

BROCKHAM PARISH COUNCIL

Clerk to the Council
Mrs C M Plumb
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Mill Hill Lane
Brockham
Surrey RH3 7LR

Tel: 01 737843471

Chairman
Cllr R Hammond
Tel: 01737843407

TO ALL MEMBERS OF THE PARISH COUNCIL

Your attendance is requested at the General Meeting of the Parish Council to be held in the Pavilion, Middle Street on **Monday 7th December 2009** at 7.30 pm Committees will meet at 7.00 p.m.

Celia Plumb Clerk to the Council

AGENDA

1. Apologies
2. Declaration of Interest
3. Minutes of the Meeting held on 2nd November 2009 (already circulated)
4. Person Responsible for Report to Parish News
5. Matters Arising
 - Dog Bins
6. Chairman's Report
 - Christmas Corner
 - Remembrance Sunday and re-dedication of War Memorial
7. Financial Report
 - Approve Precept
 - Risk Assessment
 - Grounds Maintenance Contracts – Freedom of Information Request
 - Elizabeth Bailey Field – Annual Return
8. Clerk's Report
9. Parish Plan and Parish Emergency Plan (SCC)
10. Community Issues
11. Youth Council for Brockham
 - Up date on ProjX
12. Recreational Facilities including Elizabeth Bailey Field
13. Brockham Website
14. Planning Matters:

MO/2009/1319/PLAH	4 Kiln Lane	Garden Room
MO/2009/1311/PLAH	73 Old School Lane	Summer House
MO/2009/1314/PLAH	64 Nutwood Avenue	Extensions
MO/2009/1306/PLAH	rear of 1a Hillside Close	Orangery

 - Code of Practice for Planning Applications
 - Larger Villages Character Appraisal - MVDC
15. Highways and General Purposes
16. Allotments
17. Reports of Meetings
18. Any Other Urgent Business

PART 2

PUBLIC TIME

Approximately 8.30 p.m

BROCKHAM PARISH COUNCIL

Minutes of the General Meeting of Brockham Parish Council held on Monday 2nd November 2009 in the Pavilion, Middle Street, Brockham at 7.30 pm.

117. **PRESENT:** Cllr Roger Hammond (in the Chair)
Cllrs K Luff, Smith, Richards and Hamilton
Mr J Straw and Ms S Parkes - Planning Policy MVDC
Ms Debbie Rose and Tina Black – MVDC – ProjX
4 youths from the village
1 Parishioner
118. **APOLOGIES:** Apologies were received from Cllrs Homewood, Washtell, Budd and Millward.
Surrey Police
119. **MINUTES:**
Minutes of the meeting held on the 5th October were approved and signed.
120. **DECLARATION OF INTEREST:**
Cllr Hammond declared an interest in planning application MO/2009/1141/TFC
Cllr Smith declared an interest in any discussions regarding parking in Warrenne Road.
121. **PERSON RESPONSIBLE FOR REPORT TO PARISH NEWS:**
Cllr Hamilton was thanked for submitting the October report to the Parish News and
Cllr Hammond agreed to submit the November report and draw attention to the dog fouling issue on the Big Field and request the public to keep their dogs on the lead when exercising them on the Big Field and also not to park over the footpath adjacent to Kiln Lane.

MVDC – PRESENTATION ON THE LOCAL DEVELOPMENT FRAMEWORK

Mr Straw explained the need for affordable housing under a shared ownership scheme or through a Housing Association as highlighted in the Parish Plan and Housing Survey. MVDC at present trying to identify possible sites and explained that the Government would be working with the rural communities and Parish Councils to identify such sites and then allocate a site exclusively for affordable housing under a Section 106. Land allocated for housing through the planning route would have assistance from MVDC but if a Rural Exemption site the developer has to organise the application etc. Surrey Community Action are available to advise on certain schemes.

PRESENTATION - Ms Debbie Rose – Youth ProjX– MVDC

Ms Rose explained that she had been working with the youngsters at the Elizabeth Bailey Field and they had formed the Let's Do It Team (LDIT). A voice for the youth to express their opinions on environmental issues and she would assist and give guidance with ideas, materials etc to enable them to achieve their aims. The Team requested permission to have street art at the Elizabeth Bailey Field and the Parish Council agreed in principle to this. The Parish Council also agreed to assist with the purchasing of goal posts when the outstanding works had been completed on the Play Area. Await further information from the Team regarding the street art. Master Joshua Hamilton, representing LDIT gave a very clear vision of how the Team would like to progress.

