

# Mickleham Parish Council

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Minutes of the MPC Meeting held at 7.30pm on 11 September 2024

<b>Venue</b>	Ranmore Room
<b>Chair</b>	David Ireland (DI)
<b>Councillors Present</b>	Graham Clark (GC)                      John Lowes (JL)
	Andrew McNaughton (AM)              Gill Wilson (GW)
<b>Clerk</b>	Feena Graham
<b>Attending</b>	District Cllr Chris Budleigh District Cllr Leah Mursaleen-Plank
<b>Members of the Community</b>	-

<b>Item No</b>		<b>Action:</b>
<b>1</b>	<p><b>(1/09/24) Opening Formalities</b></p> <p><b>1.1 Apologies for absence</b> Will Dennis (hols) Emma Flynn (unwell) Dave Sadler, Police Community Support Officer</p> <p><b>1.2 Declarations of Interest/Requests for Dispensations</b> None.</p> <p><b>1.3 Agree the Minutes of the Meeting held on 10<sup>th</sup> July 2024</b> Minutes were approved by Parish Councillors present and duly signed by the Chair.</p> <p><b>1.4 Chair's Comments</b></p> <ul style="list-style-type: none"><li>• <b>07/24 2.2 Public Questions</b> The security of our MPC website was raised previously and the view of moving to a gov.uk domain. The Clerk confirmed that this was being followed up and Hugo Fox (our current web host) has recently sent comms outlining their progress. Further details will be forward once more received.</li><li>• <b>07/24 6.2 Notice Board – Recreation Ground</b> DI reported this is now in place and thanked J Wilson for the work carried out.</li><li>• DI informed the MPC that he will be retiring as Chair at the end of this year (March 2025) and asked all Councillors to think about recruiting a new Councillor and about the choice of Chair.</li></ul>	
<b>2</b>	<p><b>(2/9/24) Open Forum</b></p> <p><b>2.1 Liaison between Surrey Police and Mickleham Parish Council</b> Dave Sadler, Police Community Support Officer had sent his apologies as he was unable to attend this evening's meeting. The Periodic Police Report for 10<sup>th</sup> July to 11<sup>th</sup> September 2024 received from Andy Reid, Office Manager, Mole Valley Safer Neighbourhood Police Team, was accepted by MPC. DI ran through the incidents recorded which consisted mainly of driving incidents.</p> <p><b>2.2 Public Questions</b> None raised.</p>	

