



Ripley Parish Council

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MINUTES OF RIPLEY PARISH COUNCIL MEETING HELD ON THURSDAY 17th NOVEMBER 2011 AT 7.30PM AT THE CHURCH ROOM, RIPLEY PARISH CHURCH.

Present: Cllr Jennie Cliff (Chairman)
Cllr Caspar Hancock
Cllr Richard Ayears
Cllr Suzie Powell-Cullingford
Cllr Lisanne Mealing
Cllr Vernon Wood

Alison Jones Clerk of the Council

Also present: Guildford Borough Councillor John Garrett, PCSO Lisa Clarke and 4 members of the public

Apologies: Cllr Colin Cross

131/11 STATEMENTS BY THE PUBLIC

Prior to the commencement of the formal meeting, members of the public were invited to speak.
The following comments were received:

- a) Cllr Garrett reported that he had seen the plans for White Hart Court and recommended that the parish council wrote to A2Dominion for a copy of the plans.

RESPONSE: Cllr Cliff thanked Cllr Garrett and confirmed that the clerk would ask for the plans as he suggested.

- b) A local resident asked if there had been any provision to widen Newark Lane when the plans for the former Suzuki site were drawn up and requested that pressure be put on Surrey County Council to repair the road along this section of Newark Lane. He asked that improvements be made at the junction of Newark Lane with the High Street.

RESPONSE: Cllr Cliff confirmed that no provision had been made to widen Newark Lane and that the condition of the road would be reported to Surrey County Council. Cllr Ayears explained that previous suggestions for improvements to the road junction had been rejected by Highways.

- c) Cllr Garrett reported that White Horse Lane provided pedestrian only access to White Hart Court.

RESPONSE: Cllr Wood explained that it had originally been vehicle access for farm vehicles.

- d) A local resident asked if there had been any progress with Surrey County Council regarding the control of parking on the green.

RESPONSE: Cllr Cliff confirmed that there had been no further progress but the new public car park at White Hart Court needed to be built first to provide an alternative to parking on the Green.

132/11 APOLOGIES FOR ABSENCE

Apologies for absence from Councillor Colin Cross were received and accepted.

133/11 DISCLOSURE OF INTERESTS

Councillor Jennie Cliff declared a personal interest in Item 18 Allotments: Cllr Cliff's husband is an allotment holder.

Councillor Caspar Hancock declared a personal interest in Item 18 Allotments: Cllr Hancock is an allotment holder.

134/11 MINUTES OF THE MEETING HELD ON THURSDAY 20th OCTOBER 2011

The minutes of the meeting held on Thursday 20th October 2011 were received, confirmed and signed as a true and correct record by the Chairman, Councillor Jennie Cliff.

135/11 PARISH CLERK'S REPORT

The meeting received an oral report from the Clerk, (copy attached to record minutes), which included:

- highwaysinfo@surreytravel
- Surrey Bus Review - Guildford and Waverley
- Parish remuneration panel report
- Tree in layby
- Toilet refurbishment
- Conservation Area Review
- Closure of Tithebarns Lane
- Surrey County Council online survey re public services
- Land adjacent to Newark Lane car park
- Olympic cycle race

It was **RESOLVED: That the report by the Parish Clerk be noted.**

In accordance with Standing Order 20 (r) and with the agreement of the meeting, the Chairman adjourned the meeting to allow PCSO Lisa Clarke to speak. There had been 9 crimes: 1 theft of a motorbike, 2 burglaries of outhouses, 1 assault, 1 theft from a shop, 1 theft from a car, 2 criminal damage to cars and 1 theft from a farm. PCSO Clarke asked members to look out for vulnerable people and take care to lock their cars. Please report any suspicious loitering cars. A Speed Safety week is being held next week with children assisting.

The meeting resumed.

136/11 CORRESPONDENCE

a) an e-mail dated 28th October 2011 from the charity Majlis Ansarullah UK asking permission to hold an information stall in the parish. (Copy attached to record minutes). The clerk had advised contacting Surrey County Council Highways.

It was **RESOLVED: That the request for permission to hold an information stall in the village be noted.**

b) an e-mail dated 8th November 2011 from a local resident requesting that the posts and rails near Island Cottages and Avon House be re-instated to prevent erosion of the grass. (Copy attached to record minutes).

