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| **Date & Time:** | Monday 18 July 2016 at 8:00pm |
| **Venue:** | Abinger Hammer Village Hall |
| **Chair:** | Ros Doree (RD) |
| **Clerk:** | Trevor Haylett |
| **Councillors:** | Gary Bennett (GB), Richard Frost (RF), Mike Brady (MB), Peter Farley (PF) |
| **Present:** | Henry Barnard (HB) |

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| **No.** | Item |
| **1/7/16** | **Apologies were received from** Deardre Cunningham, Paul Cleaver and William Corke. |
| **2/7/16** | **To receive any declarations of interest -** All Councillors declared trusteeship of Abinger Parish Recreation Grounds  Charity (APRGC). |
| **3/7/16** | **To confirm and sign minutes of the meeting held on 16 May 2016** – The minutes were not available and it was  decided to defer signing them until the September meeting. |
| **4/7/16** | **New Councillor** – RD welcomed Henry Barnard to the meeting. He had expressed an interest in  filling the vacancy in the North Ward and was co-opted onto the Parish Council, proposed by RD and seconded  by RF. |
| **5/7/16** | **Finances** (a) **Financial statement -** the Clerk’s financial report and the following payments were approved: T. Haylett - £551.95;  Burleys - £443.09; Rodney West - £600; Zoll Medical - £264; Okewood Hill Village Hall - £34; Safeplay - £60.  (b) **Financial Return** – the Clerk reported that the Internal Auditor had now returned the financial documents relevant to  2015/16 and when the period of public disclosure has ended the next step is to present the figures to the External  Auditor.  (c) **Section 137 Grants** – An application had been received from the Okewood, Ockley and Forest Green Flower Show  asking for £675 to purchase two secondhand gazebos and 80 chairs. Councillors acknowledged the importance of  this event which is always well supported but raised questions about the chairs; why that number were needed in  addition to what the organisers already had and where they would be stored. RF said he also wanted to see the  accounts for the Show itself.  **Action:** The Clerk would go back to the organisers and ask for clarification on those points. |
| **6/7/16** | **Defibrillators –** RD explained that all four defibrillators had now been installed across the parish and the next step was  to put up notices in various locations such as the Scarlett Arms, the Parrot Inn, Abinger Hatch, The Volunteer, The  Post Office House, Abinger Hammer, as well as Parish Council noticeboards, explaining that the defibrillators were  available for use. RD added that it was intended to run another Heart Start course, at Abinger Hammer, later in the  year.  **Action:** the Clerk will purchase a laminator and produce the notices. The clerk will also supply MVDC with the  postcodes of the various defibrillators. |
| **7/7/16** | **Public Question Time –** No questions. |
| **8/7/16** | **Planning –** GB explained that a meeting of the planning committee had been held over the application at Okebrook and  comments had been submitted in relation to the change of use from agricultural to residential. The application was  subsequently withdrawn.    With the proposal at The Old Observaory, observations were submitted with  regard to the historical nature of the building.    The following applications had been received since the May meeting:   MO/2016/1048/PLAH - Buttercup Cottage, Horsham Road, Wallis Wood – detailed householder  MO/2016/0736/PLAH - Willows, Horsham Road, Wallis Wood – detailed householder  MO/2016/0995/CC  - Holmbury Farm, Cotton Row, Abinger – compliance with conditions  MO/2016/0976/PLA - Pisley Farm, Holden Brook Lane, Ockley - detailed  MO/2016/0907/CAT - Hillview, 1, Stane Street, Ockley – conservation area trees  MO/2016/0809/PLA - Ockley Station, Station Approach, Ockley - detailed  MO/2016/0958/PLAH - Furzen Wood, Abinger Lane, Abinger Common – detailed householder  MO/2016/0916 - Okebrook, Ockley Road, Forest Green – agriculture to residential WITHDRAWN  MO/2016/0869 - Willows, Horsham Road, Wallis Wood – detailed householder  MO/2016/0743 - Furzen Farm, Furzen Lane, Wallis Wood - detailed  MO/2016/0367 - The Old Observatory, Sheephouse Lane, Abinger – detailed householder  MO/2016/0753 - Water Lane House, Water Lane, Abinger Hammer – detailed householder  MO/2016/0762 - Okebrook, Ockley Road, Forest Green - detailed  MO/2016/0768 - Redcot, Abinger Lane, Abinger – compliance with conditions |