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<p>3</p>	<p><b>(3/9/24) Finance &amp; Formalities</b></p> <p><b>3.1 Approve Accounts for Payments</b></p> <p>Retrospective payments are:</p> <ul style="list-style-type: none"><li>£295.20 - To Nigel Jeffries for two grass cuts in July for the Recreation ground.</li><li>£149.15 Refund to the Clerk for payment final payment for Zoom, postage/ printer ink / refill Dog Waste bags x 2 packs.</li></ul> <p>New Payments are:</p> <ul style="list-style-type: none"><li>£54.0 - To Mulberry and Co for New Councillor Training (EF 12/09/24)</li></ul> <p>All Parish Councillors present agreed and one cheque was signed for payment.</p> <ul style="list-style-type: none"><li>• The payment of £500 agreed (January 2024) and paid after the last meeting (July 2024) was refunded to the Clerk, as the Church PCC did not want to accept a paper cheque, rather an online payment. The Clerk made that payment online.</li></ul> <p><b>3.2 Agree Bank Reconciliation</b></p> <p>The bank reconciliation up to the 05 August 2024 had been circulated and was approved by all Parish Councillors present and signed by the Chair.</p> <p>The current bank balance after all agreed payments is: £3445.47</p> <p>The Clerk/RFO confirmed:</p> <ul style="list-style-type: none"><li>• The second instalment of the precept payment of £5196.50 is due this month.</li><li>• The first order was placed for refill dog waste bags since the purchase of the Dispenser and the initial bags bought at the same time. Costs of ongoing refills would need to be built into the next budget as an ongoing cost.</li></ul> <p><b>3.3 Annual Governance Review</b></p> <p>The Clerk/RFO had forwarded documents in advance of today's meeting. The readoption of the following documents were agreed by all Parish Councillors present:</p> <ul style="list-style-type: none"><li>3.3.1 Financial Regulations</li><li>3.3.2 Standing Orders</li><li>3.3.3 Code of Conduct</li><li>3.3.4 Risk Register</li></ul> <p><b>3.3 Agree signatories for the MPC Bank Account</b></p> <p>The Clerk/RFO outlined the issue of updating the signatories for the MPC Bank Account.</p> <p>It was agreed by the Parish Councillors present that David Ireland and Will Dennis will remain as signatories and Graham Clark, and the Clerk covering the RFO role would be added as new signatories.</p> <p>The Clerk to update details with the bank in line with a handover from David Ottridge.</p>	<p><b>Action / Clerk</b></p>
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<p>4</p>	<p><b>(4/9/24) Planning</b></p> <p><b>4.1 Planning Applications Submitted</b> (since the last MPC meeting)</p> <p>4.1.1 1 Dell Close Cottages / Erection of single storey rear &amp; first floor rear extension (Approved with Conditions 29/08/2024)</p> <p>4.1.2 St Micheal’s CofE Infant School / Tree works (Withdrawn 15/08/24)</p> <p>4.1.3 The Rectory, Old London Road / Tree works (No Objections 29/08/24)</p> <p>4.1.4 The Coach House, Fredley Park / Erection of single storey infill extension</p> <p>4.1.5 St Michaels Cottage, London Road / Insertion of new patios doors</p> <p>4.1.6 The Cottage, Norbury Park / Demolition of existing garage, erection of a part two storey/part single storey</p> <p>A query was raised about the boundary line for The Cottage, Norbury Park. GC detailed that the land would be sold as plots and details would be in the planning details. No further comments were raised.</p> <p>AM reported on general planning with the onset of changes coming in with the new government regarding the numbers of new housing to be increased. It is estimated that the housing figures will be doubled based on the Local Plan. Mole Valley housing figure increases to approx. 757.</p> <p>District Cllr Leah Mursaleen-Plank confirmed that the Mole Valley planning committee has changed since the Election, so different people will be looking at the plans when they become adopted.</p> <p>AM confirmed that he and WD are still exploring the possibility of a local project within Mickleham/Westhumble based on the project in Poland Meadow, in Brockham as discussed in May’s meeting.</p>	
<p>5</p>	<p><b>(5/9/24) Reports from Working Groups</b></p> <p><b>5.1 Norbury Park Working Group</b></p> <p>i. <b>Tenancy</b></p> <p>DI provided an updated on the tenancy issues: Conservative Cllr Tim Hall, for Leatherhead and Fetcham East area had approached DI, as he, too was dealing with a member of his community living in Norbury Park with a tenancy issue. Cllr Hall asked to meet with DI/WD to discuss this further. Cllr Hall detailed in the meeting on 9<sup>th</sup> June, that he had arranged a meeting with Helen Clack, County Cllr for Dorking Rural, Charles Maxlow-Tomlinson (CEO Halsey Garton) and Natalie Bramhall (SCC cabinet member for property, waste and infrastructure). Cllr Hall reported back that Hasley Garton have bought an amount of stock (land/property) from SCC, with the</p>	

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	<p>intention of selling some the properties to fund the repair of others. The more marketable were more attractive when sold with vacant possession, thus the existing tenants being given notice to vacate.</p> <p>Hasley Garton have now agreed not to evict any of the tenants, whom the MPC have been assisting, in the short term.</p> <p>There is a further tenant that has approached WD with a similar issue.</p> <p>Cllr Hall did detail that an area in Norbury Park was investigated for the affordable housing project for the area, but this was declined due to lack of funds.</p> <p><b>5.1.2 Housing Needs Survey</b> Awaiting details, carry forward to next meeting.</p> <p>JL confirmed the next Norbury Park forum is scheduled for next week and he had no further updates.</p> <p>AM raised the issue of water pollution and dog walking in the area and how we notify walkers.</p> <p>District Cllr Leah Mursaleen-Plank referred to news bulletin regarding signage detailing safe times to go into the water of the River Mole.</p> <p>District Cllr Leah Mursaleen-Plank agreed to follow this up.</p>	<b>Action / Cllr LMP</b>
<b>6</b>	<p><b>(6/9/24) Council Purchase /Assets</b></p> <p><b>6.1 Bus Shelter</b> ToolBoxTony has been asked to quote for the work and will meet up with WD to discuss repairs and then submit a quote for approval of any work.</p> <p><b>6.2 Notice Board – Recreation Ground</b> As disused previously renovated and back in situ.</p>	<b>Action/ Clerk</b>
<b>7</b>	<p><b>(7/9/24) Traffic &amp; Parking &amp; Noise</b></p> <p><b>7.1 Speedwatch Group Update</b> Angela Ireland had forwarded details of the group’s recent watch in July/September. DI read out their report:</p> <ul style="list-style-type: none"> <li>• The group have continued over the summer to monitor the traffic on Saturdays and Wednesday evenings when Rykas run their events.</li> <li>• Offenders on Saturdays recently have been cars rather than motorbikes.</li> <li>• The last Wednesday evening session on 4th September produced no offenders at all, although Rykas events appear to have finished for the season.</li> <li>• Box Hill School has now returned for this term, so further monitoring during the morning and afternoon traffic will be conducted.</li> <li>• One of the volunteers will be doing a watch on Sunday afternoon going forward.</li> </ul> <p>A question was raised regarding the trading hours of Ryka’s and whether they had changed.</p> <p>District Cllr Leah Mursaleen-Plank agreed to follow this up.</p>	<b>Action / Cllr LMP</b>

