

## LIMPSFIELD PARISH COUNCIL

**Minutes of the Parish Council Meeting held Monday 9th March 2015, in Conference Room 3, Tandridge District Council Offices, Station Road East, Oxted at 7:30pm**

**PRESENT:** Chair Mr R Harvey (RH)  
Councillors Mr J Davies (JD), Mr M Wilson (MW), Mrs L Carson (JC)  
Mr M Bruning (MB)  
District Cllrs Mrs L Dunbar (LD)  
**In attendance:** Clerk Mrs Ros Munday ( the Clerk)

### 1.0 APOLOGIES

Mr A Turner (AT), Mrs S Paxton (SP), Mr D Gray (DG), Mr P Bailey (PB)

### 2.0 MINUTES

The minutes of the meeting held on 9th February 2015 were approved and signed as a true record.

### 3.0 DECLARATIONS OF INTEREST/DISPENSATIONS

PB declared a personal interest in Planning Application TA/2015/265 Beech House Brassey Road Limpsfield in that he knows the owner.

## 4. NEW MATTERS

### 4.1 Alleged Footpath South of Tenchleys Wood

Reference was made to an email dated 19.2.15 from Surrey County Council (SCC) stating that a member of the public had submitted an application for a Map Modification Order (MMO) to add a public footpath to the Surrey County Council Definitive Map and Statement (DMS), between FP55 and BW54 (Limpsfield) south of Tenchleys Wood. It is considered that the evidence shows that a public footpath is reasonably alleged to subsist over the route. A legal order to modify the DMS should therefore be made. LPC had made representations in favour of this footpath. No further action required.

## 5.0 MATTERS ARISING

### 5.1 Archiving of Parish Records

In PB's absence, nothing to report.

### 5.2 Localism in Highways

RH advised that positive feedback has been received from Steve Cunnah at SCC regarding issues in Limpsfield High Street such as the blocked drain but no action has yet been taken. It is hoped that a camera will be put down the drain as it would appear that it is blocked possibly by roots. The drain in Hookwood Park has been successfully jetted.

### 5.3 BT Fibre Optics Boxes in the Parish

Clerk reported that no payment has yet been received from Openreach for the hedge planting etc and will chase this up.

**Action:- Clerk to chase up payment**

### 5.4 Regeneration of Oxted Town Centre

Nothing to report

## 5.5 Graffiti

Nothing to report

## 5.6 Neighbourhood Plan - proposed designation process

PB reported by email that he has nearly finished drafting the application for designation and will circulate it in the next few days to obtain consent before the next meeting if all agree. It was agreed that it should be submitted before the Annual Meeting on 18th March 2015.

MW commented that nearly all local Parish Councils are doing Neighbourhood Plans, the exception being Oxted. Lingfield would appear to offer a good role model for future reference.

**Action:- PB to complete application, circulate for approval and submit to TDC prior to the Annual Meeting**

## 5.7 Possible Limpsfield Burial Plot

Clerk referred to a telephone call and a letter from a parishioner expressing concern and distress at the impossibility of obtaining a burial plot in Limpsfield for her late daughter, who had specifically requested a burial within the Parish. LPC expressed heartfelt sympathy for the family and it was agreed that as this issue has also been raised very recently by others, it is essential to investigate whether anything can be done to resolve the problem for the future. The Clerk confirmed that a letter has been sent to the local Parochial Church Council to enquire about the present policy for the burial of Limpsfield parishioners in the existing church yard which is understood to be full and whether it might be possible to acquire some more land to extend the churchyard. No response has yet been received but LPC believes that the urgency of this situation is now understood and that neighbouring landowners will be approached accordingly. The Clerk was asked to write to the parishioner to thank her for highlighting this issue, to explain the actions that are being taken and to confirm that LPC will report any progress made.

