



## Ripley Parish Council

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### MINUTES OF RIPLEY PARISH COUNCIL MEETING HELD ON THURSDAY 19<sup>th</sup> JANUARY 2012 AT 7.30PM AT THE CHURCH ROOM, RIPLEY PARISH CHURCH.

**Present:** Cllr Jennie Cliff (Chairman)  
Cllr Lisanne Mealing  
Cllr Colin Cross  
Cllr Richard Ayears  
Cllr Vernon Wood

Alison Jones Clerk of the Council

**Also present:** Guildford Borough Councillor John Garrett and 9 members of the public

**Apologies:** Cllr Caspar Hancock Cllr Suzie Powell-Cullingford

#### 156/11 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 agreed with the parish council that insufficient 1 bedroom units had been set aside for Ripley people in the plans for White Hart Court as displayed in December by A2Dominion.
- b) Several residents wished to hear the parish council's view on the plans for White Hart Court. Cllr Jennie Cliff gave a brief history of the site and explained the effort the parish council had made to secure 1 bedroom units with priority for Ripley people. The parish council had a role as a statutory consultee when the plans had been submitted.

A local resident who had lived in White Hart Court until it closed 5 years ago explained that the promise by Guildford Borough Council that the site would be developed to accommodate Ripley people both young and old had made the closure bearable.

It was confirmed that Guildford Borough Council would allocate the units according to a points system based on several criteria and that the priority for Ripley people remained in perpetuity.

Residents raised concerns about the increase in traffic on Rose Lane and its impact particularly at 9am when there is already congestion. It was explained that many of the previous residents had owned cars and that buses had visited the site. There had been a Day Centre which had brought traffic into the area.

Concerns about parking were raised. It was felt that the public car park was not big enough to cater for the needs of office workers and residents.

It was felt that the overriding problem was the proposed density of housing on the site and its impact on traffic at the junction of Rose Lane and the High Street.

It was explained that in the past traffic surveys had not been accepted by Surrey County Council Highways as showing a need for changes to the junction and there was insufficient room for a roundabout.

The possibility that the new housing may accommodate up to 50 children was raised. The parish council was aware that the school was undersubscribed at present and would welcome the increase in numbers.

**RESPONSE: Cllr Cliff thanked the residents for their comments and for expressing their point of view.**

#### **157/11 APOLOGIES FOR ABSENCE**

Apologies for absence from Councillor Caspar Hancock and Councillor Suzie Powell-Cullingford were received and accepted.

#### **158/11 DISCLOSURE OF INTERESTS**

Councillor Colin Cross declared a personal interest in Item 14 The Green: Cllr Cross lives in a property on the Green.

#### **159/11 MINUTES OF THE MEETING HELD ON THURSDAY 17<sup>th</sup> NOVEMBER 2011**

The minutes of the meeting held on Thursday 17<sup>th</sup> November 2011 were received, confirmed and signed as a true and correct record by the Chairman, Councillor Jennie Cliff.

#### **160/11 PARISH CLERK'S REPORT**

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

- Repair to playground whirl
- Salt bins
- Christmas tree recycling
- Calendar of village events
- Donation to Farming and Wildlife Advisory Group
- Posts by Island Cottages
- Tree in layby near Bridgend Cottages
- Land adjacent to the car park on Newark Lane
- Olympic cycle races
- Volunteer opportunities at Olympic events in Surrey
- Guildford Summer Festival brochure
- Joint Communities meeting

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

#### **161/11 CORRESPONDENCE**

a) an e-mail dated 21<sup>st</sup> December 2011 from a local resident expressing objections to the proposals by A2Dominion for White Hart Court. (Copy attached to record minutes).

It was **RESOLVED: That the objections to the proposed redevelopment of White Hart Court as discussed in the public session be noted.**

b) an e-mail dated 3<sup>rd</sup> January 2012 from "Defend our bus Station Group" giving details of the proposed changes to Guildford bus Station and asking parish council to make their views known prior to the GBC meeting on 9<sup>th</sup> February. The parish council planning committee at the meeting held on 28<sup>th</sup> November 2011 had resolved to consider the matter when the plans were drawn up (Copy attached to record minutes).

It was **RESOLVED: That the plans for the changes to the bus station be examined at the appropriate planning committee meeting.**

#### **162/11 WHITE HART COURT**

Members received a report from Cllr Cliff on the negotiations with Guildford Borough Council regarding the provision of some one bedroom properties with priority for Ripley residents.

Members received a report from the Parish Clerk on the damage to the fencing around the White Hart Court car park following the recent high winds. (Copy attached to record minutes).

It was **RESOLVED: That**

**a) report by the Chairman be noted;**

**b) that the fence panels by South Cottage be replaced as soon as possible and that the fence along the boundary at the far end of the car park be replaced with a low cost alternative.**

#### **163/11 RISK ASSESSMENTS**

Members received and considered the council's risk assessments as reviewed by Councillor Ayears and the Clerk. (Copy attached to record minutes).