It was **RESOLVED: That rustic posts be sourced by Cllr Ayears who will arrange their installation.**

137/11 CHAIRMAN'S REPORT

Members received an oral report from the Chairman in which she thanked all those involved with the Christmas Fair. The meeting with planning officers held on 28th October had been positive and helpful. 9 matters were discussed and various actions identified. The head teacher at Ripley Primary School had offered to talk at the Annual Parish Meeting about the school and its place in the community.

It was **RESOLVED: That report by the Chairman be noted.**

138/11 2012/13 BUDGET AND PRECEPT CALCULATION

Members received and considered the report from the Parish Clerk on the calculation of the level of precept required to support Parish Council activities during 2012/13. The number of Band D equivalents had risen in 2011 to 843.46. £56.14 per Band D Equivalent was proposed - an increase of 2%. (Copy attached to record minutes).

It was **RESOLVED: That the draft budget and precept calculation of £56.14 per Band D equivalent for the financial year ended 31st March 2013 be approved with an allowance for minor adjustments as agreed by the Chairman and Parish Clerk.**

139/11 INTERNAL AUDIT

Members considered arrangements for the review of the council risk assessments which is required for completion of the Annual Return.

It was **RESOLVED: That the risk assessments be reviewed by Councillor Ayears and the result reported to the full council at the January meeting.**

140/11 STANDING ORDERS AND FINANCIAL REGULATIONS

The Clerk had been unable to complete the review of the standing orders and financial regulations as recommended by the internal auditor.

It was **RESOLVED: That the review be completed by the clerk for consideration at the next meeting in January 2012.**

141/11 MEETING DATES

Members considered the proposed council meeting dates for 2012 and the date of the Annual Parish Meeting which must take place between 1st March and 1st June (inclusive) in order to book the village hall.

It was **RESOLVED: That**

a) the Church Room be booked for parish council meetings on the following dates in 2012:

19th January	19th April	19th July	15th November
16th February	17th May	13th September	
15th March	21st June	18th October	

b) The Church Room be booked on Thursday 26th April 2012 at 7pm for the Annual Parish Meeting;
c) The availability of the head teacher to attend the Annual Parish Meeting on 26th April be checked by Cllr Cliff.

142/11 AIMS AND OBJECTIVES

Members received and considered the plan drawn up by Cllr Cliff and the clerk for the targets agreed at the Aims and Objectives meetings held in the summer. Targets were categorized under the headings: Underway, Ongoing, Urgent, Important and Can wait. (Copy attached to record minutes).

It was **RESOLVED: That the plan for the completion of the council targets be noted.**

143/11 CHRISTMAS FAIR 2011

Members received and considered the minutes of the Christmas Event Committee meeting held on 14th November 2011 at 6.00pm at the British Legion, Rose Lane. (Copy attached to record minutes).

It was **RESOLVED: That the minutes of the Christmas Event Committee held on Monday 14th November be noted.**

144/11 PLANNING GROUP

Members received and considered the minutes from the planning meeting held on Monday 7th November 2011. (Copies attached to record minutes).

It was **RESOLVED: That the minutes of the Planning Group meetings held on 7th November 2011 be noted.**

145/11 2012 JUBILEE CELEBRATIONS

Members received as oral report from Cllr Wood on the progress of the plans for the Jubilee Celebrations. He was continuing to look for a cheaper quote for the plaque than that of £280 from sign Studio.

Cllr Wood had asked Bensons about providing a children's ride on 4th June. They may be able to source one for us. Cllr Ayears confirmed that the Scouts marquee should be available. A bring your own picnic was suggested from 6.00 to 6.30pm. The beacon will be lit from 10.00-10.30pm. Sultana is available to provide music. A temporary event notice will be required for the entertainment.

It was **RESOLVED: That the plans for the Diamond Jubilee celebrations be noted.**

146/11 ENVIRONMENT GROUP – THE GREEN

Members received and considered an oral report from Cllr Powell-Cullingford on the recommendations from Surrey Wildlife Trust for planting additional trees along the edge of the Milk Road in order to make a hedge. Applications could be made to the Woodland Trust for free saplings 20-40cm high to be supplied in February and March. There were 4 mixes of species available.