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	<p><b>7.2 Parking Swanworth Lane/Old London Road</b></p> <p>DI reported on the concerns raised with parking in this area. The gentleman who had been parking in this area has been given tickets and has subsequently challenged them.</p> <p>There have been suggestions about erecting a sign and siting it in the road a foot away from the Box Hill School boundary wall. DI will be progressing this with Box Hill School.</p> <p>The hedges in the raised beds along Running Horses Pub are causing a problem as they obscure the view for vehicles exiting Swanworth Lane at the junction with Old London Road.</p> <p>DI has followed this up with Richard Brown and Manu Batt from the Pub.</p> <p>The proposed speed limit of 20mph in Old London Road adjacent to the school entrance is still being processed.</p> <p>The parking in the area is still an ongoing issue and doubles during term time. This is to be included in the follow-up discussion with Box Hill School.</p>	<p><b>Action / David Ireland</b></p> <p><b>Action / David Ireland</b></p>
<b>8</b>	<p><b>(8/9/24) Emergency Plan – Community Plan to be approved.</b></p> <p>WD has forward a draft of the Emergency plan ahead of this meeting for approval by the Councillors.</p> <p>No questions were raised and the plan was approved by all Parish Councillors present.</p>	
<b>9</b>	<p><b>(9/9/24) Urgent Items Received by The Chair</b></p> <p><b>9.1 Recreation Bins</b></p> <p>District Cllr Leah Mursaleen-Plank has followed up the issue of the bins not being emptied on a regular basis. The break in service was a result in staff turnover and new colleagues not being aware that the Recreational Ground bins needed to be emptied on the normal rounds. Communications have been put in place now to ensure a proper handover and the bins are being emptied as part of the weekly rounds.</p> <p>Kirsten Johnston had forwarded a report to be discussed should there be a need for an alternative plan of action. It was agreed to wait for normal service to be resumed before considering this report.</p> <p>The lids on the bins are broken and may be a hazard. It was agreed that GW would investigate what was needed, arrange a quick fix and report back to District Cllr Leah Mursaleen-Plank for any follow up.</p> <p><b>9.2 Council approval to attend SLAC AGM 7 Conference 19<sup>th</sup> Nov 2024.</b></p> <p>It was agreed that Cllr David Ireland and Feena Graham would represent the MPC at the next 2024 Surrey ALC AGM and allowed to vote on behalf of the MPC if required.</p>	<p><b>Action / Gill Wilson</b></p>

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	<p>DI asked for volunteers to attend various consultations online on behalf of the MPC and report back:</p> <ul style="list-style-type: none"> <li>• South Western Railway “Stakeholder Live” session, 23<sup>rd</sup> September 2024 Note: AM to follow up</li> <li>• Mole Valley Local Cycling and Walking Infrastructure Plan (LCWIP) Members Briefing. Note: EF to follow up</li> <li>• Surrey Hills National Landscape (AONB) Boundary Variation Project JL agreed to follow this up as part of Norbury Park.</li> </ul> <p>The Clerk to forward any necessary emails</p> <p>DI reported that the automation of the Church Clock at St Michaels will start on the 17<sup>th</sup> September. Whilst this is taking place the clock will be out of action for a few days.</p> <p>DI invited the District Councillors to raise any issues.</p> <ul style="list-style-type: none"> <li>• District Cllr Chris Budleigh asked for feedback on the current postal delivery and reported that Westhumble RA had reported the same concerns. Chris Coughlan (MP) has written to the Secretary of the Board of Trade about the postal service in this area.</li> </ul>	<p><b>Action / Clerk</b></p>
<p><b>10</b></p>	<p><b>(10/9/24) Next Meetings:</b></p> <p>Wednesday 13 November 2024 (inc. Children’s Recreation Ground Trust Meeting)          Wednesday 08 January 2025          Wednesday 12 March 2025</p>	

**DI thanked everyone for attending. The meeting closed at 8.25pm**

Signed as a true record of the meeting, and approved at the Full Parish Council Meeting on the 13 November 2024:

**Signed: ..... David Ireland / 13 November 2024.....**

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