

Mickleham Parish Council

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Draft Minutes of Meeting on 7th January 2019 held at 7:30pm

Venue	Ranmore Room
Chair	David Ireland (DI)
Councillors	Judy Kinloch (JK), David Ottridge (DO), Will Dennis (WD) Andrew McNaughton (AM)
Clerk	Trevor Haylett
Attending	Surrey County Councillor Hazel Watson (HW), District Councillor Duncan Irvine (DIrv – from 8:16pm) Alison Wood (AW)
Item No.	
1	<p>Opening Formalities</p> <p>(735) Apologies – Jane Brown. Not attending: Graham Clark. (736) Declaration of Interest – None. (737) The Minutes of the meeting held on 14 November 2018 were approved and signed - proposed by AM, seconded by DO. (738) JK said she had located the public footpath sign in Swanworth Lane that a member of the public had indicated was rotting. She has informed Surrey Wildlife Trust. (739) DI said those responsible for the vandalism at the Children’s Playground had been identified and had made an abject apology to him. They had also carried out rubbish clearing at both the Recreation Field and on the gallops. (740) DI also gave an update on the traffic problems outside Box Hill School – the process of submitting a request to Surrey County Council (SCC) to consider parking restrictions or road markings to alleviate the problem, had begun. The School had posted a staff member on duty at the key arrival and departure times and a one-way system of traffic leaving the School had been trialled. HW said she could talk to the engineers and try to set up a meeting between the interested parties.</p> <p>Action It was agreed that Nicola Hawley from the School would be asked to liaise with HW direct about the parking problems and a possible meeting with SCC.</p>
2	<p>Finance & Formalities</p> <p>(741) DO had earlier circulated a proposed budget for the 2019/20 financial year which included an increase in the precept from £6,900 to £7,300, a 5.8% rise. There was an unknown in the shape of the local government elections in May – if they take place it would result in a bill of around £3,000 but it wasn’t certain that Mickleham would have an election; it depends if any new candidates came forward.</p> <p>Action The budget and increase in the precept were agreed.</p> <p>Action It was also agreed that the Clerk would provide the Parish Magazine and the PC website with articles including information on how new candidates could stand for election and the eligibility criteria.</p> <p>(742) The following payments were approved: HMRC - £42; St. Michael’s Church - £41.89 (refund from broadband account); Society of Local Council Clerks - £79.50 (a £159 membership fee shared with Abinger Parish Council).</p>

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	<p>(743) DO explained that the bank statements had revealed two rogue direct debits in which sums had been taken out of the account while investigations showed another five rogue direct debits had been set up with no money actually taken out as yet. The bank has said the money will be refunded and its fraud department has begun an investigation.</p> <p>(744) The bank reconciliation was approved. The total amount in the bank was £9,840.26 but that included broadband money which had still to be refunded, bringing the true figure down to £7,327.09.</p> <p>DO explained that nearly all the broadband refunds had been distributed – one resident had indicated that their share should be given to the Children’s Playground.</p>
3	<p>Planning</p> <p>(745) AM said that the PC’s response to MVDC’s suggested boundary changes had been delivered and acknowledged. Other than that the matter had not progressed further.</p> <p>(746) AW was invited to speak on the planning application for 2 Thorn Cottages, Mickleham: MO/2018/2090 - Retrospective application for the retention of the widening of an existing rear facing dormer window. The property had recently been sold after which scaffolding was erected and work begun on the roof. An “enormous” hole was revealed in the roof while a dormer window extension appeared to have encroached over the party line with the adjoining property. AW said she had contacted the enforcement officers who immediately stopped the work. Subsequently a retrospective planning application had been submitted which AW said was unsuitable because that kind of dormer window was not appropriate. School Lane is in a conservation area and is also a public footpath. The case officer had told AW that the conservation officer would also be looking at the fact that a garage had been converted into a front room.</p> <p>Dirv explained that if objections were to be raised they had to be on planning grounds; objecting on the fact that it was a retrospective application would not carry much weight.</p> <p>Action</p> <p>It was agreed that objections would be submitted against both the house and the garage applications.</p> <p>Action</p> <p>DI mentioned at this stage that he had been approached by a first responder offering to put on a refresher course in how to use the defibrillator.</p> <p>DI will talk to the Village Hall about finding a suitable time to stage it.</p>
4	<p>GDPR Update</p> <p>(747) The Clerk said he had talked to the web hosts in an effort to find a way of making the new PC-related emails easier to access. He had not got very far so the choice for Councillors came down to: (i) obtaining a new email address which would provide notifications and be easier to access or (ii) continue to use their own personal email addresses but to have sensitive or personal information and data distributed via password-protected documents.</p>

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Action	It was agreed to pursue option (i) and to have all communications relayed via the new email address.
5	<p>Resurfacing Swanworth Lane & Dell Close</p> <p>(748) The pot holes in Dell Close had been filled and DI said the residents were highly appreciative of the work. The Village Hall had agreed to pay half the cost (£120 of a £240 bill, VAT not included) which was welcomed.</p> <p>As regards Swanworth Lane, Box Hill School had said they would pay 50% of the cost – the work was due to begin over the February half-term. It had been hoped that the Running Horses would also make a sizeable contribution because of their use of Swanworth Lane for car parking. They have been reluctant to confirm so far but efforts would continue. DI said he had also asked Circle Housing for help but had drawn a blank. HW mentioned that she had also been in communication with Circle and understood that they would agree to pay a portion of the cost as long as the School and pub also paid a share – she agreed to forward the relevant email to DI.</p> <p>Action DI said he would follow up with Circle Housing and the brewery would also be written to. DI stressed the urgency of the situation with the work due to start in five weeks time.</p>
6	<p>Old London Road Bus Stop Shelter</p> <p>(749) Ian Wright had produced two drawings for a bus shelter opposite the Running Horses and these were welcomed by Councillors. They would now be sent out to tender with the project cost likely to be around £4,500-£5,000.</p> <p>The discussion then progressed to funding for the project and DIrv suggested that the £3,800 planning infrastructure tax money belonging to Mickleham that he had previously drawn Councillors' attention to, would be an appropriate source of funds. However HW said she understood that the money had been earmarked to repair one of the footbridges in Norbury Park and felt some people would be disappointed if that project was not now going to happen.</p> <p>Action It was agreed that the PC would seek tenders for the bus shelter and if funding was available for it, all well and good.</p>
7	<p>Trees – tackling Ash Dieback</p> <p>(750) JK said the work in Norbury Park to tackle Ash Dieback had begun, starting at the Sawmill and working down to Crabtree Lane. She said the scale of the felling was huge and would cause a lot of damage. She added that campaigners had managed to secure the services of a Guardian journalist who had agreed to write an article on this issue and its justification for a national wildlife magazine.</p>
8	<p>Additional Matters</p> <p>(751) The Clerk mentioned that a letter of objection had gone to SCC about its proposals to close the community recycling centre at Dorking. He also drew Councillors' attention to the Rural Crime Engagement meeting on 23rd January, Mole Valley's first Rural Summit being held on 26th February, and the fact that if comments were going to be made against the Gatwick Airport draft Master Plan that they had to be submitted by the following day.</p>
10	<p>Meetings in 2019</p> <p>The dates of the other meetings in 2019 are (Wednesdays) : March 13th ; May 15th ; July 10th ; September 11th ; November 13th</p>

The meeting closed at 21:07pm