

Abinger Parish Council

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

Minutes of APC Council Meeting held on 19th July 2021 at 7:01pm

Venue	Walliswood Village Hall
Councillors	Paul Cleaver (PC), Deardre Cunningham (DC), Maria Belcher (MB) Sam Lucking (SL) Henry Barnard (HB) Ed Bigland (EB)
Clerk	Beccy Anderson (BA)
Attending	12 members of the public attended.
Item	
1	Attendance and Apologies for Absence – EB & SL
2	Declarations of Interest – All councillors are the trustee for APRGC, PC declared the KS (the quote for AH car park wall repairs) is his son-in-law.
3	Public Question Time Gary & Malcolm from FG Cricket Club spoke thanking APC for the meeting last week. They presented a petition asking for the decision to stop parking on the village green by FGCC to be reversed. Councillors agreed to review their decision and get back to FGCC. Roger Prosser spoke regarding his concerns over the parish councils' decision to ask for SSSI and SCNI designation of FG village green which were:- future compliance demands for APC over the usage of the village green including possible fines for non-compliance, possible threat to community events that take place, lack of consultation with the local residents and impact on the properties on the village green in respect to planning and property prices. Cllr HB spoke to Roger and other members of public attending, informing them of the reasoning behind the request for designation, emphasizing the uniqueness of the village green; the designation process and how it might be applied to the village green; the Natural England consultation process and an idea of a timeline for the complete process. Cllr HB agreed to produce some FAQs for the website to help educate residents. David Keene spoke in support of his application to be a parish councillor. He stated he had many years' knowledge and experience as a farm owner with respect to land management and planning. He currently works in digital marketing and would like to offer his experience in communications and website management.
4	Co-option Interview – <ul style="list-style-type: none">• Councillors discussed DK's application and agreed unanimously to appoint him as a parish councillor (leaving 2 vacancies). The Clerk was instructed to contact him and arrange his co-option.
5	Approval of the Minutes of the Parish Council meeting held on 21st June 2021 The Minutes of the meeting having previously circulated were taken as read. They were agreed and signed by the Chair.

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6	<p>Planning</p> <ul style="list-style-type: none"> The Councillors reviewed and noted the Planning Committee meeting minutes for 5th July 2021 & planning letter for application MO/2021/0891 																																	
7	<p>Matters arising from previous Minutes - none</p>																																	
8	<p>Communication -</p> <ul style="list-style-type: none"> The councillors discussed APC/APRGC communication needs. The Clerk agreed to update the website with information regarding APRGC and HB agreed to set up the Clerk as an admin for the APC Facebook page. 																																	
9	<p>To receive Clerk's financial report and to authorise issue of cheques</p> <ul style="list-style-type: none"> Approve bank reconciliation – The June 2021 bank reconciliation was approved. Approve payments – The payments for July 2021 were approved. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">JULY 2021 PAYMENTS</th> </tr> </thead> <tbody> <tr> <td style="width: 35%;">Conservation & Access</td> <td style="width: 55%;">Walliswood VH fencing repairs</td> <td style="width: 10%; text-align: right;">762.00</td> </tr> <tr> <td>Conservation & Access</td> <td>Playground & FG car park signage</td> <td style="text-align: right;">2,640.00</td> </tr> <tr> <td>Conservation & Access</td> <td>Walliswood Noticeboard & fence repairs</td> <td style="text-align: right;">864.00</td> </tr> <tr> <td>Mulberry & Co</td> <td>Payroll Services April-June 2021</td> <td style="text-align: right;">126.00</td> </tr> <tr> <td>Mulberry & Co</td> <td>Internal Audit 2021</td> <td style="text-align: right;">216.00</td> </tr> <tr> <td>Rebecca Anderson</td> <td>Clerks expenses July 2021</td> <td style="text-align: right;">313.83</td> </tr> <tr> <td>HMRC</td> <td>Clerks PAYE & NI July 2021</td> <td style="text-align: right;">392.81</td> </tr> <tr> <td>Jake Burley</td> <td>July 2021 GM</td> <td style="text-align: right;">1,117.80</td> </tr> <tr> <td>Seal Medical Supplies</td> <td>Defibrillator batteries</td> <td style="text-align: right;">335.95</td> </tr> <tr> <td colspan="2" style="text-align: center;">TOTAL</td> <td style="text-align: right;">6,768.39</td> </tr> </tbody> </table> <ul style="list-style-type: none"> S137 Grant Request from Okewood Hill Residents Association - The grant request for £223.24 for replacement batteries for the OH defibrillator was approved by Councillors Budget Report – The Clerk stated she had not had time to complete the Budget Report for QTR 1 2021/2022. The Chair stated he wanted to review financial position of the parish council asap. The Clerk stated the report would be produced for the next meeting in August 2021. 	JULY 2021 PAYMENTS			Conservation & Access	Walliswood VH fencing repairs	762.00	Conservation & Access	Playground & FG car park signage	2,640.00	Conservation & Access	Walliswood Noticeboard & fence repairs	864.00	Mulberry & Co	Payroll Services April-June 2021	126.00	Mulberry & Co	Internal Audit 2021	216.00	Rebecca Anderson	Clerks expenses July 2021	313.83	HMRC	Clerks PAYE & NI July 2021	392.81	Jake Burley	July 2021 GM	1,117.80	Seal Medical Supplies	Defibrillator batteries	335.95	TOTAL		6,768.39
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10	<p>Walliswood Village Hall Your Fund Surrey Fund Application</p> <ul style="list-style-type: none">Councillors discussed and agreed they could commit £1,000 to the project. The Chair asked the Clerk to communicate this and that APC would like to review any further contribution when considering the budget for 2022/2023. The Clerk made a suggestion, asking if the Councillors thought a Parish Office would be a good addition to the plans to expand WWVH. The Councillors agreed with the suggestion asking the Clerk to contact WWVHA with the agreed donation amount and the Parish Office suggestion.
11	<p>Walliswood Playground -</p> <ul style="list-style-type: none">Councillors reviewed both quotations and agreed to instruct Conservation & Access being the lower quote from a trusted contractor.
12	<p>Forest Green Telephone Box</p> <ul style="list-style-type: none">Councillors reviewed the information and quotation for works to repair the adopted telephone box at FG. Councillors agreed the Parish Council should not contribute such a large amount to repair the phone box as the other groups in Abinger had financed the repairs themselves as per the agreement between APC and the residents group. Councillors asked the Clerk to contact TW to communicate their decision.
13	<p>Countryside Access To Rural Dorking Project</p> <ul style="list-style-type: none">The Clerk updated the councillors regarding the response from Mary-Ann Edwards, the SCC East Surrey Countryside Access Officer who had responded with information as to how to survey the footpaths, way markers etc and how to report to SCC what works/improvements might be needed. The Clerk agreed to work with councillor DC as to the next steps.
14	<p>Date of next Meeting – 16th August 2021 , Abinger Hammer Village Hall commencing 7pm.</p>
15	<p>To consider excluding the public -</p> <ul style="list-style-type: none">The Clerk reported to the councillors she had been working extra hours and hadn't been able to do less hours some weeks (to balance this out) due to extra demands on her time from residents. Councillors agreed for the Clerk could make a claim for overtime hours and would review her

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	capacity and workload in the future if work demands continued at the same level.
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The meeting closed at 20.30pm