

**MINUTES OF THE MEETING OF WARLINGHAM PARISH COUNCIL HELD ON
8 JANUARY 2020 AT WARLINGHAM COMMUNITY LIBRARY IN WARLINGHAM.**

Councillors (Cllrs) present:

*Charles Lister (Chair), Nathan Adams,
Geoffrey Kempster, Simon Morrow,
Keith Prew and Jeremy Pursehouse.*

Attending:

5 visitors (all part)

Meeting opened at 7:45pm and closed at 10:05pm

In attendance: Simon Bold, Clerk

1. APOLOGIES

Cllrs Robin Bloore, David Cooley, Anna Patel, Ed Ralph and Cindy Steer had provided their apologies prior to the meeting.

2. CODE OF CONDUCT

The Clerk confirmed that no Cllr had made a change to their existing Notification of Interests form since the last meeting.

No Cllr declared any Disclosable Pecuniary Interest and/or 'Other Interests' in respect of items on the agenda (see also item 3 below).

3. DISPENSATION

The Clerk confirmed that a dispensation had been granted in respect of item 10c (below) to enable the Council to remain quorate.

4. ABSENCE

Cllrs discussed and accepted the reason for the prolonged absence from meetings of Cllr David Cooley. It was agreed to permit his continued absence, if necessary, through to the Council's next full election in May 2020 (*Local Government Act 1972, s85*).

5. MINUTES

Cllrs approved the minutes of the 4 December 2019 meeting. The Clerk to display copies on the Council's notice board and to upload a copy to the Council's website. SB

6. MATTERS ARISING

The Clerk reported that he had received a lengthy request for additional information from the War Memorials Trust following the submission of the Council's Completion Report. Cllrs noted that settlement of the grant could be protracted.

The Clerk advised that he had chased up Tandridge District Council (TDC) for confirmation of the date for re-instatement of paper planning applications (previously scheduled for 1 January 2020). He had also asked TDC for a breakdown of the cost of recent elections.

Cllr Morrow confirmed that he had chased up Surrey County Council (SCC) with respect to the request to extend the Library Memo of Understanding and Licence.

7. TANDRIDGE DISTRICT COUNCIL'S LOCAL PLAN

Cllrs discussed the Inspector led consultations and agreed the following responses:

a) Relocation of Warlingham Village Primary School - to submit a response stating that TDC (and SCC) had not provided sufficient evidence to justify the relocation of the School. Cllrs agreed that the draft response prepared by Cllr Lister should be submitted subject to a couple of changes and a statement that in the place of the relocated School (within HSG15) there should be an indoor sports facility rather than additional housing.

b) Displaced sports pitches - Cllrs objected to a reference in TDC's document TED28 'Playing Pitch Provision in Warlingham' that South Godstone Garden Village be a 'fall-back' site and wished to have it removed.

The Clerk to submit the Council's response to both consultations by close of 10th January. SB

8. GREEN IMPROVEMENT SCHEME

Cllr Morrow provided a verbal report of the outcome of the most recent Warlingham Green Improvement Working Group meeting at which the design of Phase One had been agreed and the cost of £567,000 noted. The preferred paving materials had also been chosen.

Cllrs agreed the Working Group's recommendation to conduct a public vote on the whole Scheme. This would enable Warlingham residents to vote either 'yes' or 'no' to the Parish Council's proposals. Cllr Morrow and Cllr Pursehouse to draft publicity material and circulate this to all Cllrs. SM JP

An A3 leaflet describing the scheme, how it will be financed, how residents can vote plus the architect's plan to be included in the February edition of the CR6 magazine and delivered to every household in the Parish. The vote to also be publicised via the Council's website, Facebook page and notice board.

Cllr Morrow had provided a breakdown of the cost of conducting the vote which Cllrs approved (£800). The Clerk to make a request for a contribution towards printing costs from the County Cllrs' Community Fund. SB

The Working Group to seek an additional member from the retailers of Warlingham in order to maintain a balance of representatives.

9. HIGHWAYS AND TRANSPORT

Cllrs raised a number of items. The Clerk to report the following: SB

- A pavement drain cover outside 434 Limpsfield Road (potential trip hazard) to SCC Highways
- The worn and damaged 'cats-eyes' along the Limpsfield Road near Botley Farm (safety issue) to County Cllr Becky Rush.
- The lengthy delays that can arise at the level crossing barriers on Whyteleafe Hill leading to congestion on adjacent roads to the East Surrey Transport Committee (see also item 16).

The Clerk to also ask TDC to consider the installation of bollards on the Green opposite no.407 Limpsfield Road in order to prevent vehicles parking half on the Green and half on the road (causing damage to the grass and partly obstructing the carriageway). SB

Cllrs were pleased to note that SCC had successfully installed the 'halos' at the Zebra Crossing outside no.413 Limpsfield Road.

