total cost. However they would be grateful for any contribution.  MB said that as a former electrical contractor he felt the costs were excessive; the reply was that the workmen were there for at least 10 days and had done other jobs free of charge. The Village Hall was satisfied with the work done. PF suggested that as the VH was owned by the PC that the full grant request should be paid whereas RF and RD felt 50% was more appropriate on the basis that the lease set out that WVHA were liable for such work. **Action:** A vote was taken and it was unanimously agreed to contribute 50% (£2,307) towards the cost. (10/09/18) |
| 5 | **PUBLIC QUESTION TIME –** A member of the public asked questions about Modest Expansion of Villages to which RF replied as follows:- how the Parish Council is planning to communicate our objection to MVDC; RF – by email.- would you be ok with sharing your written confirmation with the community? RF – yes, it will appear on the PC’s website.- when will it happen; RF – as soon as possible. The response will be drafted, discussed with our planning consultant, and submitted to Ccouncillors. When approved it will be delivered to MVDC.- what will be the specific message you give to them?  RF- see item 6 below. - will you include the Abinger Common petition in your submission? RF – yes, the response will refer to the petition.- how do you plan to communicate MVDC's response back to the community? RF – by posting it on the PC’s website. (11/09/18) |
| 6 | **Modest Expansion of Villages -** RF said that since the public meeting on 17th September more than one person had said that they had felt overawed by the vehemence with which some things were said, and had not felt able to speak. Others have said that they had not come to the meeting at all because of the tone of the February meeting in the Evelyn Hall. RF very much regretted this. He felt, however, that the voting at the end of the meeting would not have been significantly different, if different at all.All Councillors had attended the meeting on 17th September and, after a discussion in which members of the public participated, it was agreed that:1. The Council remained opposed to village boundaries for Abinger Hammer and Abinger Common
2. RF was asked to take advice whether, and if so how, it was desirable to respond to Mole Valley’s second question – where should any boundaries go?
3. RF was asked that having taken advice he should circulate a draft response to MVDC to set out the Council’s views, and that the response in terms agreed by Councillors should be sent to MVDC. (12/09/18)
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| 7 |  **Highways**  (i) Speed limits in Abinger Common – one visitor had been alarmed to discover that since the introduction of a 40 mph speed limit in Hollow Lane that vehicles were permitted to travel at 60 mph through a village in which there was no footpath and no streetlighting and which was used by pedestrians, including mothers and children walking to school, and people walking to the Abinger Hatch. The visitor had begun a campaign which had won the support of Surrey County Councillor Hazel Watson and residents were being urged to write in and complain. It had been included on the Abinger Facebook page and was going on the PC website. RF urged as many residents to write in as possible. (13/09/18)MB raised the matter of the Thames Water works in and around Forest Green and feared that a planned third project with road closures would lead to the residents being “trapped”. RD said she had talked to Thames Water and complained about the three-way traffic lights being in operation when nobody was actually working there. She had been promised that that project would finish in a few days time along with the work on Ewhurst Road. RD will go back to Thames Water and point out that a planned third road closure in Walliswood Road can not happen until the other two roads are open again. (14/09/18) |
| 8 | **Planning** 1. **SALC training - Neighbourhood Planning**

 The Clerk had circulated details of SALC planning events and RF said he would be interested in going to one on Neighbourhood Planning if it was at a venue not too far away. The Clerk said he thought it was in Hailsham but would check.**(ii) Planning Applications** received since the last meeting:- MO/2018/1546/CC - Croft End, Horsham Road, Wallis Wood

