Abinger Parish Council

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

Minutes of APC Council Meeting held on 19th June 2023 at 7pm

Venue	Abinger Common Village Hall
Councillors	Paul Cleaver (PC), Deardre Cunningham (DC), Maria Belcher (MB) Ed Bigland (EB) Ros Doree (RD) Eliza Rudkin (ER) Philip Rawlings (PR) Lin Roworth-Stokes (LRS)
Clerk	Beccy Anderson (BA)
Attending	Paul Cleaver (PC), Deardre Cunningham (DC), Maria Belcher (MB) Eliza Rudkin (ER) Lin Roworth-Stokes (LRS)
Item	
1	**Attendance and Apologies for Absence -** Cllrs EB, RD & PR
2	**Declarations of Interest –** All councillors are the trustee for APRGC.
3	**Public Question Time** • Members of the public attended to be updated re the request for a playground at Forest Green. The Chair informed residents of the visits of the new councillors to Forest Green was to acquaint them with the site and inform them of all considerations such as the Esso pipeline, ditches and metalworks. The Chair and the Clerk explained the task for tonight was councillors to agree the amended Scheme of Delegation/Terms of Reference to set up a Parish Council Working Group and discuss how best to recruit volunteers.
4	**Approval of the Minutes of the Parish Council meeting held on 22nd May 2023** • The Minutes of the meeting having previously circulated were taken as read and approved.
5	**Planning** • Councillors noted the minutes of the meeting of 5th June 2023.
6	**Matters arising from previous Minutes -** None
7	**To receive Clerk's financial report and to authorise issue of cheques.** • Approve bank reconciliation – Councillors approved the May 2023 bank reconciliation.

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- Approve payments – The payments for June 2023 were approved.

			JUNE 2023 PAYMENTS	
	19/05/2023	The Evelyn Hall	Hall Hire April, May & June 23	97.50
	19/05/2023	Gallagher Insurance Brokers	APC Insurance 2023/2024	1,439.49
	19/05/2023	Rebecca Anderson	Clerks expenses June 2023	83.06
	19/05/2023	HMRC	Clerks PAYE & NI	437.80
	19/05/2023	Jake Burley	Grounds Maintenance June 2023	1,211.49
			TOTAL	3,269.34

- Internal Audit Report – Councillors reviewed and approved the Internal Audit Report for 2022/2023.

8 **Amendments to the APC Terms of Reference/Scheme of Delegation**

- Councillors reviewed the draft document and approved the amendments to include Terms of Reference for Working Groups and a Forest Green Playground Proposal Working Group to consist of 3 or more councillors and up to 7 members of the public. The Clerk was instructed to upload the amended document to the APC website.

9 **Playgrounds**

- Abinger Common – Cllr ER reported rubbish was found in the playground after the Abinger Fair and Jake B had reported the hedge had been cut at AC without permission. It was scheduled for JB to cut at the end of summer so as not to disturb nesting birds. Cllrs asked the Clerk to email the Abinger Fair to inform them of both issues.
- Walliswood – Cllr DC reported she had contacted the family who had placed the memorial bench that was now broken. She was informed they had removed the broken bench.
- Forest Green – Councillors discussed the next steps after agreeing the Terms of Reference for the FG Working Group. It was agreed the next step would be asking for volunteers for join the Working Group, asking for volunteers who could offer skills needed for the group. The Clerk was instructed to draw up an advert that could be loaded to the APC website, distributed to Whatsapp groups and contacts in FG and put on APC noticeboards. Cllr DC reported the PC had received a response from Forest Green Village Hall Committee regarding the possibility of siting a playground in the Village Hall grounds. The Village Hall Committee had

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	decided they did not wish a playground to be sited in the grounds as it would affect bookings that wish to use the hall and grounds for events.
10	**Request for funding for a defibrillator to be sited at The Dene, Abinger Common** • Cllr MB reported that the funding source investigated (The British Heart Foundation) offer grants but were currently closed for applications until October 2023. Councillors agreed to re-visit this after that date.
11	**Tree Watering of newly planted SCC trees** • Councillors reported – Cllr DC reported the Sweet Chestnut at FG was being watered by a resident. Cllr PC agreed to check and water the trees at AH. Cllr ER agreed the watering at AC could be shared by Herself and Cllrs EB and PR. The Clerk agreed to contact residents local to Walliswood Recreation Ground to enquire if they would check and water the trees there.
12	**Bank Closures** • Councillors discussed the email from MVDC regarding the proposed bank closures asking for responses. The Clerk was instructed to reply on behalf of the PC to state the PC would object to anymore bank closures in Dorking.
13	**Ewhurst Brickworks** • Cllr RD was absent due to sickness. The Clerk was instructed to ask Cllr RD to forward any update to be passed onto all councillors.
14	**Walliswood Village Hall Committee** • Cllr RD was absent due to sickness. The Clerk was instructed to ask Cllr RD to forward any update to be passed onto councillors.
15	**Silhouette Tommies** • Councillors discussed the fact no permanent sites had been found so far. Councillors agreed Cllr PC would arrange collection of the tommies with the Clerk from storage at Walliswood Village and store them until it was agreed what should happen with the tommies before the next Remembrance Day in November 2023.
16	**Chairs announcements - None**
17	**Date of next Meeting** – Monday 17th July 2023, 7.15pm Forest Green Village
18	**Matters to consider excluding the public -** • No matters needing discussion

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The meeting closed at 20.00pm