

MINUTES

(To be approved at the next meeting)

Warlingham Parish Council

MINUTES OF THE MEETING OF WARLINGHAM PARISH COUNCIL HELD ON 6 DECEMBER 2017 AT WARLINGHAM LIBRARY, SHELTON AVENUE, WARLINGHAM.

PRESENT: Cllr Simon Morrow (in the chair)
Cllr Nathan Adams
Cllr Charles Lister
Cllr Keith Prew
Cllr Gill Woods
Cllr Robin Bloore
Cllr Anna Patel
Cllr Cindy Steer

IN ATTENDANCE – In the absence of the Clerk, Cllr Steer recorded the minutes of the meeting.

17/194. APOLOGIES have been accepted from Cllrs Andrews, Cooley and Evans.

17/195. 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.** Cllr Morrow declared an other interest in item 7a Warlingham Churchyard Cricket Club grants, Cllr Steer declared an other interest in item 7a Blanchman's, CAB and Church Hall grants and Cllr Bloore declared an other interest in item 7a Christmas Lights grant.

17/196. DISPENSATIONS – None requested.

17/197. MINUTES

The minutes of the meeting held on 1 November 2017 had been circulated and were signed by the Chairman as a true record.

17/198. MATTERS ARISING

- a. **Street Lights turn off** – Surrey County Council has agreed to keep the street lights on for an additional hour turning them off at 1pm as suggested by us. A response to our request for an analysis of crimes between midnight and 5am and split between lit and unlit roads has been received but it failed to answer our question. It is noted from the data that there is no disproportionate increase in crime during those times. Applications can still be made for specific roads to have lights turned back on.
- b. **Grit Bins** – Five grit bins in Warlingham belong to the Parish Council and KP will check the bins to ensure they have sufficient grit. KP would like to purchase a wheelbarrow for snow clearing and **it was RESOLVED to authorise the purchase up to the value of £70.** **ACTION KP**
- c. **Remembrance Sunday** – The event was well attended by approximately 1200 people. A new hymn was sung and went well. TDC has asked if the Parish Council are planning to do anything special for 2018 and GW will pass the letter to the WW1 Committee and ask them to advise TDC. **ACTION GW**

17/199. PLANNING

a. Report on the planning committee meetings of 14 November and 5 December

At the meeting held on 14 November 18 applications were considered and one objection was lodged. At the meeting held on 5 December 11 applications were considered and two objections lodged.

b. Planning meeting dates for 2018

It was agreed the first meeting in 2018 will be held on Tuesday 9 January and then every third Tuesday throughout the year.

17/200. FINANCE

- a. **Grants** Following the grants working party meeting held on 14 November the following grants were approved by the full council. It was noted the grant of £5000 awarded to Warlingham Church Hall is from the Community Halls reserve fund.

APPLICANT	Agreed £
Blanchman's	1000
Warlingham Christmas Lights	1000
Warlingham Churchyard	1000
Citizens Advice Bureau	1150
East Surrey Museum	100
Friends of Hamsey Green PTA	350
St Catherine's Hospice	100
Warlingham Cricket Club	600
Warlingham Methodist Youth Club	400
Warlingham RFC	300
Warlingham Church Hall	5000

Cllrs CL and GW agreed to review the published criteria for awarding grants and the grant application form.

ACTION CL/GW

- b. **Payments:** The following payments were authorised

Gina Caunt (clerk salary for November)	£581.75
The Surrey Pension Fund (clerk pension for November)	£174.79
Tina Picanza (volunteer coordinator salary for November)	£191.42
Tina Picanza (library expenses)	£15.44
Simon Morrow (wreath for Remembrance Sunday)	£12.00
Gina Caunt (designated land line)	£57.53
SLCC (membership)	£128.00
Elizabeth Gates (WW1 ticket printing)	£42.20
Anna Patel (spring bulbs)	£42.43
Random Greenway Architects (V.Green redesign £3100.90 net)	£3721.08
Harestone Printing (Remembrance Sunday service sheets)	£42.00
*Integrating Solutions Ltd (Library photocopier)	£23.79
*Southern Electric (V.Green)	£41.21

GRANTS

Blanchman's Farm Nature Reserve	£1000.00
Warlingham Christmas Lights	£1000.00
Warlingham PCC (Churchyard)	£1000.00
Caterham & Warlingham Citizens Advice Bureau	£1150.00
East Surrey Museum	£100.00
The Friends of Hamsey Green PTA	£350.00
St Catherine's Hospice	£100.00
Warlingham Sports Club (Cricket Club)	£600.00
Warlingham Methodist Church (Youth Club)	£400.00
Warlingham RFC	£300.00
Warlingham Church Hall	£5000.00

*Paid by Direct Debit

c. Draft Budget for 2018/19

The draft budget was circulated prior to the meeting, Cllrs are to advise SM and GC of any comments on the budget before Christmas. The budget incorporates 3% inflation and proposes a 2% increase in spending. It is proposed that the Clerk's hours be increased by two hours a week. GC will produce a paper for the next meeting to support this. An invoice will be received for the web site hosting and domain name for two years from September 2016 at a cost of £406.40: this to be incorporated into the budget. **ACTION GC**

17/201. THE GREEN

a. The Green's Appearance and Vitality

The damaged highway sign has been repaired and the upturned pallets advertising a pressure washing service in the area have been removed. It was agreed a letter would be sent to TDC planning department to ask that the owners of the former Manor Park Garage site be asked to tidy the site up and possibly erect some boarding behind the metal fences. It was also agreed to send a letter to the estate agents to ask what the current situation is with regard to the former Nat West Bank empty premises and ask them to arrange for the maintenance of the property. SM to draft agreed letters.