122. MATTERS ARISING:

Village Pump – MVDC have put in a bid for funding to repair/revamp the Pump which will be considered in the 2010 Budget.

Dog Bins – Cllr Richards to meet the Dog Warden at the proposed sites and if suitable Parish Council agreed to purchase two bins at a cost of approximately £250 each including installation and a further £70 each for the emptying cost per annum.

War Memorial – final preparations underway for the re-dedication of the War Memorial on Remembrance Sunday to be followed early December with the chain link fencing surrounding the Memorial. Cllr Hammond to lay the wreath on behalf of the Parish Council.

123. CHAIRMAN'S REPORT:

Cllr Hammond thanked Cllr Richards for taking the Chair at the October meeting and Cllr Hamilton for preparing the report to the Parish News.

Cllr Hammond to liaise with Mr Bartlett shortly regarding the Emergency Plan – SCC.

Cllr Hammond reported he would not be at the December Parish Council meeting and Cllr Richards agreed to take the Chair and Cllr Hamilton agreed to submit the report to the Parish News.

124. FINANCIAL REPORT:

Current Account	5,731.43	
Deposit Account	12,720.35	
Reserve Account	743.69	
War Memorial Acc/No2	2,186.14	
EBF Account	1,021.57	
Cheques drawn		
1131 Mr C Long	Maintenance of EBF	150.00
1132 Recreation Ground	Hire of Hall	20.00
1133 Dorking & Dist Pres Society	Donation	25.00
1134 Eclipse Tree Services	Weed killing path on Big Field	69.00
1135 R Mason	Tree Surgery to Willows on Brockham Lane	172.50
1136 CPRE	Subscription	30.00
1137 Surrey County Playing Fields	Subscription	30.00
1138 Mrs C M Plumb	Clerk's Wages	386.73
1139 H M Revenue and Customs	Tax	96.60
1140 Mrs C M Plumb	Expenses internet	61.62
	Mileage	37.60
	Telephone	27.00
		126.38
1141 Dorking Stationers	Cartridges for printer	
1142 Mr C Long	Maintenance of EBF	150.00

SCC paperwork completed for £500 towards Big Field Ditch from County Councillor Helyn Clack

New initiative funding SCC through local committees – propose BW 52

Allianz Insurance explained position for increase and cover for over Cllrs over 75

Risk Assessment – JW – December meeting

SCA cheque £200 – ideas for what to spend it on - suggestion to get millennium stone cleaned and AD added – Clerk to contact Mr Anstey, Stone Mason, responsible for work on the War Memorial for a quote.

Draft Budget/Precept –Cllr Washtell thanked for hosting the meeting. Draft Budget presented – discussed but to be approved at the December meeting.

Big Lottery Grant explanation – monies to be paid into our Account direct from MVDC - Parish Council responsible for the VAT on the work.

E B F - Monies for drainage grant from MVDC – Parish Council to pay the contractors first then claim the monies from MVDC.

Request for an elderly crossing sign at Poland House – enquiries to be made with SCC Highways Steward and MVDC.

Elizabeth Bailey Field Annual Return – await paper copy for completion.

125. CLERK’S REPORT:

Clerk thanked Cllr Homewood for taking notes at October meeting.

Monies for wreath – Royal British Legion collected and passed to Mr Holgate RBL

C C Helyn Clack brought SCC Chief Executive to Parish on his tour of Dorking Rural Parishes

GACC – Annual General Meeting 13th November 7.30 at Gatwick Manor Hotel Speaker Rt. Hon Francis Maude

MVDC Land Allocations Development Plan – confirmed Parish Council interest

Surrey Hills Information passed to Cllr Hammond

Closure of MVDC Information Centre noted with regret.

Clerks Meeting with MVDC – 17 November 1.00 pm

MVDC – Tree Preservation Order re Holly Cottage

MVDC – Core Strategy Development Plan

Items to be table:

SCA Newsletter

GACC Newsletter

Nigel Jeffries Landscape

126. PARISH PLAN AND EMERGENCY PLAN:

No report.

127. COMMUNITY ISSUES:

Consider preparing a Welcome Pack for new Parishioners and also whether to hold a Parish Meeting to welcome new parishioners to the Village once a year. For discussion.

