



## Minutes of the Parish Council Meeting

Held on Tuesday 10<sup>th</sup> May 2022 at 7.30pm at St Peters Church, Tandridge Lane, Tandridge

### Present:

Chairman: Mr Ivor Stamp

Clerk: Ms Clare Kennedy

County Councillor: Mr Cameron MacIntosh

District Councillors: Mr David Stamp

Parish Councillors: Mr C David, Mrs K Ewan, Mr J Hammond, Mr A Nosworthy, Mrs S Pocock, Mrs A Stocker

Public In attendance: None

<b>01.</b>	<b>PROCEDURAL MATTERS</b>
<b>1.1</b>	Councillor Hammond proposed Ivor Stamp as Chairman and was seconded by all members. The Chairman's Declaration of Acceptance of Office was signed.
<b>1.2</b>	Councillor Stamp proposed John Hammond as Vice Chairman and was seconded by all members. The Vice Chairman's Declaration of Acceptance of Office was signed
<b>1.3</b>	Apologies for absence were received from Cllr Sayer and Cllr Wren
<b>1.4</b>	There were no disclosures made by Members of any Disclosable Pecuniary Interests (DPIs) and / or other interests arising under the Code of Conduct
<b>1.5</b>	There were no members of the public to raise questions about and/or comment on items on the agenda.
<b>1.6</b>	The Minutes of the Parish Council meeting held on the 1 <sup>st</sup> March 2022, were agreed and signed as a true record.

<b>2.</b>	<b>REPORTS</b>
<b>2.1</b>	<p><b>County Councillor Report</b></p> <p>Resurfacing at the A25/Tandridge Lane, roundabout will begin End of July/Early August. Furthermore there will be some redressing on Tandridge Lane, and line painting at the same time to replace the lines correctly in the middle.</p> <p>Cllr Hammond advised that Tim McCarthy would be willing to discuss the sale of the land where the iron railings fall into the road. Cllr Hammond will open discussions with County Councillor McIntosh and Tim McCarthy who is a representative of the owners.</p> <p>Community Speed Watch is starting again in Limpsfield and Cllr McIntosh would like to work with Cllr Wren to reintroduce Community Speed Watch at school drop off and pick up time in Tandridge. The kit Tandridge Parish Council had previously was given back prior to Covid and at that time was deemed to be getting older.</p> <p>Councillors agreed that this would be the next course of action to instigate as speeding is an ongoing concern within the parish.</p> <p>Tandridge Parish Council agreed that they would like to work with District and County Councillors to set this up.</p> <p>Tandridge Parish Councillors will recruit some volunteers. Cllr David will advertise the initiative in the Parish News and a letter to the school to request volunteers to assist in this matter will be arranged.</p>

	<p>Councillor Stamp asked Councillor McIntosh if there were any plans for the A25 layby. The toilets are to be removed and at present there is no plan to re instate them, it will remain as a layby. Cllr Stamp requested it to be resurfaced but at present there are no funds available to do this.</p> <p>Councillor McIntosh will reactivate the plan to install Parish Signs. Councillors confirmed they are keen to have two gateway style signs. The clerk will liaise with Cllr McIntosh.</p> <p>The clerk will contact Councillor McIntosh to discuss ideas for accessing funding for the School Fencing.</p>
2.2	<p><b>District Councillor Report</b></p> <p>Cllr Stamp advised that the School Plantation had a Stop Notice in place. However, the car parking did not stop and an injunction has now been actioned. At present there are still cars in the parking area.</p> <p>There is a Certificate of Lawfulness for the shipping containers in place. This brings concerns going forward as to how many shipping containers could be stored on site.</p> <p>Enforcement have been informed about the caravan that is currently in situ and actions will be followed to ensure the legality of the site is upheld.</p> <p>The entrance and walls have been reduced in size as per the due process that was implemented previously which does bode well for positive outcomes, related to the owners working with the council.</p> <p>Buttons Mead requested Prior Approval to be granted on an Agricultural Barn. However this site is not agricultural and more equestrian, therefore Tandridge District Council have denied prior approval and advised that full planning applications will be needed.</p> <p>The Independents now hold 18 seats at Tandridge District Council and the Liberal Democrats have more seats than the Conservatives.</p> <p>The Independents are now holding the most seats but not enough for a majority. Cllr Stamp advised he is on the Licensing Committee and would like to take on one other committee responsibility.</p> <p>The Council are considering reviewing holding the elections every four years due to process and procedure. Along with this there will be a reconsideration of potentially amending the ward boundaries at District Level. This will require a Public Review in the future months if changes are to be made.</p>