**Action:- Clerk to write to parishioner**

## 5.8 Future of the Limpsfield Blues Football Pitch

Since the last meeting, Neil Fallowfield (NF) of Biscoe Craighall, Chartered Surveyors, has been appointed to assist the Diocese which has been advised that it needs to proceed in accordance with Charity Law in seeking appropriate market terms for any letting. Clearly NF has seen correspondence from LPC and has also been in communication with Churchwardens as well as Father James Percival. NF is therefore aware that LPC is trying to register the Glebe Field as an asset of community value and that there are relevant Tree Preservation Orders. MW reported that he believes that it is now likely that the power will be left on in the Clubhouse to facilitate maintenance of the Field and that the balance of the Limpsfield Blues' lease (around two years) will be granted to St Peters Church. With regard to the question of maintenance, MW recommended that LPC should purchase the mower which used to belong to the Limpsfield Blues at a cost of £300 and then pay Geoff Tozer to cut the grass. Whoever ultimately buys or takes a full lease of the Field can then buy the mower off LPC and take over the grass cutting. MW has offered the help of the Parish Council in finding a long term tenant and in the meantime, he and RH will visit the tenant farmers to ascertain whether they need assistance with stock proofing the Field so that they can continue to use it without any problems. It was agreed that the topic of Registration of Assets of Community Value should be placed on the Agenda as other assets in the Village should be considered for nomination.

**Action:-MW and RH to contact tenant farmers; Clerk to add the topic of Registration of Assets of Community Value to the Agenda**

## 5.9 Annual Parish Meeting

MW confirmed that he has name badges for Councillors and Clerk and will bring them to the Meeting. RH, JD and the Clerk will set up the Hall at 5.30pm - any other volunteers would be welcome. JD will provide the key for the crockery cupboard and will ensure that a screen is available for Mark Richards (MR). RH will provide refreshments, JC will provide copies of the

Agenda for distribution and it is understood that PB will collect and introduce the Guest Speaker.

### **5.10 Restoration of the Limpsfield War Memorial**

In AT's absence, nothing to report.

### **5.11 Future of Oxted School**

The contents of Brian Taylor's email of 21st February 2015 were noted and it was accepted that there is nothing further that LPC can do with regard to this matter despite there being a high level of concern about the Governors' proposals. RH requested that his email of 9th March 2015 be forwarded to Sam Gyimah MP.

**Action:- Clerk to send email to Sam Gyimah**

## **6.0 PUBLIC SESSION**

MR was welcomed to the Meeting. See Item 11.1.

## **7.0 DISTRICT COUNCILLOR REPORTS**

LD advised that she has attended a meeting with Dr Hill at the Oxted Health Centre and was able to report some positive action. The surgery is now open until 7.30pm on Monday, Tuesday and Wednesday. Also more emergency appointments have been made available on Mondays as this is always a particularly busy day. Improvements are being made to the waiting room so that there will be more space and a Well Being Clinic is being opened. The intention is that the Clinic will assist with matters associated with health such as giving up smoking. Unfortunately it seems that it is proving difficult to replace Dr Sathananthan but it is hoped that the matter will soon be resolved. LD queried whether Nurse Practitioners could be recruited but unfortunately it seems that they are difficult to find.

LD also advised that work on the new Pelican Crossing on the A25 has commenced and there are now traffic controls which will hopefully help to minimise traffic problems while the work is being done.

With regard to the reflective chevrons requested for the corner of Titsey Road, LD confirmed that County Councillor Nick Skellett (NS) has spoken to Community Services and in theory the signs can go up but there has to be a safety audit. Unfortunately Surrey County Council do not carry out such audits and so there is no action at present. In fact, the householders concerned would like to have posts put up within the white line and close to the wall but there is probably not sufficient room for this.

**Action:- LD will continue to chase re reflective chevrons/posts.**

## **8.0 CHAIRMAN'S REPORT (including correspondence not covered under any other item)**

RH advised that the wall outside the Manor House in the High Street is now being replaced and commented that Ollie Blake is doing a very good job. The Clerk was asked to write to the freeholder to express the appreciation of the Parish Council for dealing with this matter so promptly and for ensuring that the wall is so sympathetic to its surroundings.

An email has been received regarding the telephone kiosks in the High Street both of which are up for adoption. PB reported by email that the modern kiosk needs TDC approval but the red box is up for adoption without any other approvals. Once adopted they are disconnected. PB has sent an enquiry to BT to ask what happens to the public telephone service if both boxes are disconnected but is likely to recommend that LPC adopts the red one and presses to have the other retained as a public phone box. The costs will have to be investigated.