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| MO/2018/1475/PCL - 4 Mount Pleasant, Guildford Road, Abinger HammerMO/2018/1491/CAT - Hopedene Cottage, Pasture Wood Road, AbingerMO/2018/1470/PLA - Fishfold Farm, Pisley Lane, Ockley.MO/2018/1380/PLAH - Cherry Tree Cottage, Leith Hill Road, AbingerMO/2018/1404/PLA - The Punchbowl Inn (PH), Okewood Hill MO/2018/1290/PLAH - Keepers Cottage, Standon Stables, Standon Lane, Ockley |
| MO/2018/1326/PLA - Four Oaks, Cathill Lane, Ockley |
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 MO/2018/1296/PLAH - Gable Hall, The Gables, Pasture Wood Road, Abinger, MO/2018/1177/PLAH - The Brook, Holmbury Lane, Abinger MO/2018/1230/PLAH - The Pheasantry, Froggetts Lane, Wallis Wood MO/2018/1260/PLAH - Frolbury Manor, Water Lane, Abinger Hammer MO/2018/1171/CAT - Tillies Barn, Horsham Road, Forest Green (15/09/18)  |
| 9 | **Water Refill Scheme**MVDC were looking to extend their water refill scheme and were seeking support from parish councils. RD wanted to know how it worked and the Clerk explained that it was a campaign to reduce the amount of plastic waste caused by single-use bottles by promoting free tap water and bottle refills in shops and cafes. The Clerk added that it would be sufficient just to register APC’s support at this stage and RF said the initiative should be supported.(16/09/18) |
| 10 | **To Agree Dates of future Parish Council meetings:**  19th November - Evelyn Hall, Abinger Common The Clerk will circulate suggested dates for 2019 meetings. |
| 11 | **Additional items to discuss/Events/Correspondence/Invitations**(i)RF said the Clerk had been asking if there was any more definite information on which Councillors would be standing down at the elections next May. RF and PF said they were definitely retiring and RD and MB both said they were seriously considering it. RD said a few new Councillors would be needed and CJ said she was concerned that a vast knowledge base was being lost with the retirements. CJ is putting together an article for the parish magazines on what life is like as a parish councillor in an attempt to attract new blood to the PC. (17/09/18) (ii) MB had been investigating the cost of the silhouette soldiers which have been installed elsewhere to mark the centenary of the end of World War 1. RD said it would be nice to put one in each village and MB suggested they might be able to get 5 for £250. There was also the possibility of obtaining a grant for the purchase. MB said he would investigate further. (18/09/18) (iii) The Clerk mentioned that the date for next year’s Walliswoodstock had been provisionally fixed for 20th July 2019. Permission for the event was granted. (19/09/18). (iv) The Clerk then asked about the payment the PC had received from Box Broadband for the installation of the broadband box at Walliswood Village Hall. It was suggested that the money should be forwarded to WVHA and the Clerk wanted to confirm that this was the case. Councillors approved the money being forwarded to WVHA. (20/09/18) (v) The Clerk said that the Forest Green Fireworks and Bonfire Display would take place on 29th October; the work to improve the road leading to Forest Green Village Hall would take place between 1-14th October while Eddie Charman would clear the reed mace from the ponds on 3rd November. (21/09/18) |
|  | **Part Two****Matters from which** the public are excludedhaving regard to the nature of the business to be discussed.GDPRThe Clerk brought up the subject of GDPR again and said there was a matter that had come to light that, if true, made it more essential that Councillors used email addresses associated with the PC website for PC business. He said he would investigate further. CJ said she was happy to help the Clerk investigate obtaining PC-connected email addresses and also to help Councillors who might be finding it difficult to use a new address if one was obtained.The Clerk added that after the PC appointed Local Council Public Advisory Service as its Data Protection Officer he had received a number of forms and documents which he and RF would be working through.(22/09/18)Posts on Forest GreenRF had been corresponding with one resident about the tree she had unlawfully planted on the Green and wanted to know if he should continue. A member of the public thanked the PC for the mowing at the Green and complained that the instances of stones on grass verges had increased in Waterlands Lane. She was unhappy with them and also with the plan to install wooden posts on verges in an attempt to prevent vehicles eroding them. **Action**: RF will continue his correspondence and will also contact the agents to the Wotton Estate about the stones on Waterlands track. (23/09/18) |

**The meeting closed at 21:53pm**