| **9/7/16** | **Surrey County Council Highways**  **Highways –** Concern was again expressed about the state of the verges and the fact that no cutting appeared to have been carried out by MVDC.  MB raised the matter of the Walliswood culvert repair and said that in view of the problems there taxpayers should not have to bear the cost of the project running £40,000 over budget. **Action –** the Clerk will email County Councillor Hazel Watson and explain that the Parish Council are unhappy with several aspects of this work and particularly the fact that it was significantly over budget.  **Roadside declutter –** RF pointed out that many of the road signs were in a bad condition. **Action:** It was agreed to email Hazel Watson and point out that rather than the focus on decluttering, attention should be paid to ensure existing signs are upright and cleaned. **Reporting of pot holes –** After an earlier discussion on this, it was agreed that Parish Councillors would have to compile a report for the SCC website themselves rather than feed information to the Clerk. |
| **10/7/16** | **Telephone Box at Abinger Hammer –** RD explained that William and Emma Corke no longer had an interest in  maintaining the Box and RD said it wasn’t something that parish council money should be spent on. The Parish  Council website has posted an appeal asking for residents to come forward if they are interested in taking on the  maintenance and insurance of the Box which has been decommissioned.   There are telephone boxes still in use at Forest Green and Walliswood (2) and they were reported to be  in a shocking state while the one at Abinger Common was said to be in better condition.  **Action:** the Clerk will complain to BT about the state of the boxes at Forest Green and Walliswood and also the  fact that the box at Forest Green is not working order. In addition HB will spread the word in Abinger Hammer  and see if anyone is prepared to take on the Box. Notices will also be put on noticeboards. |
| **11/7/16** | **Fencing at Abinger Hammer   Cricket club safety fencing –** With the playground improvements, the safety fencing no longer covers the entire  playground and the cricket club had intimated in a telephone call that they would be looking for the Parish Council  to contribute to the costs of extending the fencing. MB said that the cricket club would have a duty of care to the  playground users and RF added that if the cricket club were engaged in an activity that was potentially dangerous  then they should bear the costs. HB explained that it did not have to be a permanent structure and mentioned  another cricket club where a curtain-type fence was used for matches. **Action:** RD will talk to the cricket club chairman John Philpin about the issue and the Clerk will find out the view of  the insurance company.   1. **Fencing round the entire playground provided by APC –** Fencing was required to go round the new  playground and it was agreed that it should be an upright picket fence with plain wood and should include a  gate.  **Action:** the Clerk will obtain three quotes for the work while the ditch will be cleared in advance of the fence being 2. installed. |
| **12/7/16** | **Playgrounds** – All had been checked and no problems were reported with the exception of the fencing at Abinger  Common where half a dozen uprights had been removed. |
| **13/7/16** | **Funding for Parish Councils to conduct renewable energy feasibility studies** – RD read out a letter from Carbon  Smart, a company offering grant funding for a renewable energy feasibility study of up to £20,000. It was decided  not to pursue the offer. |
| **14/7/16** | **SALC** – The Chairman and Vice-Chairman have been notified about a planning update event which will be held in  November. |
| **15/7/16** | **Bye-Laws** –GB explained that a meeting of Councillors had been held to update the bye-laws and to identify  separate bye-laws for Abinger Hammer, Abinger Common and Forest Green. The Clerk will formulate that into  three separate drafts and circulate for Councillors to review. The final part will be a period of public consultation  and press coverage. |
| **16/7/16** | **Invitations/Correspondence –** None |
| **17/7/16** | **Dates of future Parish Council meetings:**  19 September 2016 – Okewood Hill Village Hall  21 November 2016 – Abinger Common Evelyn Hall |
| **18/7/16** | **Any additional items to discuss** –The Clerk raised the question of switching to internet banking and explained  that the advice from SALC was that this was ok as long as safeguards were in place. The feedback from  other parish councils was that the majority continued to use cheques. GB felt it would potentially cause  more problems than the time it would save and it was agreed to continue with the present system. |

The meeting closed at 9:28pm