**Action:- Clerk to write re The Manor House; PB to continue to investigate the adoption process for a BT kiosk**

## **9.0 PARISH COUNCILLORS' REPORTS**

### **9.1 Planning**

An email from TDC of 23.2.15 setting out the sites submitted following the Call for Sites was noted.

### **Objections/Comments**

TA/2015/195

Vane Cottage Ballards Lane

Demolition of existing dwelling and garage. Erection of detached dwelling with integral garage and detached outbuilding.

**TA/2015/197**

Vane Cottage Ballards Lane Limpsfield

Demolition of existing garage. Erection of single storey extension to north east and south east elevations, double garage to north west elevation and two storey extension to south west elevation. (Certificate of lawfulness for a Proposed Use or Development).

**TA/2015/265**

Beech House Brassey Road Limpsfield

Erection of single storey side extension.

**No Objections/Comment**

**TA/2015/177/TCA**

Church Cottage High Street Limpsfield

Crown lift 2 Yew to approx. 4m above ground level & lightly trim smaller upper branches.

**TA/2014/1229**

Heathercroft Chapel Road Limpsfield

Appeal.

**TA/2015/268**

Deep Well Trevereux Hill Limpsfield

Erection of two storey side extension to provide ancillary residential use and two storey front extension.

Unable to comment at present as no 'existing' plans provided. Plans requested.

**TA/2015/271**

Oakwood Grub Street Limpsfield

Erection of single storey side extension.

No further comment to TA/2015/81 previously submitted.

**TA/2015/284/TCA**

Galletts High Street Limpsfield

Reduce crowns of 2 Silver Birch and 1 Cotoneaster by 50%.

**TA/2015/298**

Boulthurst Farm House Pains Hill Limpsfield

Erection of single storey extension to south elevation.

Proposed no objection subject to listed building approval.

**2015/295/TPO**

Hunters End Uvedale Road Limpsfield

TPO 77(Godstone) T1 & T2 Corsican Pines: Reduce height of both trees by 6m to leave residual height of 19m; including the removal of dead limbs at the tops of the trees.

**Planning Determinations**

**TA/2013/1272.**

The Hollies, Kent Hatch Road, Limpsfield

Conversion of garage to habitable accommodation

**APPEAL DISMISSED**

**2014/1675**

12 Titsey Road, Limpsfield RH8 0DF

**APPROVED (FULL)**

Erection of rear conservatory. (Amended Site and Block Plan)

**2014/1920/TPO**

**APPROVED BY LETTER**

Land opposite The Springs, Trevereux Hill, Limpsfield RH8 0TL  
TPO 7 (GOD)

**2014/1931**

**REFUSE**

Oast Cottage, Pastens Road, Limpsfield RH8 0RE  
Erection of a roof extension to provide second floor observatory.

**2014/1940**

**PRIOR APPROVAL IS GIVEN**

Grants Lane Overbridge 527, Limpsfield, Surrey RH8 0RH  
Reconstruction of Existing Overbridge (Prior Approval)

**2014/1952**

**APPROVED (FULL)**

Hill Top, 3 Sylvan Close, Limpsfield, Surrey RH8 0DX  
Erection of single storey side extension. Formation of additional hardstanding to front of property.

**2014/1982/TCA**

**APPROVED BY LETTER**

22 Titsey Road, Limpsfield RH8 0DF  
Reduce crown of 1 Yew to leave height of 5m & spread of 4m

**2014/1983**

**APPROVED (FULL)**

172 Bluehouse Lane, Limpsfield, Surrey RH8 0DE  
Formation of vehicular crossover and hardstanding.

**2014/2002**

**APPROVED (FULL)**

Scearnbank, Kent Hatch Road, Limpsfield RH8 0TB  
Single storey side and rear extension. First floor rear extension.

