

## MINUTES

(To be approved at the next meeting)

### **Warlingham Parish Council**

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#### **MINUTES OF THE MEETING OF WARLINGHAM PARISH COUNCIL HELD ON 1 FEBRUARY 2017 AT WARLINGHAM LIBRARY, SHELTON AVENUE, WARLINGHAM.**

**PRESENT:** Cllr Simon Morrow (in the chair)      Cllr Jane Newsome  
                  Cllr Anna Patel                                      Cllr Keith Prew

**IN ATTENDANCE** – Gina Caunt

**17/018. APOLOGIES** have been accepted from Cllrs Adams, Andrews, Bloore, Cooley, Evans, Steer and Woods.

#### **17/019. DECLARATIONS OF INTEREST**

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter:

- (i) any Disclosable Pecuniary Interests (DPI's) in respect of any item(s) of business being considered at the meeting and/or
- (ii) other interests arising under the Code of Conduct in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. – None declared.

**17/020. DISPENSATIONS** – None requested.

#### **17/021. MINUTES**

The minutes of the meeting held on 11 January 2017 had been circulated and were signed by the Chairman as a true record.

#### **17/022. MATTERS ARISING**

**Warlingham Village Primary School Governor** – It was noted that a poster is still awaited to advertise the School Governor vacancy on our notice board, GC to make contact.

**ACTION GC**

#### **17/023. PLANNING**

##### **a. Report on the planning committee meeting held on 24 January 2017**

At the meeting held on 24 January 11 applications were considered and one objection lodged with TDC.

##### **b. Planning Training**

TDC are providing training to our Councillors on 7 March 2017.

##### **c. Knights Garden Centre**

The recent planning application to extend the car park will go before the TDC Planning Committee next week and JN agreed to represent the Parish Council in their objection to this application.

**ACTION JN**

#### **17/024. FINANCE**

##### **a. Payments:** The following payments were authorised

Gina Caunt (clerk salary for January)	£569.76
The Surrey Pension Fund (clerk pension for January)	£248.93
Tina Picanza (volunteer coordinator salary for January)	£189.63
HM Revenue and Customs (tax and ni Q3)	£573.90
Gina Caunt (reimbursement for virus protection)	£29.99
Tina Picanza (library expenses)	£31.35

## **17/025. THE GREEN**

### **a. The Greens Appearance and Vitality**

The planter by Kens Autos has been moved back into place. GC will investigate the cost of fixing a planter to the ground. The ticket machine in the shoppers car park is now working. The large plastic poppies are still on display, SM will ask DC to request that the WW1 Committee arrange for their removal.

**ACTION SM**

### **b. The Green Improvement Project**

Random Greenway hopes to have the plans revised by next week.

### **c. Nat West Bank closure**

A letter has been sent to Sam Gyimah MP to express our concern at the proposed closure of the Bank. A meeting has been arranged for 10 February by Sam Gyimah MP with an executive from Nat West Bank. DC and a local campaigner have been invited to attend. DC to report back at the next meeting.

**ACTION DC**

### **d. Banners and Posters**

The planning application submitted by the Parish Council for banners on the village green is likely to be approved by TDC shortly. Once permission has been granted SM will contact TDC for confirmation that they are happy with our rules.

**ACTION SM**

### **e) The Future of The Green**

RB has started work on looking at how the composition of businesses on The Green may change in future years.

## **17/026. SURREY HIGHWAYS**

- a. Highways Defects** - The grass verge in Shelton Avenue by the side of the Library is very badly damaged, the damage was reported to Highways and they have advised that they do not have the resources to carry out grass verge work at this time. The damage has been caused by vehicles trying to pass parked vehicles on the opposite corner because the double yellow lines have not been extended to the corner. GC to write to SCC to ask that the double yellow lines are extended to the corner.

**ACTION GC**

The Beech Tree hedge bordering Blanchmans Farm on Leas Road is overgrown, GC to contact Blanchmans Farm Management Committee to ask that it be cut back.