128. YOUTH COUNCIL FOR BROCKHAM:

Suggested that Ms D Rose from ProjX contact Mrs C Ritchie at MVDC with a view to taking the matter forward.

129. RECREATIONAL FACILITIES INCLUDING THE EBF:

Cllr Millward provided copies of the revised quote for the drainage improvements on the EBF. The revised quote includes improvements/drains and ditch work at the back of the field. Quote £14,567 plus VAT £2,210 (to be reclaimed). Cllr Hammond to seek clarification from Cllrs Budd and Millward before accepting the final quote,

130. BROCKHAM WEBSITE:

It was reported that the website had been very busy and certain changes were being made. The Parish Council are extremely grateful to the web team for administering this site.

131. PLANNING MATTERS:

There were no objections to the undermentioned applications.

MO/2009/1014/PLAH	1 Warrenne Road	Single Storey side extension
MO/2009/1141/CAT	24 The Borough	Tree Surgery
MO/2009/1147/CAT	71-72 Old School Lane	Tree Surgery
MO/2009/1196/PLAH	21 Glenfield Road	Convert garage to accommodation
MO/2009/1219/LBC	16 The Borough	Erection of rear porch
MO/2009/1247/CAT	Old Inn Lodge, Brockham Green	Tree Surgery
MO/2009/1076/PLAMAJ	land south Castle Gardens	Enlargement of lake etc

Further information required regarding this application.

MO/2009/1103/PLA Dorking Rugby Club Kiln Lane Two storey annexe
Letter to be sent to MVDC expressing concern over the impact it will have on the village

MO/2009/1143/TFC Century Cottage Tree Surgery
Enquiries to be made with the Tree Officer at MVDC regarding clarification of the Tree Preservation Order.

MO/2009/1156/SCC Old Barley Mow Sandpit SCC app – for consultation only
Letter of objection to be sent to MVDC
MO/2009/1213/CC Dorking Garden Centre Variation of Condition 11
(allow sale of pet food etc)

Enquiries to be made as there were no site plans available

MO/2009/1248/PLA 31 Tanners Meadow Extensions
Letter of objection to be sent raising issues regarding the boundary.

APPEAL

MO/2009/0881 6 Brockham Lane Erection of 2 houses
Agreed to reiterate the original grounds for objection

Hortons – letter received clarifying certain issues raised following their presentation to the October Parish Council meeting

The Steading. – letter received from the applicants Surveyors clarifying concerns expressed by the Parish Council to MVDC. Decision to be made on removal of the agricultural condition on 4th November by MVDC.

Decisions

MO/2009/0881/PLA	6 Brockham Lane	2 dwellings	Refused
MO/2009/1027/CAT	Vicarage Cottage	Tree Surgery	No Objection
MO/2009/0929/PLAH	3 The Smithers	Rear Extension	Approved
MO/2009/0975/EBC	Land west of Chalkpit Lane	EDF Energy works	No Objection

132. HIGHWAYS AND GENERAL PURPOSES:

Big Field Ditch – hedge adjacent to Kiln Lane cut. Parishioners requested that users of the Big Field do not park on the footpath adjacent to Kiln Lane so obstructing pedestrians access. County Councillor Helyn Clack has donated £500, from allowances, towards the maintenance of the ditch

Outstanding jobs with SCC

82096239	Old School Lane	Blocked culvert –raised job in Feb (Environment Agency checking the position)
82105409	Borough Bridge	Request for SLOW to be painted on road – (with contractors)

83019545 Wheelers Lane junction with Middle Street Request for hatching on corner
(letter now required)

133. ALLOTMENTS:

Wheelers Lane site – permission granted for chickens to be kept on a plot.
Middle Street site – permission granted for a shed in accordance with the Rules.
Water to be switched off at both sites when appropriate.

134. REPORTS OF MEETINGS:

Big Field Management meeting – agreement to continue with regard to the maintenance of the ditch. Dorking Rugby Club submitted plans to MVDC for extension/improvements to Pavilion. Committee have requested that users of the field refrain from letting their dogs foul on the area.

135. ANY OTHER URGENT BUSINESS

None

PART 2

None

SURREY POLICE REPORT:

Only one incident of disturbance was reported at the Orchard, Mill Hill Lane.

Meeting closed at 10.20 pm

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