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| **Venue** | Ranmore Room |
| **Chair** | David Ireland (DI) |
| **Councillors** | Jane Brown (JB), Judy Kinloch (JK), David Ottridge (DO), Graham Clark (GC), Will Dennis (WD) Andrew McNaughton (AM) |
| **Clerk** | Trevor Haylett |
| **Attending** | Nicola Hawley (NH) and Stuart Ansell (SA) - Box Hill School representatives |
| **Item No.** |  |
| 1 | **Opening Formalities**  (716) Apologies – Surrey County Councillor Hazel Watson (HW), District Councillor Duncan Irvine. (717) Declaration of Interest – Both GC and WD declared an interest in Item 5 (ii), the discussion on the response to MVDC’s boundary proposals where it concerned their own properties. (718) The Minutes of the meeting held on 12 September 2018 were approved and signed - proposed by GC, seconded by AM.  (719) DI asked about any update on the matter that Fiona Taylor (FT) brought to the PC’s attention at its May meeting: the public footpath sign which was rotting. JK said she had gone to look and couldn’t find the sign. She would make more enquiries. (720) The Clerk referred to Minute 709 (the PC’s support for the Garden Cottage application) and said it was always his intention to send it in. His recollection was that he had but could find no evidence in his files that he had done so and had to conclude that a letter hadn’t gone in. He had apologised to GC. Going forward, AM confirmed that even when the PC was not opposed to an application, that information should be relayed to MVDC.  (721) JK was thanked for purchasing a wreath for the War Memorial at the Remembrance Service. |
| 2 | **Finance & Formalities  (**722**)** The followingpayments were approved**:**  Retrospective: Kings Landscapes (September mowing) - £244.80; Andrew Clark (work on walnut tree) - £65; St. Michael’s Church (Soldier Silhouette) - £50  New payments: Kings Landscapes (October mowing) - £122.40; Andrew Clark (path mowing, strimming and hedging) - £350; Clerk (expenses July-September) - £76.63 of which £10.70 goes to Abinger PC for broadband and telephone costs; JK (wreath reimbursement) - £40. (723) The bank reconciliation was approved. There was £9,711.54 in the bank account as at 5th November, of which £1,032.50 was the balance in the Village Broadband Fund. DO explained that the second instalment of the precept had been received and said that there was likely to be a surplus of around £4,000 in the account at the end of the financial year, making it likely to apply for a precept of £6,900 next year. |
| 3  **Action** | **Open Forum  (**724**)** SA and NH were invited to address the meeting on current issues at the School and SA spoke about the vandalism at the playground on the Recreation Ground during the half-term holiday when a strip of safety matting had been cut and removed. The culprits had been identified as Box Hill School pupils and investigations had focused on three possible perpetrators and it was hoped that they would be ‘outed’ by their peer group. SA said that the matter of vandalism was taken very seriously by the School and assemblies had been held around the issue of respect.  (725) Traffic problems outside the School continued to exercise minds and different solutions were being looked at. NH said they were considering a one-way traffic system so drivers exiting the premises had to turn left into Old London Road. SA added that they were also considering additional parking spaces.  DI said it was vital that the Council did all it could to defuse the situation and mentioned a recent incident when a driver was seen to accelerate at a group of youngsters crossing the road.  A joint application will be made by the PC and the School to request a site meeting with officers from the Highways department, preferably around the 4/4:30pm pressure point.  (726) The PC and the School had also joined forces to try and improve the road surface in Swanworth Lane (from the Old London Road junction to the School entrance) and the pot holes by the speed bumps in Dell Close. A quote of £3,370 plus vat had been received for improving the surfaces and filling in pot holes and SA explained that while the School is happy to meet 50% of the cost they wouldn’t want to pay all of it. WD had approached the manager of the Running Horses public house and it was hoped that they could contribute 50%; the manager was open to the idea but confirmation would have to wait until a budget meeting. Both the PC and the School agreed that the work needed to be done quite quickly, preferably in March/April 2019. |