<b>3.</b>	<b>ADMINISTRATION</b>
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<b>3.1</b>	Councillors confirmed the Standing Orders to be adopted for the municipal year 2022/23
<b>3.2</b>	Councillors confirmed the Financial Regulations to be adopted for the municipal year 2022/23
<b>3.3</b>	Councillors confirmed the Code of Conduct to be adopted for the municipal year 2022/23
<b>3.4</b>	Councillors reviewed the Asset Register, which includes all parish assets, buildings, land and equipment as a correct record for 2022/23
<b>3.5</b>	Councillors noted that adequate insurance is currently in place until June 2022 and a new insurance policy is required from that date. Councillors confirmed that they will review an insurance policy from Zurich via email due to Norris & Fisher no longer providing cover.
<b>3.6</b>	Councillors confirmed the Risk Register to be adopted for the municipal year 2022/23

<b>4.</b>	<b>FINANCIAL</b>
<b>4.1</b>	Tandridge Parish Council noted the increased hourly rate for the clerk as per Surrey ALC guidance circulated. This updated rate is due from April 2021 therefore back dated pay was included in the April 2022 salary payment.
<b>4.2</b>	Tandridge Parish Council retrospectively approved April 2022 Clerks Salary: £953.55 Gross April Pay Less deductions of Tax and NI £164.75 Back Pay for 21-22 (underpayment of 659 hours at 0.25 per hour)
<b>4.3</b>	Tandridge Parish Council approved May 2022 Clerks Salary: £953.55 Gross May Pay Less deductions of Tax and NI
<b>4.4</b>	Councillors retrospectively approved the following payments made in April 2022: ESET (Antivirus) £42.41 JPA Commercial - Ukraine Flag £65.93 Mulberry & Co £42.00 Crouch Butchers £233.50 Morrisons £28.52 Surrey ALC & NALC Subscription £220.49 David O'Mahony £125 St Peters Church £36.00
<b>4.5</b>	Councillors retrospectively approved April (M1) PAYE £316.95 which was due by 22nd May 2022
<b>4.6</b>	Councillors retrospectively approved the Clerk's Expenses retrospectively for April 2022
<b>4.7</b>	Councillors approve the May payment of (M2) PAYE due by the 22 <sup>nd</sup> June 2022
<b>4.8</b>	Councillors approve the Clerks Expenses for May 2022 of £31.40
<b>4.9</b>	Councillors approved David O'Mahony services of £125.00
<b>.10</b>	Councillors approved the TEEC website invoice of £28.80
<b>4.11</b>	Councillors approved St Peters Church – Hire of Monthly Meeting Space of £36.00
<b>4.12</b>	Councillors reviewed and signed off the April 2022 bank reconciliation as correct.
<b>4.13</b>	Councillors discussed charitable donations for the 2022 – 2023 year. It was felt that due to rising living costs Tandridge Parish Council would like to investigate how to contribute to the Food Bank charity. Cllr Hammond and the clerk will report findings back to council over the next month.

