**Minutes of the Parish Council Meeting**



**Held on Tuesday 7th March 2023 at 7.30pm at St Peters Church, Tandridge Lane, Tandridge**

**Present:**

**Chairman: Mr Ivor Stamp**

**Clerk:** Attending via Zoom

**County Councillor:** Cllr C MacIntosh

**District Councillors:** Cllr D Stamp

**Parish Councillors:** Mr C David,Mrs K Ewan,Mrs S Pocock, Mrs A Stocker & Mrs C Wallace

**In attendance:** None

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| **72.** | **PROCEDURAL MATTERS** |
| **72.1** | **Apologies:** Apologies for absence were received from Cllr Nosworthy, Cllr Sayer and Cllr Wren |
| **72.2** | **Disclosure of Interests:** To receive any disclosure by Members of any Disclosable Pecuniary Interests (DPIs) and / or other interests arising under the Code of Conduct |
| **72.3** | **Public questions:** The first ten minutes of the meeting are available for members of the public to raise questions about and comment on items on the agenda. None in attendance |
| **72.4** | **Minutes:** Minutes of the Parish Council meeting held on the 7th February 2023, were agreed and signed as a true record. |

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| **73.** | **REPORTS** |
| **73.1** | County Councillor Report  Highways and an enforcement officer visited the landowner regarding the iron fence jutting out on to the highway at the end of Tandridge Lane. The process begins by the landowner receiving a letter, with a timeframe set out to remove the danger. If they do not comply Surrey County Council will do the work and then take them to court for reimbursement of costs.  On the 13th March 2023, ADS signs which are the advanced warning signs advising of approaching motorways for example, these are the ones with two posts. These are all being replaced with new signs, posts and bases overnight.  Resurfacing and reconstructing the road from St Peters School to the end of Tandridge Lane has been started. The lane has been surfaced dressed prior to resurfacing in due course. Jackass Lane to the A25 has been pushed back to be able to get the area by the infant school done as a priority.  Tandridge Village is a Priority 1 Route for gritting.  Parking is being brought back under Surrey County Council control. It will be one parking enforcement contract managed by Surrey County Council. This means that the parking will be better controlled for a longer set of hours, with better technology every day of the week.  Road signs – broken and damaged ones need reporting and copy County Councillor McIntosh into to ensure they get removed.  LED street lighting – all of Oxted have now been done and hopefully by then end of next month the whole of Tandridge will have been done. |
| **73.2** | District Councillor David Stamp’s Report  The ANOB is holding a consultation for 14 weeks and Cllr Stamp has encouraged the Parish Council to comment online. Natural England are keen to increase boundaries to protect the green belt. Cllr David and Cllr Stamp are attending the ANOB meeting on Monday at Reigate to learn more about the boundaries and the proposed extension.  The current Local Plan situation is that Tandridge District Council has submitted a letter to the Inspector requesting him to take forward the smaller plan which excludes the Garden Village.  Surrey County Council are currently selling some housing that they own. Tandridge District Council would like to purchase these to provide council and affordable housing in the district.  Community Support and Advice will be held on 22nd March 2023 |

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| **74.** | **ADMINSTRATION** |
| 74.1 | Tandridge Parish Councillors to consider and make any comment for submission regarding the extension of the council ward boundaries:  <https://consultation.lgbce.org.uk/have-your-say/38728>  Tandridge Parish Council decided to defer this agenda item to May for discussion and submission |
| 74.2 | Councillors reviewed and discussed the proposed extension to the ULEZ scheme and agreed with the response from Surrey County Council. The Clerk is to submit a reply in support of the SCC viewpoint as it is unreasonable to extend the ULEZ without the needed infrastructure. |
| 74.3 | Tandridge Parish Council discussed the upcoming elections, time frames, applications and responsibilities. The clerk is to send Parish Councillors the template form and example document. The clerk explained that the clerk is no longer able to submit the forms on behalf of Councillors. |