It was **RESOLVED: That the revised risk assessments for the playground, allotments, burial ground, bus shelters, Lock up, Office, finances, car park and Green be approved.**

#### **164/11 STANDING ORDERS AND FINANCIAL REGULATIONS**

Members considered the revised standing orders and financial regulations which have been checked by the parish clerk and Cllr Ayears following recommendations to remove any anomalies by our internal auditor. (Copies attached to record minutes)

It was **RESOLVED: That the revised standing orders and financial regulations be approved.**

#### **165/11 CHRISTMAS FAIR 2011**

Members received and considered the minutes of the Christmas Event Committee meeting held on 10<sup>th</sup> January 2012 at 7.00pm at MDM House, High Street. (Copy attached to record minutes). Sincere thanks were expressed to Chris Lee for his hard work in organising the fair and to Lisanne Mealing for the use of MDM House for meetings.

It was **RESOLVED: That the minutes of the Christmas Event Committee held on Monday 10<sup>th</sup> January 2012 be noted.**

#### **166/11 CHRISTMAS CARDS**

Members considered an offer to provide a photograph for a new parish Christmas card at no cost but with an acknowledgement of the photographer printed in the card. A winter view of the Green was considered most suitable.

It was **RESOLVED: That**

**a) the winter view of the Green be chosen for the new Christmas card;**

**b) quotes for printing be researched by Cllr Mealing and Cllr Cliff.**

#### **167/11 MAYORS AWARD FOR SERVICE TO THE COMMUNITY**

Members considered nominations for the Mayor's Award for service to the community which recognizes individuals who have done exceptional work in the community bringing the community together and/or improving the quality of life of others. The deadline for nominations is 2<sup>nd</sup> March 2012.

The following were nominated:

Chris Lee Christmas Fair

Jim Morris Youth Club

Vernon Wood Bonfire Committee, Village Hall, Parish Council – length of service.

It was **RESOLVED: That Chris Lee, Jim Morris and Vernon Wood be nominated for the Mayor's Award for Service to the Community.**

#### 168/11 PLANNING GROUP

Members received and considered the minutes from the planning meetings held on Monday 28<sup>th</sup> November, 19<sup>th</sup> December 2011 and 9<sup>th</sup> January 2012. (Copies attached to record minutes).

It was **RESOLVED: That the minutes of the Planning Group meetings held on 28<sup>th</sup> November, 19<sup>th</sup> December 2011 and 9<sup>th</sup> January 2012 be noted.**

#### 169/11 2012 JUBILEE AND OLYMPIC CELEBRATIONS

Members received and considered designs and quotes for the cost of providing a Jubilee plaque (£84) and Olympic plaque (£99) for the millennium sign at the entrance to the Green. The Jubilee plaque will be Green with gold lettering and the Olympic plaque black with white lettering and coloured Olympic rings.

Cllr Wood reported on the arrangements for the Jubilee celebrations and beacon. Bensons was unlikely to be able to bring a children's ride so a bouncy castle was suggested. The beacon will be lit between 10.00 and 10.30pm with a bring your own picnic from 6.00 or 6.30pm. Sultana will provide music and a marquee is available.

In accordance with Standing Order 10 (x) and with the agreement of the meeting, the Chairman adjourned the meeting to allow Chris Lee to speak. He suggested inviting Farmers Market food and drink stall holders to the Jubilee celebrations. The Farmers Market would underwrite their takings. Cllr Cliff reported that a bar had also been suggested but this was not thought to be necessary. It was considered that the event should be low key because of the risk of bad weather. Chris Lee offered to ask the Farmers Market Committee to sponsor the bouncy castle. This offer was gratefully received.

Purchasing a mug or medal for every child up to the age of 11 in the parish was considered. A method of identifying the children of the parish needs to be found. The school should be contacted to check that something similar was not being done there.

Cllr Cliff and Cllr Mealing and the clerk were meeting with Clare McCann of the History Society to discuss ways in which the history Society could be involved in both celebrations.

On the Olympic Road Cycle race days Scott Hutchinson offered to organise pub teams to compete in races such as 3 legged and egg and spoon on both cycle race days for 3 hours in the afternoon. Prizes could be sponsored by the various pubs/businesses. The Green was a suitable venue but the possibility of using the closed road or the slip roads was considered. However to use the roads the parish council would need the permission of Surrey County Council Highways.

A tannoy system would be required and helpers provided from the Youth Club.

The meeting resumed.

It was **RESOLVED: That**

- a) the quotes and design of the plaques for the Diamond Jubilee and Olympics be approved;**
- b) the arrangements for the beacon and bring your own picnic be noted;**
- c) The level of interest in pub races on the Olympic cycle race days be ascertained by Scott Hutchinson;**
- d) the feasibility of providing a Diamond Jubilee mug or medal to each child in the parish up to the age of 11 be investigated by the parish clerk.**

#### 170/11 ENVIRONMENT GROUP – THE GREEN

Members received and considered an oral report from Cllr Cliff on the work party on the Green held on Sunday 15<sup>th</sup> January. Numbers were few but those who came worked hard. The saplings were cleared from most of the acid grassland area except at the bottom corner near Hollybush Lane. Established trees were left. The Scouts will clear brambles and dead elms from along the boundary by Dunsborough Lodge at a later date.

