

# Mickleham Parish Council

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

Minutes of the Meeting held at 7:30pm on 13<sup>th</sup> January 2021

<b>Venue</b>	Held Remotely via Zoom
<b>Chair</b>	David Ireland (DI)
<b>Councillors</b>	Jane Brown (JB), David Ottridge (DO), Graham Clark (GC), Will Dennis (WD), Andrew McNaughton(AM), Kayleigh Hunter (KH)
<b>Clerk</b>	Feena Graham (FG)
<b>Attending</b>	District Councillor Elsie Rosam (ER), John Lowes (JL), Robin Rowland
<b>Item No.</b>	
<b>1</b>	<p><b>Opening Formalities</b></p> <p>(935) Apologies. County Councillor Hazel Watson.</p> <p>(936) Declarations of Interest/Requests for Dispensations. None.</p> <p>(937) The Minutes of the EGM held on 21<sup>st</sup> October 2020. Proposed by GC and seconded by AM - were approved.</p> <p>(938) The Minutes of the meeting held on 11<sup>th</sup> November 2020. One typo amended - proposed by JB and seconded by DO - were approved.</p> <p>(939) Chairman's Comments. DI updated the meeting on issues raised on the 2 previous meetings :</p> <p>Following Stuart Ansell's report on Box Hill School, at the EGM meeting, the school had prepared to welcome back their pupils for the new term in January. Most of the Christmas holidays were spent training for flow tests. On the 4<sup>th</sup> Jan teachers had completed their training during an Inset Day for the start of term on 5<sup>th</sup>, which is when the Government announced the closure of schools for the next lockdown. A number of the overseas students were already in transit at this point and upon arrival had to then self isolate. The school had to accommodate students and support them whilst trying to return home following the Covid restrictions. All teaching is now being done remotely and there are no boarders on site. The school is not planning to reopen until after the half term February break pending further Government guidelines.</p> <p>In reference to the minutes of the 11<sup>th</sup> Nov and the Retirement of Judy Kinloch from the Council. Judy would like to pass her best wishes to the Councillors and greetings for the New Year. Following her hospital stay she has returned home and is being supported by her son.</p> <p>In reference to getting in touch with Juniper Hill, regarding signage and access</p>

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	<p>from Headley Lane, DI had made contact with James Cartwright's successor, but has not heard anything since he made contact 6 weeks ago.</p> <p>WD confirmed the new person was called Robert Jones, and that the pedestrian and cyclist flow along the reservoir has increased. The enforcement put in place by James is not being followed through. The council will follow up and engage with Robert Jones.</p> <p>The issue of the emptying of litter bins has been resolved and bins will be emptied until the end of March 2021, after which the Council would have to pay going forward.</p> <p>DI reported there still seems to be a lack of understanding as to which bins pedestrians should use for litter and/or dog waste.</p> <p>The Bus Shelter is now in place and DI has received favourable comments from users.</p> <p>DI thanked WD for all his efforts and an article will be published in the February's edition of the Mickleham Magazine.</p> <p>WD confirmed we will still need to maintain and insure the Bus Shelter going forward.</p>
<b>2</b>	<p><b>Finance &amp; Formalities</b></p> <p>(940) DO had circulated the accounts and payments.</p> <p>Retrospective payments are :</p> <ul style="list-style-type: none"><li>£10545.60 - Bus Shelter</li><li>£171.00 - Refund for the Bus Shelter Plaque (David Ireland)</li><li>£480.00 - Periodic path clearing (Andrew Clark)</li></ul> <p>These payments were approved in advance by email and recorded as agreed.</p> <p>New Payments :</p> <ul style="list-style-type: none"><li>£19.99 - Refund for Fairy Lights for the Bus Shelter (Will Dennis)</li><li>£421.91 - Refund details circulated re adjustment to accounts (David Ottridge)</li></ul> <p>These payments were approved.</p> <p>The Bank reconciliation for January had been circulated in advance and was approved by the Councillors The Bank</p> <p>(941) DO had circulated Budgets for 2021/2022, with suggestions for the precept on 18 December 2020, as Mole Valley required the submission by last week. Precept remains at £7446.00.</p> <p>Application submitted on 21 December after Councillor's agreement via email. The Budget and Precept were approved.</p>