ACTION GC/SM

GC to chase up the fixing of the new bin and the missing hanging basket. **ACTION GC**

b. The Green Improvement Project

The Working Group met on 9 Nov to consider the Capacity Assessment and tracking done by our highway consultants Ardent. On the basis of the results the one-way scheme was approved to go forward to public consultation with minor amendments. The two way scheme improves both capacity and tracking but Ardent has queried whether a 4 arm mini roundabout will be allowed by Surrey Highways. It was agreed SM would write to Surrey asking for their approval, and if obtained ask Ardent to quote for re-designing the roundabout to make it bigger to allow for greater capacity and improve tracking making use of additional space from slightly reducing the central Green at the southern end. Ardent has already quoted £1950 for the re-design of the roundabout but needs to confirm this will include retracking and a meeting.

17/202. SURREY HIGHWAYS

a. Highways Defects

i. Matters outstanding

The crossing by Son Flowers has been fitted with new halo lights and it was agreed to ask SCC for the other crossing by the former Nat West Bank to be fitted with new halo lights, NA to draft letter. **ACTION NA/GC**

The leaning bollard by the Village Hall has been removed. SM has inspected the Leas Road hedge and does not believe it requires cutting back. Leas Road/ Redvers Road junction flooding: Surrey were to inspect. - GC to chase. **ACTION GC**

ii New issues NA to report a lamp post is down in Westhall Road and report there is a trench outside Greenacres Lodge. **ACTION NA**

b. Warlingham Rugby Club anti-social parking

A letter was sent to the club regarding the anti-social parking and a reply has been received stating they take the matter very seriously and do their utmost to stop it. They have club volunteers who act as traffic wardens when the Club is busy.

17/203. WARLINGHAM APPEARANCE

a. Bulb planting – The bulb planting went well and a selection of bulbs have been planted at the base of three of the Warlingham gateway signs. It was noted that a licence to plant was not required.

Other – CS met with the Tenant of the field to discuss the hedges bounding the horse field at the junction of Westhall and Hillbury Road. A preferred height for the hedges was agreed and they said they would ensure the growth at the pavement would be cut back.

The hedge by the allotments was also discussed and GW agreed to contact the Allotment Association.

ACTION GW

17/204. COMMON LAND

The handover between CL and KE has still not taken place. CL has however completed an inspection of the common land and reported there is a lot of litter. The tree inspection by Quaife Woodlands is planned.

ACTION KE/CL

17/205. WARLINGHAM LOGO

The winning design is too complex and needs to be simplified. Two different simplified designs have been received and the PC will look at the two designs with KE's guidance and agree on which one is best to take forward and what modifications are necessary.

17/206. MINT WALK PLAYGROUND UPDATE

A meeting was held on 23 November. The situation seems fairly settled and no more gas canisters are being found on site. The Police continue their visits. The fundraising for the provision of CCTV is going well. Sussex Demolition has donated £500, Scouts £250 and Nipper Time £250. The group needs to raise another £1000 and residents are planning fundraising when the weather is better. With regard to our request for the lights to be left on in Mint Walk the Police have requested further information.

17/207. KENNEL FARM MEETING

AP, NA and CL attended a meeting with representatives of the Charities that own Kennel Farm field. They want to build on half of the land and gift the other half to the Parish. The land is within the Green Belt and has been deemed by TDC to meet the Green Belt criteria. It was agreed to refuse their request for further meetings as we are wholly opposed to building on this land and they are against maintaining public access. CL will look into the feasibility of maintaining public access using Rights of Way legislation and report back at the next meeting.

ACTION CL

17/208. COMMITTEES TERMS OF REFERENCE ANNUAL REVIEW

This was reviewed and it was agreed no changes be made.

17/209. COMMUNICATIONS

- a. **Website** – We are still waiting for the remaining Councillors who want them to have photos taken by KE for the website, GC to organise. KP is working on updating the website for current projects. **ACTION KP/GC**
- b. **CR6** – SM will write an article about the Kennel Farm meeting, bulb planting and Grants allocation. **ACTION SM**
- c. **Facebook Page** – KP to ask Jane Newsome for access to the site. **To publicise grants via a link to the website.**

17/210. OUTSIDE BODIES

Reports of meetings attended – RB reported on the Christmas Lights AGM. The Lights turn on event was attended by over 4,500 people. More donations than ever before were received from Traders and collections at the event were also good. The plan is to light up the tree outside the village hall next year and it will need 10,000 lights and cost £7000.

RB reported on the Warlingham Events committee meeting. 2,500 people attended the fireworks display and the proceeds of the event enabled donations to be given to Blanchmans Farm and Warlingham Village Hall.

SM advised that the Warlingham, Chelsham and Farleigh Relief in Need Charity met and donated over £6000 to local bodies including our local schools.

17/211. CORRESPONDENCE

- a. Email from Stephanie Kerry the lead volunteer at the library requesting to display a banner on the village green advertising the 5th anniversary of Warlingham Community Library. It was agreed to spend up to £75 on the banners. GC to agree the design with Stephanie and order the banners. **ACTION GC**
- b. Email from the Clerk of Whyteleafe Parish Council concerning road safety at Upper Warlingham Train Station. No-one had witnessed any dangerous incidents.

The meeting closed at 9.40

NEXT MEETING 10 JANUARY 2018

Signed.....Date.....