<b>5.</b>	<b>PARISH ENVIRONMENT</b>
<b>5.1</b>	Councillors discussed the Litter Picking initiative as suggested by the clerk at Crowhurst. Tandridge Parish Councillors would be keen to engage in a Litter Picking day, preferably a Saturday in July to encourage as many volunteers as possible. The clerk will start to arrange possible days
<b>5.2</b>	Councillors discussed the quotations received for the fencing between the playground and St Peters School. The quotations received have been expensive so Tandridge Parish Council will request two more from Ben Forde and also Tom Cherryman  There is no lease update from Tandridge District Council at the current time.
<b>6.</b>	<b>NEIGHBOURHOOD PLAN</b>
<b>6.1</b>	Councillors were advised progression of the Neighbourhood Plan is dependant on the Local Plan. As the Local Plan is not resolved there is no further update on the Neighbourhood Plan
<b>7.</b>	<b>PLANNING – Applications were reviewed by Tandridge Parish Council and the following comments sent to Tandridge District Council</b>
7.1	2022/321 Gaysland Farm, Tandridge Lane, Lingfield, Surrey, RH7 6LW Demolition of out building, store and covered area. Erection of single storey side extension, single storey front extension and single storey first floor extension and internal alterations. <a href="http://tdccomweb.tandridge.gov.uk/Planning/dialog.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&amp;Param=lg.Planning&amp;SDescription=2022/321&amp;viewdocs=true">http://tdccomweb.tandridge.gov.uk/Planning/dialog.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&amp;Param=lg.Planning&amp;SDescription=2022/321&amp;viewdocs=true</a> <b>Tandridge Parish Council has no objection to the application</b> <b>Tandridge Parish Council has no further comment on this application</b>
7.2	2022/408 7 Park View, Crowhurst Lane End, Tandridge, Oxted, Surrey, RH8 9NT Vehicle crossover to create a second car parking space for an electric vehicle <a href="http://tdccomweb.tandridge.gov.uk/Planning/dialog.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&amp;Param=lg.Planning&amp;SDescription=2022/408&amp;viewdocs=true">http://tdccomweb.tandridge.gov.uk/Planning/dialog.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&amp;Param=lg.Planning&amp;SDescription=2022/408&amp;viewdocs=true</a> <b>Tandridge Parish Council has no objection to the application</b> <b>Tandridge Parish Council has no further comment on this application</b>
7.3	2022/437 Fern Glen, Crowhurst Lane End, Tandridge, Oxted, Surrey, RH8 9NT Erection of Single Storey Rear/Side Extension and Font Porch Extension <a href="http://tdccomweb.tandridge.gov.uk/Planning/dialog.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&amp;Param=lg.Planning&amp;SDescription=2022/437&amp;viewdocs=true">http://tdccomweb.tandridge.gov.uk/Planning/dialog.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&amp;Param=lg.Planning&amp;SDescription=2022/437&amp;viewdocs=true</a> <b>Tandridge Parish Council has no objection to the application</b> <b>Tandridge Parish Council has no further comment on this application</b>
7.4	2022/441 The Mint, 1 Crowhurst Lane End, Tandridge, Oxted, Surrey, RH8 9NT Demolition of existing conservatory and erection of a single storey rear extension along the length of the existing rear elevation to create additional living space. <a href="http://tdccomweb.tandridge.gov.uk/Planning/dialog.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&amp;Param=lg.Planning&amp;SDescription=2022/441&amp;viewdocs=true">http://tdccomweb.tandridge.gov.uk/Planning/dialog.page?org.apache.shale.dialog.DIALOG_NAME=gfplanningsearch&amp;Param=lg.Planning&amp;SDescription=2022/441&amp;viewdocs=true</a> <b>Tandridge Parish Council has no objection to the application</b> <b>Tandridge Parish Council has no further comment on this application</b>

Clerk: Mrs C Kennedy, Red Tiles, Newchapel Road, Lingfield, Surrey, RH7 6BJ,

Tel: 01342 604 338

Email: [tandridgepc@hotmail.co.uk](mailto:tandridgepc@hotmail.co.uk)

Web: [www.tandridgeparishcouncil.org.uk](http://www.tandridgeparishcouncil.org.uk)

<b>8.</b>	<b>INFORMATION FOR COUNCILLORS <i>(for noting and including on future agendas)</i></b>
<b>8.1</b>	Councillors to note the insurance policy renewal date is 7 <sup>th</sup> June 2022 and the clerk will circulate the policy documents prior to the June Meeting.
<b>8.2</b>	Councillors to note the internal audit will be carried out remotely

<b>9.</b>	<b>MEETING DATES</b>
<b>9.1</b>	7 <sup>th</sup> June 2022 5 <sup>th</sup> July 2022 6 <sup>th</sup> September 2022 4 <sup>th</sup> October 2022 1 <sup>st</sup> November 2022 6 <sup>th</sup> December 2022