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	<p>When the new payments have cleared, the bank account will show a balance of £7237.95.</p> <p>DO confirmed a VAT refund on the Bus Shelter was still due.</p> <p>(942) Financial Regulations and Standing Orders brought forward from the meeting of 11<sup>th</sup> Nov for approval.</p> <p>WD talked the Councillors through the suggested changes which he had circulated in advance.</p> <p>Following Councillors' discussion both documents were adopted with the changes agreed.</p>
<b>3</b>	<p><b>Open Forum</b></p> <p>(943) No questions were raised in advance of the meeting</p> <p>DI invited Robin Rowland to raise any questions.</p> <p>None were raised at this point.</p>
<b>4</b>	<p><b>Planning</b></p> <p>(944) AM reported that no planning updates had come in since the last meeting in November. Mole Valley is still progressing with their Local Plan and Green Belt Review.</p> <p>DI had been asked by a Norbury Park resident to draw attention to a suggestion by SCC to create a kitchen garden at the Bothy where vulnerable young people, under the guidance of the Youth Officer and Youth Offending Team, would be encouraged to develop practical and personal skills.</p> <p>Katie McDonald of SCC had explained at a meeting with DI that a Master Plan for the estate was being developed, addressing current issues and considering how to enhance visitors' experience. Katie McDonald has promised to consult the PC at every stage and hoped that the details would be released before Christmas.</p> <p>DI said there was little the PC could do until the Master Plan was published and a planning application submitted but it was clear the future of Norbury Park would become a big issue for both the PC and the community and would change things considerably there.</p> <p>It was also stated that the next consultation on Future Mole Valley had been delayed until the summer of 2021.</p>
<b>5</b>	<p><b>Reports from Working Groups.</b></p> <p>(945) <b>Norbury Park Working Group.</b></p> <p>John Lowes(JL) had circulated his report in advance.</p>

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	<p>Copy to be sent to Robin Rowland. (Action/ FB).</p> <p>In summary DI/JL had met with Katie MacDonald and Kier Schiltz, from the Youth Offending Team at the Bothy.</p> <p>There are 2 issues :</p> <ul style="list-style-type: none"><li>• 1<sup>st</sup>, Youth Offending Team working in Norbury. This issue is very close to residences in Norbury Park, namely Norbury House and the Priory adjacent to the Bothy, where the youth offenders might possibly end up working. Keir Schiilts will be dealing with this and any security concerns.</li><li>• 2<sup>nd</sup>, Future development of Norbury Park. DI/JL spoke to Katie McDonald last week. JL shared her reply received today. Due to Covid they have been quite hectic, with some staffing issues. Consultants have been commissioned to do a Master Plan and the plan is to engage with residents by Easter.</li></ul> <p>JL answered any questions raised by the meeting.</p> <p>WD asked what the brief for the Consultants was. JL did not have a definite brief. GC raised concerns about parking. JL detailed that there were 2 existing car park areas both in Bocketts Farm and Young Street, both of which fall within Norbury Park, so this could be a start point for any future development.</p> <p>DI invited Robin Rowland to comment, who asked where the responsibilities lie. JL detailed that on April 1<sup>st</sup> 2020 management of Norbury Park reverted back from Surrey Wildlife Trust to SCC. The SCC Countryside Estate is still working closely with Surrey Wildlife Trust (SWT). SWT are now focusing on nature conservations, biodiversity, education and SCC is dealing with all other estate management issues, particularly public/visitor access.</p> <p>Robin Rowland detailed that Katie McDonald had not reached out to him as a landowner or resident regarding this matter. JL detailed Katie McDonald is responsible for the development and progress of the park, but the people responsible for lease holders and the freeholders falls under another group.</p> <p>AM asked what the target number of young people to train was. DL detailed that SCC was inspected by the Probations Cara Commission and found to be inadequate in its provision for Young Offenders, so aiming to improve that provision with projects like those proposed for Norbury Park. There will be no more than 2/3 young people in each team with double staffing providing supervision.</p>
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	<p>DI detailed that Katie McDonald has raised a number of suggestions regarding the use of the Farm within Norbury Park.</p> <p>Elsie Rosam asked for a copy of JL report to be forwarded to her.</p> <p><b>(946) Community Project Fund Working Group.</b></p> <p>KH updated the meeting with progress so far.</p> <p>Minimum application is for £10k, for larger projects. Proposals must follow some guidelines, such as making residences feel safer, does it bring in employment opportunities? Will it provide a greener area?</p> <p>When the proposal is submitted, it must demonstrate how the community has been engaged and that the Parish Council backs any proposal.</p> <p>KH has had a number of small projects that don't fulfil the £10K criteria, but grouped together, with similar outputs, maybe more viable. The money is available for 5 years, but once the money has been used no more submissions will be accepted during the time span.</p> <p>Ideas put forward were :</p> <ul style="list-style-type: none"><li>• Playground in Westhumble, location to be confirmed, possibly land near the Chapel currently owned by SCC.</li><li>• Signage to be put up to deter/slow cyclists, together with installing gates at certain locations.</li><li>• Extension of the current playground in Mickleham, to add more facilities for older children and adults such as outdoor gym equipment, football post or maybe a basket ball hoop.</li></ul> <p>DI detailed that the grant will not support any future costs going forward e.g maintenance costs.</p> <p>GC/AM raised the point that MPC doesn't cover Westhumble area. KH detailed that it was a community funding and available to both areas. It can be joined as long as it can be demonstrated that both parties support the proposal. The Westhumble Residents Association (WRA) is aware and happy for MPC to take the lead on coordinating this project rather than competing against each other.</p> <p>AM asked if the existing Mickleham playground was sufficient for both areas. DI confirmed the suggestion had come from WRA, and on foot the Mickleham area was not very accessible for families with small children crossing the main and very busy A24 road.</p> <p>There was some discussion over parking issues in Westhumble.</p> <p>DO detailed that any future running cost would include maintenance and insurance.</p> <p>DI detailed that WRA would need to include all of this as part of their proposal and compared it to the group that looked after the Mickleham playground.</p>
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	<p>Concerns were discussed about the desired effect of installing gates and who reads signs. The opportunity to install some gates/chicanes as funds may be available, was discussed due to recent issues that have come up regarding the abandoned car and quad bikes users cutting up footpaths and bridle ways. Also the correct use of footpaths, and cyclist not dismounting, causing damage to pedestrians.</p> <p>GC has spoken to SCC and Hazel Watson regarding the turned over car down Staines Street.</p> <p>CG asked what the top end of the grant was. KH confirmed there was none.</p> <p>DI summarised that ideas were still being progressed and it would come via the Working Group to the main council for final approval.</p>
6	<p><b>Coronavirus Update</b></p> <p>(947) DI invited JL, with his medical background, to comment.</p> <p>JL detailed that his information is the same available to the wider community. There are some encouraging signs of figures plateauing. Surrey's figures appear to be going down, but not in Mole Valley. A mortuary has been built in Headley to cater for the overflow from hospitals. JL confirmed that we should continue to follow the government guidelines.</p> <p>WD reported on :</p> <ul style="list-style-type: none"><li>• The WhatsApp group has 136 members as of today and is being used increasingly as a chat room and for buying and selling items, but also for requests for help, (for which it was originally set up). It remains a useful asset.</li><li>• With Helping Hands, a lot was done over Christmas, with parcels going to Leatherhead Start and the Meeting Room. There had been a huge amount of input from Mickleham, not so much from Westhumble area. As a result a place to deposit goods on the Westhumble side has been identified outside Sue Tatham's house.</li><li>• Two specific initiatives planned for Lent and Easter : The 1<sup>st</sup> is called Feed the Family and will target food and money for families that need assistance; the 2<sup>nd</sup> is an online Auction that will take place on Easter Monday at 6pm to raise money in place of the Village Party that cannot take happen due to Covid. Details will be published in the February's edition of the Mickleham Parish Magazine</li></ul>