| 4  **Action** | **Broadband**  (727)WD explained that the PC had received an unexpected cheque from Open Reach. Investigations revealed that it was likely to be a payment from a voucher scheme that initially the Broadband Group had applied for but were then told it was no longer in operation. As a result of this cheque the Village Broadband Fund now stood at around £5,500 which is about 47% of what residents contributed originally. WD said he would favour reimbursing residents on a pro rata basis after £200 had been paid to the PC for the additional costs incurred by the External Auditor because the broadband management took the PC’s income levels into a higher charging band. It was proposed by GC and seconded by JK that residents be repaid on a pro rata basis and this was approved. It is hoped that the money can be reimbursed before Christmas and DI thanked everybody involved in the Fund for their hard work. |
| 5  **Action** | **Planning**  (728) (i) AM had circulated a number of planning applications and mentioned two: Dalewood Cottage and Michaela’s Cottage. The PC supported both.   (729) (ii) Councillors considered the responses that had been received following the October exhibition in which the boundary changes proposed by MVDC were put on display. DI thanked AM for his work in organising the exhibition. The majority of the responses were in favour of the proposals and AM will circulate a longer letter that had been received, setting out objections. Councillors felt the more changes they made to the proposed boundary the less likely their views would be listened to. AM said there were two elements that particularly needed looking at – the Recreation Ground and the northern half of Burmester Field, both of which had been included in the boundary. He said rather than include them within the village settlement they would be better protected by being excluded. AM will redraw the boundary and distribute it to Councillors for their approval before sending it to MVDC along with the letters from residents. |
| 6 | **GDPR Update**  (730) The Clerk had circulated an email from a Data Protection Officer stressing the importance of having PC-related email addresses and pointing out that a high majority of the data breaches so far had been related to the use of personal email addresses.  WD questioned the need for it and wondered why the PC-emails would be more secure than any other. The Clerk said there were two main reasons: the PC would have control of the email address so that when a Councillor retired all the emails would be deleted. And it was important to show you were following the recommendations; an important part of GDPR compliance was demonstrating you had taken sufficient precautions to minimise risk. DO said that the main problem with the PC-related email system used earlier in the year was not getting notifications that new emails had arrived. The Clerk said he would look into an alternative email address that would provide notifications. |
| 7 | **Resurfacing Swanworth Lane & Dell Close –** this had been covered earlier in the meeting. |
| 8 | **A24 Motorcycle Noise/Effects of Speed Cameras/Parking in Mickleham** There was nothing further to report on this matter. |
| 9  **Action** | **Old London Road Bus Stop Shelter**  (731) AM and HW had approached both MVDC and SCC about this and planning permission would not be needed. There was concern from the diocese about possible damage to the rectory wall and AM said the PC should investigate obtaining a free-standing shelter attached to the ground. It was agreed that Ian Wright would be asked to come up with a design and the Norbury Park Sawmills would be approached to make it. |
| 10  **Action** | **Trees – tackling Ash Dieback**  (732) JK said Norbury Park was affected by the Ash Dieback disease and referred to Surrey Wildlife Trust‘s intention to control it. She said the felling would be wholesale and felt it was excessive. JK will compose a letter to send to the Forestry Commission and Natural England and will circulate to Councillors. |
| **Action** | **Additional Matters** (733) GC was thanked for his work in tackling the problem of vehicles on Stane Street and Mickleham Downs it seemed progress was being made. SCC had indicated that a Traffic Regulated Order could be imposed to restrict the width of the byway.  (734) AM returned to the problem of cars racing down the Zig-Zag Road and said that his corner at the junction with Old London Road – he described it as a “racing corner” – was often the scene of accidents. He suggested that speed bumps, situated lower down the hill, might help the situation. DI will raise the matter when he next talks with the Police. |
| 10 | **Meetings in 2019**  The following dates were approved for next year’s meetings (Wednesdays) :January 9th ; March 13th ; May 15th ; July 10th ; September 11th ; November 13th |

**The meeting closed at 20:58pm**