10. FINANCE

a) The Clerk had circulated the Council's Financial Statement (unaudited) as at 31 December 2019 which showed bank balances as follows: current account £97,966.61 and savings account £53,187.23. These balances included £81,849.67 of Community Infrastructure Levy (CIL) funds. The Council's payments and receipts for the last full month were £11,338.64 and £73.01 respectively.

b) In respect of the Q3 Financial Statement (10a above) it was agreed to take £131 of expenditure in respect of the Green Improvement Scheme from the Parish Council's CIL reserve.

Cllr Prew reconciled the bank balances shown in the Financial Statement with the Council's bank statements in accordance with Financial Regulations.

c) The Clerk had circulated a revised draft budget for 2020/21 in accordance with Cllrs' comments at the last meeting and a proposal from Cllr Lister. After a brief discussion it was agreed, on an exceptional basis, to offset a small amount of proposed expenditure against general reserves in conjunction with an increase in the Council's precept. On this basis, Cllrs approved the Council's budget and a precept of £76,538 for 2020/21. The Clerk to advise TDC of the precept by 17 January 2020. SB

The Clerk to estimate the amount of Council Tax (Parish Council) for a Band D property in Warlingham and advise Cllrs. SB

11. ANNUAL PARISH ASSEMBLY

It was proposed to hold the Annual Parish Assembly on 27 May 2020. The Clerk to book SB

the venue.

12. WARLINGHAM GREEN – APPEARANCE AND VITALITY

Cllrs considered two banner requests and in response the Clerk to seek further information from the applicant before bringing both items back to the Council. SB

13. PLANNING

a) Cllr Prew provided a verbal summary of the Planning Committee meetings of 10th December 2019 and 7th January 2020.

He also advised that Kent County Council had just launched a further consultation on the Covers Quarry site near Westerham (a potential land reclamation site) which would be considered at the next Committee meeting. Cllr Prew to bring this consultation to the attention of County Cllr Becky Rush due to the possibility of additional HGVs on local roads. KP

b) There were no recommendations from the Planning Committee for Cllrs to consider.

14. WARLINGHAM APPEARANCE

Nothing was discussed under this item.

15. CORRESPONDENCE AND CONSULTATIONS

Cllrs discussed two consultations and agreed the following responses:

- The TDC consultation in respect of the West Ward Polling Station – the Clerk to respond that Warlingham Community Library would be a preferable venue (assuming that TDC had assessed its suitability) compared to the Girl Guide Hut, Westhall Road. SB
- The SCC consultation on the admissions policy for Warlingham School – Cllr Lister to write a response stating that Warlingham Village Primary School should not be disadvantaged with respect to the admissions policy for Warlingham School. The Clerk to submit. CL SB

The Clerk advised that the Council had received a thank you letter in respect of the Council's grant towards the maintenance of the churchyard at All Saints' Church.

16. OUTSIDE BODIES, COMMITTEES AND PUBLIC EVENTS

The Clerk to ask the Council's East Surrey Transport Committee representative to raise at the Committee's next meeting concerns about the occasional delays at the level crossing barriers on Whyteleafe Hill. SB

Cllr Adams reminded Cllrs of the Royal Fusiliers' Service of Commemoration at All Saints' Church on 10th January.

Cllr Pursehouse reported that the Warlingham Christmas Lights group would be meeting to review this year's event and considering the issue of crowd safety.

17. COMMUNICATIONS

a) Cllr Lister to write the next CR6 magazine article covering the subjects of the Green Improvement Scheme vote, the Council's responses to the Local Plan consultations and the installation of 'halos' at the zebra crossing outside 413 Limpsfield Road. CL

b) Cllrs Prew and Ralph to add articles, nearer the time, about the Green Improvement Scheme vote and a copy of the architect's plan to the Council's website and Facebook page respectively. KP ER

18. PAYMENTS

Cllrs authorised the list of payments (see Appendix 1: Schedule of Payments) totalling £8,596.10. The Clerk to dispense these payments. SB

The Clerk to contact the Warlingham Christmas Lights group to explain the Council's position with respect to any future funding. SB

19. NEXT MEETING

Cllrs noted that the next scheduled Council meeting will take place on 5 February 2020.

20. SUB-SECTION 2 OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

Nothing was discussed under this item.

APPENDIX 1: SCHEDULE OF PAYMENTS

Chq No.	Payee	Amount £	Comments
1954	Surrey County Council	5,526.90	Library assistants for Q4 of 2019/20 (£4,605.75 net of VAT)
1955	Simon Bold	*****	Clerk's salary for December 2019
1956	Simon Bold	56.51	Expenses in December claimed by the Clerk
1957	Tina Picanza	*****	Library volunteer coordinator's salary for December 2019
1958	Tina Picanza	168.39	Expenses in December 2019 claimed by the Library Coordinator (includes annual meeting of library volunteers).
1959	Surrey Pension Fund	308.20	Employee and employer pension contributions for December 2019
1960	HM Revenue & Customs	1,261.94	PAYE (Tax & NI) for Q3 of 2019/20.
	Total	8,596.10	