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7	<p><b>Traffic Issues including Parking and Noise</b></p> <p>(948) DI updated the meeting :</p> <ul style="list-style-type: none"><li>• David Allbeury, from WRA, is coordinating a working group regarding noise and speed. Progress has been slow due to the Covid situation. Tim Hall was going to chair the next meeting, looking at issues including Ryker's Cafe, the use of additional cameras, traffic calming through Mickleham and possible car parking in stretches of Old London Road. None of the issues have moved forward at the moment.</li></ul> <p>GC asked if the funding could be used for improving the environment to include traffic calming through Mickleham Village.</p> <p>DO detailed that speed bumps are not allowed in non-street lit areas in public roads only private roads.</p>
8	<p><b>Additional Matters/Meetings/Reports</b></p> <p>(949) DI read through correspondence received :</p> <ul style="list-style-type: none"><li>• An update from Mark Dawson (Lead Ranger for NT on Boxhill/Headley Heath) following the latest lockdown guidance. In summary it details that following the PM's latest update, with the importance of people to seek fresh air, space and nature, our countryside areas in the Surrey Hills will remain open for local people to exercise. Visits to the Surrey Hills will not be published and in any website messaging visitors will be asked to stick to the rules and stay in their local area, not to park on yellow lines, residential roads or driveways, and will reiterate the need to respect each other and the environment and rules also to be mindful of the guidelines, asking people to take their litter home and keep dogs on close control. The Boxhill cafe will be closed at the weekend. The car parks will remain open to avoid parking being displaced onto residential and surrounding road sides.</li><li>• Following a mention of a bonfire in Dell Close at the back of the house known as the Police House, upon investigation this was due to the issue of ash dieback and as a result trees have been felled and burnt, on the Hobbs' land.</li><li>• Letter from David Judd (in Camilla Drive) re upgrading their internet and applying to Openreach for installation and eligibility for vouchers, similar to those secured by residents in Mickleham.</li><li>• The issue that arose about the abandoned vehicle on the footpath coming down towards the King William Pub. Reports were raised by both DI and</li></ul>

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	<p>David Kennington. MVDC would investigate the possible removal of the vehicles.</p> <p>(950) FG read through items received :</p> <ul style="list-style-type: none"><li>• Update on the Census due March 2021.</li><li>• Council briefing on Gatwick Issues from the Gatwick Area Conversation Campaign inviting local councils to a virtual meeting, details to be forwarded.</li><li>• The Parish Notice board at the bottom of School Lane will be replaced and FG is in the process of obtaining quotes for Council approval.</li></ul>
9	<p><b>Future Meetings</b></p> <p>(951) Next 3 meetings : Wednesday 10<sup>th</sup> March. Wednesday 12<sup>th</sup> May (include Annual Parish Council Meeting). Wednesday 14<sup>th</sup> July.</p>

**The meeting closed at 9:30 pm**