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| 75. | FINANCIAL |
| 75.1 | Councillors reviewed and signed off the bank reconciliation for end of February 2023 |
| 75.2 | Councillors approved the Clerks March Salary £1,018.55 Gross Pay Less deductions of Tax and NI |
| 75.3 | Councillors approved the March (M11) PAYE payment due by the 22nd April 2023 |
| 75.4 | Councillors approved the Clerks Expenses for February 2023 |
| 75.5 | Councillors retrospectively approved over due PAYE payments |
| 75.6 | Councillors approved David O’Mahony services £125.00 |
| 75.7 | Councillors approved St Peters Church – Hire of Monthly Meeting Space £36.00 |
| 75.8 | Councillors approved ESET Smart Security Premium renewal of £42.41 in March 2023 |
| 75.9 | Councillors approved Surrey Hills Society renewal - £30.00 for the year. |
| 75.10 | Councillors approved Hollyhurst Payroll Invoice for £60.00 |
| 75.11 | Councillors acknowledged that there was an error in the cash book from 2019. This has now been identified as a missing payment – Clerks Salary £260.87. This was due to it being over the end of the month at year end of 2018-19 and not clearing prior to the accounts being reconciled by the 31.3.19, the payment was entered on the bank on 1.4.2029. In addition, an unused bank account with a balance of £9.17 was written off but not recorded. |

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| 76. | PARISH ENVIRONMENT |
| 76.1 | Councillors approved and confirmed the content and plans for the Annual Parish Meeting in April 2023 The council confirmed that the Clerk is to purchase plastic glasses, nibbles / cheese puffs, napkins, wine and OJ. The clerk is to send the flyer to Colin for the Newsletter |
| 76.2 | Councillors to note that Mike Barratt has submitted a new Road Closure Order for the Tandridge Lane Coronation Street Party on the 7th May 2023. Councillors to discuss the Parish plans including requests from the Tandridge Coronation Committee for car parking at the Glebe field and financial contribution towards the parishioner tea costs of £200.00 Committee meeting Thursday – and will update plans due course |
| 76.3 | Councillors discussed the request from residents to install a Grit Bin in the Church Car Park. The Parish Council declined this request for this financial year. |
| 76.4 | Councillors noted that Natural England is currently considering whether to vary the boundary of the Surrey Hills AONB. A consultation for the proposed extension to the Surrey Hills Area of Outstanding Natural Beauty commences on March 7th and will continue for a 14-week period ending on June 13th. TPC to make comment at May meeting |

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| **77** | **NEIGHBOURHOOD PLAN** |
| **77.1** | There was no update to give the Parish Council |

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| **78.** | **PLANNING –** Applications were reviewed by Tandridge Parish Council and comments sent to Tandridge District Council |
| **78.1** | **2023/162/TPO Church Of St Peter, Tandridge Lane, Tandridge, Surrey, RH8 9NJ**  T1) - Yew - Reduce deflected branch by 8 metres in order to prevent further deflection over Lych Gate and footpath  Tandridge Parish Council does not object to this application  Tandridge Parish Council does not have any further comments on this application  **2023/67 Coach House, Southlands, Southlands Lane, Tandridge, Oxted, Surrey, RH8 9PH**  Erection of porch to front elevation, alterations to fenestration and formation of rear terrace with sunken terrace below.  Tandridge Parish Council does not object to this application  Tandridge Parish Council does not have any further comments on this application |

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| 79. | INFORMATION FOR COUNCILLORS *(for noting and including on future agendas)* |
| 79.1 | Future Agenda Items  AONB |

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| 80. | MEETING DATES |
| 80.1 | Potential Dates for Councillors to confirm:  Tuesday 4th April 2023  Tuesday 16th May 2023  Tuesday 6th June 2023  Tuesday 4th July 2023  Tuesday 5th September 2023  Tuesday 3rd October 2023  Tuesday 7th November 2023  Tuesday 5th December 2023  Tuesday 16th January 2024  Tuesday 6th February 2024  Tuesday 5th March 2024 |