The date for the community work party 15th January was being advertised in the Newsletter. Richard Ayears suggested that Ripley Scouts assist with this work and any planting.

Members considered 2 quotes for the purchase of 10 tons of scalplings to make repairs to the playground car park.

It was **RESOLVED: That**

- a) the Woodland Trust application form be completed by Cllr Powell-Cullingford and the clerk;**
- b) the lowest quote of £273 (VAT inclusive) from Days Aggregates be approved.**

147/11 PLAYGROUND

Members received a report from the parish clerk on the damage to the whirly bird roundabout which occurred over the weekend of the bonfire celebrations. A claim on insurance was initiated before the missing seat was located a few days later. The money has already been paid to the parish council and the replacement set of 4 seats should be installed before Christmas. (Copy attached to record minutes)

It was **RESOLVED: That the repair to the whirlybird roundabout be noted.**

148/11 SALT BINS

Members noted that Surrey County Council Highways has a policy which does not allow salt bins anywhere on the highway, verge or pavement and so the suggested positions of a salt bin by the wooden bus stop and in the Rose Lane dead end were not acceptable. (Copy attached to record minutes)

It was **RESOLVED: That**

- a) the 3 salt bins to be purchased from Guildford Borough Council be positioned at the entrance to the Green by the Guitar Shop, at the start of the footpath from Rose Lane to White Hart Court and on the grass opposite the Talbot Hotel;**
- b) that a letter be written to Surrey County Council expressing dismay at their policy which prevented**

salt bins being located where they would be most helpful for improving public safety when conditions are icy.

149/11 ALLOTMENTS

Members received and considered a report from the parish clerk. The clerk had arranged for the water to be turned off at the meter and someone was interested in taking on plot 29A over the winter at no cost in order to get it ready for planting in the spring. (Copy attached to record minutes).

It was **RESOLVED: That the report by the parish clerk be noted.**

150/11 BURIAL GROUND

In view of the small number of remaining burial plots, members considered a policy which refers applications for large numbers of burial plots to the full council.

It was **RESOLVED: That the following policy be approved:**

“When an application is received for more than 2 deeds of grant of the exclusive right of burial, the clerk shall refer the matter to be discussed by the whole council. In the case of short notice, the clerk should consult with as many Councillors as possible.”

151/11 FINANCE GROUP

Members considered a report on the new Fixed Rate Deposit accounts provided by the NatWest Bank for parish councils. There were three types of account available but only one could be closed in the first year. The higher rates of interest were obtained in the longer term accounts. (Copy attached to record minutes).

It was **RESOLVED: That**

a) £30,000 be invested in a selection of different Nat West Fixed Rate deposits accounts in order to balance higher interest rates with the ability to withdraw cash in an emergency;

b) the following members: Lisanne Mealing, Suzie Powell-Cullingford and Colin Cross be appointed as signatories to the accounts.

152/11 SECTION 137 DONATION

Members considered a request for a £50 donation from the Surrey Farming and Wildlife Advisory group to support local farmers in managing the countryside. The council has the power to make a donation which is commensurate with the benefit derived to the parish under the Local Government Act 1972 s.13.

It was **RESOLVED: That a donation of £50 be made to the Surrey Farming and Wildlife Advisory Group using s.137 Local Government Act 1972 provisions.**

153/11 SCHEDULE OF PAYMENTS

Members received and noted a summary of receipts and payments tabled at the meeting for the period from 1st October to 31st October 2011. (Copy attached to the record minutes).

It was **RESOLVED: That the summary of receipts and payments tabled at the meeting for the period from 1st October to 31st October 2011 be received and noted.**

154/11 SCHEDULE OF CHEQUES FOR APPROVAL

The following cheques were presented by the Parish Clerk for authorisation and signing:

Cheque number	Payee details	Gross £	VAT
100825	Donation for wreath	20.00	
100826	A. Jones – October salary		
100827	Ripley Village Hall October rent	267.75	

100828	Christmas Stall refund	15.00	
100829	Road Closure fee	108.00	
100830	Rapid Print – raffle tickets	78.00	13.00
100831	October - November maintenance	655.00	
100832	Ripley Village Hall Nov rent	267.75	

Accordingly the above cheques for payment were approved and signed.

155/11 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Standing Orders Risk Assessments

The meeting closed at 9.40pm.

Date:

Chairman