**ACTION GC**

The double yellow lines and zig zag markings by Warlingham Village Primary School are badly faded and require repainting, JN has reported to SCC. JN has also contacted the PCSO to ask him to visit the area at School drop off times as vehicles are parking on the double yellow lines.

- b. Parking Enforcement** – TDC has advised that they are talking to potential parking enforcement providers as part of the current Parking Review and proposals will come forward to Community Services Committee later this year. It is anticipated that the Parish Council will be able to buy in to additional parking enforcement.

- c. Street Lighting** – In October, Surrey's Cabinet approved a proposal to turn off the street lights on most roads across Surrey between midnight and 5am. This has already been rolled out in some areas and it is planned to implement it in Tandridge from March. District councillors have been advised that all roads in Warlingham other than Limpsfield, Hillbury and Westhall will be affected. It was agreed to write to County Councillor David Hodge to ask that Narrow Lane, Succombs Hill, Farleigh Road and Sunny Bank street lights are also kept on.

**ACTION GC**

### **17/027. WARLINGHAM APPEARANCE**

#### **a. Westhall Road Field update**

CS has made contact with Mr Whatley from Strutt & Parker the managing agents. Mr Whatley has advised that he has been in discussion with the tenant of the field and is pursuing the contractor to cut the hedge and will progress with an alternative contractor on behalf of the tenant if progress is not made this week. GC to contact Mr Whatley to request that the litter is also cleared from the field.

**ACTION GC**

#### **b. Other**

Street Signs: the dirty street signs we advised to TDC have been cleaned and faded signs in Farleigh Road and Waterfield Drive will be replaced with new signs.

Litter: AP will arrange a litter pick in the spring. The accumulation of litter in the Shelton Avenue car park has been cleared by TDC.

### **17/028. NEWSLETTER and WEB SITE**

KP presented more statistics on website visits. SM suggested a community events page on our website with a timetable of community events and this was thought a good idea. SM will produce a list of organisations to contact and will draft a letter for discussion at the next meeting. The next CR6 should include the launch of the Warlingham Logo competition as it had been agreed to launch in March. SM will contact KE for a launch article. SM will also write a parking enforcement update and something on the proposed street light switch off

**ACTION SM/KE**

### **17/029. WARLINGHAM LIBRARY**

We are still waiting for the new license from SCC and for the installation of the Defibrillator. Compared to October-December 2015 visits to the library in the last quarter of 2016 are down by 0.9% and lending is down 2%. There was a 3% reduction in membership over 2016, and measures to address this have been agreed by the Management Committee. The laptop we bought needs technical support and Stephanie Kerry will be contacting the Clerk to discuss this. The WW1 exhibition will be in the library on Sunday 19 March.

### **17/030. COMMON LAND**

The agreed tree works to the boundary with the Cottages will take place on 10 February.

### **17/031. WARLINGHAM WAR MEMORIAL**

The pre-application grant form has been submitted to the War Memorials Trust. The Surrey County Council Local Committee grant application has also been submitted.

### **17/032. SNOW CLEARING UPDATE**

The snow clearance was very successful in January with lots of volunteers helping. A wheelbarrow would be useful for transporting the grit from the storage locations to the gritter and KP will ask TDC if they can supply one.

**ACTION KP**

### **17/033. WARLINGHAM LOGO LAUNCH OF COMPETITION**

In the absence of KE, SM will ask him for a poster and article to launch the logo competition in March.

**ACTION SM**

### **17/034. ANNUAL PARISH MEETING**

It was agreed to hold the Annual Parish Meeting on Tuesday 16 May in Warlingham Village Hall.

**17/035. OUTSIDE BODIES**

- a. **Reports of meetings attended** – JN has been invited to attend the Caterham History Centre meeting on 7 February.

**17/036. CORRESPONDENCE**

- a. Letter of thanks for grant from Caterham and Warlingham Citizens Advice Bureau.

**The meeting closed at 21.35**

**NEXT MEETING 1 MARCH 2017**

**Signed.....Date.....**