Members considered that the purchase of wild flower plugs should be delayed until 2013 as too many working parties on the Green would need to take place in a short period of time in order to prepare the ground and plant

the plugs.

The 10 tons of scalplings purchased in November had only covered half the playground car park. Therefore the purchase of a further 10 tons was recommended.

PG Bateman was willing to manufacture a metal gate similar to that provided for the entrance to the overflow car park for the entrance to the Green by Dunsborough Lodge. He is happy not to be paid until April when the grant aid from Guildford Borough Council becomes available. The old gate could be moved to opposite the overflow car park to prevent unauthorized vehicle access to the playground area.

It was **RESOLVED: That**

- a) **That the next working party on the Green to plant the hedge whips be on Sunday 12<sup>th</sup> February 10.00-12.00pm;**
- b) **That the purchase of wildflower plugs be delayed for a year;**
- c) **The purchase of a further 10 tons of scalplings for the playground car park from W J Medhurst & company be approved;**
- d) **the quote from P.G. Bateman of £550 plus VAT for a new swing gate by Dunsborough Lodge be approved.**

#### **171/11 BUS SHELTER**

Members received and considered a quote from Guildford Borough Council for the repairs to the perch seat at the bus shelter be Avonmor Mews of £680.

It was **RESOLVED: That an insurance claim be made to cover the cost over and above the £250 excess.**

#### **172/11 ANNUAL PARISH MEETING Thursday 26<sup>th</sup> April**

Members considered the willingness of Pauline Roussos of the Surrey County Council 2012 team to speak at the Annual Parish Meeting to be held on Thursday 26<sup>th</sup> April at 7.30pm in the Church Room at St Mary Magdalen Church, High Street.

It was **RESOLVED: That Pauline Roussos of the Surrey County Council 2012 team be confirmed as our speaker at the Annual Parish meeting on 26th April 2012.**

#### **173/11 CLEAN UP DAY**

Members considered dates in March for the annual village clean up which is supported by Guildford Borough Council.

It was **RESOLVED: That the annual clean up be held on Saturday 17<sup>th</sup> March from 10.00 until 12.00pm**

#### **174/11 QUARTERLY BUDGET REVIEW**

Members received and considered a review of the budget from the parish clerk, comparing income and expenditure to date with the budget allocations for 2011/12. (Copy attached to record minutes)

It was **RESOLVED: That the quarterly review of the budget be noted.**

#### **175/11 FINANCE GROUP**

It was confirmed to members that 2 fixed rate deposit accounts have been opened with Nat West bank. £10,000 is invested in a 13 month standard rate account (2.25%) and £20,000 in a 3 year stepped deposit account (3% rising to 6%). Cllrs Cross, Mealing and Powell-Cullingford are signatories.

It was **RESOLVED: That the transfer of some reserves to 2 fixed rate deposit accounts with the Nat West bank be noted.**

#### **176/11** SCHEDULE OF PAYMENTS

Members received and noted a summary of receipts and payments tabled at the meeting for the period from 1<sup>st</sup> November to 31st December 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 1<sup>st</sup> November to 31st December 2011 be noted.**

#### **177/11** SCHEDULE OF CHEQUES FOR APPROVAL

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

Cheque number	Payee details	Gross £	VAT
100833	Donation to Surrey FWAG - returned		
100834	Circus performer – Christmas Fair	160.00	
100835	A. Jones Nov salary		
100836	Parish online mapping	60.00	10.00
100837	Fixed Rate deposit account	10,000.00	
100838	Fixed Rate deposit account	20,000.00	
100839	Scalpings for playground car park	246.00	41.00
100840	Tractor repair	25.37	4.23
100841	Father Christmas suit for Ripley Fair	31.00	
100842	Christmas Fair expenses	301.19	10.42
100843	Ripley Village Hall – December rent	267.75	
100844	SLCC subscription	157.00	
100845	Nov- Dec maintenance	530.00	
100846	Playground car park	367.00	
100847	PAYE/NI Oct-Dec	724.46	
100848	A Jones Dec salary		
100849	Playground whirlybird repair	1680.47	280.08
100850	Ripley Village Hall – January rent	267.75	
100851	Donation re use of Church Room	54.00	
100852	Stationery	53.94	8.99
100853	Data Protection Registration	35.00	
100854	A Jones expenses	85.70	
100855	Dec – Jan maintenance	490.62	

Accordingly the above cheques for payment were approved and signed.

#### **178/11** ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Traffic movements in the village.

#### **179/11** EXCLUSION OF THE PUBLIC AND PRESS

It was **RESOLVED: That members of the public and press be excluded from the meeting at Part 2, Item 24 of the agenda for the report on Exchange Land for the Green (See Confidential minute C01/11).**

The meeting closed at 10.10pm.

Date:

Chairman