**9.2 Highways**

Nothing to report

**9.3 Rights of Way**

Nothing to report

**9.4 Parish Property**

Nothing to report

**9.5 Playground**

RH confirmed that he has made his monthly inspection of the playground and all is well except that the gate has not yet been fixed. RH will contact Tandridge District Council (TDC).

**Action: RH to make monthly inspection**

**9.6 Publicity**

Nothing to report

**9.7 Parish Council Garden**

AT was not able to be present but reported by email that he has done a lot of tidying up including removal of brambles etc over the winter and planted a few heathers. He hopes to organise a working party in the spring.

**10.0 FINANCE**

**10.1 Payments**

**Main Account**

Chq 269 - ATC Arboriculturists Ltd  
Chq 270 - Mrs R Munday re salary

**£**  
660.00  
423.00

## 10.2 Receipts

Refund of VAT	48.57
Contribution from Stanhopes Residents re Treework	275.00

MW requested the Clerk to email him with details of the current balances on the Main and Playground Accounts prior to the Annual Meeting the following week. JC asked the Clerk to contact NatWest Bank to arrange a change of signatories on the Bank Accounts given that two signatories will be stepping down from the Council in May 2015.

**Action:- Clerk to email MW and to contact NatWest Bank**

## 11.0 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

### 11.1 Limpsfield Common Local Committee

Mark Richards (MR) thanked LPC for the proposed contribution of £200 which will be used to help to extend the trench on the land opposite St. Andrew's Church so that it will prevent parking on the Chart near the Carpenters Arms. He will let LPC know when he needs the funds and to whom the cheque should be made payable.

The Titsey Estate has been burning rubbish on the Chart and as usual there has been no warning given. MR commented that the timing could have been better and in the absence of contact details for Titsey, all complaints tend to be directed to MR. However, it is understood that Mark Warnett (MWT) of Strutt & Parker (land agents to the Titsey Estate) is intending to put up signs with the appropriate contact details and this should be helpful. However, MW suggested that it would also be helpful to have a dialogue with Titsey and that contact should be made with Guy Innes rather than going through MWT.

MR advised that following the upset caused by the loss of a beech tree which should have been protected by virtue of the fact that it was on the Ancient Tree Record (see Minutes December 2014) a complaint was made to National Trust Headquarters and this has resulted in MR being given the sum of £8000 to enable him to be proactive in preserving about twenty five beech trees.

MR also advised that the animal homes which have been constructed on the Chart for hedgehogs etc have attracted huge interest and are definitely encouraging people to come onto the Chart, particularly children.

There have been very positive comments about thinning which has been underway around Happy Valley and which should encourage a particularly good display of bluebells.

MR is very pleased to have about 44 volunteers at present and the focus for the time being will be the area around Happy Valley, Ridlands Grove and Moorhouse. Unfortunately there does not seem to be a regular police presence around Moorhouse at the moment but MR is doing his best to make the area family friendly.

### .11.2 Limpsfield in Bloom (LIB)

AT advised by email that it is the 10th anniversary year of LIB so they are planning a celebration theme. Further information will be available at the next meeting. In the meantime there will be a working party on the River Eden on Saturday 14th March at 10 am should anyone be interested in volunteering to assist .

## 12.0 AOB

RH referred to his email of 9th March which proposes that the LPC website should be updated along the lines of that belonging to East Horsley Parish Council (<http://www.easthorsley.info/>) which he believes to be particularly good. It is clear, comprehensive and easy to navigate and was designed by The Creative Workshop. RH understands that if The Creative Workshop design a new website, included in the package is initial training in managing the website, plus six months support, as well as a management 'workshop manual'. RH has asked them to send a proposal for consideration as he believes that it is essential to have a good clear website that is user friendly particularly if we embark on a Neighbourhood Plan. Other planning matters and issues such as Oxted School should appear on the website, as these are important to local residents and it shows that we as a council, are engaged and up to speed.

**Action:- Clerk to add this matter to the Agenda for future discussion**

**NEXT MEETING**

The next meeting will be held at 7.30pm on Monday *13th April 2015*, Glebe Room, St Peter's Hall, Limpsfield

The Meeting closed at 9.30pm.

Clerk to the Parish Council