



Ripley Parish Council

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MINUTES OF RIPLEY PARISH COUNCIL MEETING HELD ON THURSDAY 21ST JUNE 2011 AT 7.30PM AT THE CHURCH ROOM, RIPLEY PARISH CHURCH.

Present: Cllr Jennie Cliff (Chairman)
Cllr Lianne Mealing
Cllr Richard Ayears
Cllr Suzie Powell-Cullingford
Cllr Colin Cross
Cllr Vernon Wood

Alison Jones Clerk of the Council

Also present: 4 members of the public Guildford Borough Councillor John Garrett

Apologies: Cllr Caspar Hancock

29/12 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:

Guildford Borough Cllr Garrett confirmed his support of the parish council despite his serious illness and complimented the clerk on the clear and helpful minutes.

The Chairman asked the council to remember Tony Wallis who had recently died. He had been an active member of the community and contributed much to Ripley. The council sent their good wishes to his widow.

30/12 APOLOGIES FOR ABSENCE

Apologies for absence from Councillor Caspar Hancock were received and accepted.

31/12 DISCLOSURE OF INTERESTS

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

Councillor Vernon Wood declared a personal interest in Item 19 Village Hall Development: Cllr Wood is Chairman of the Village Hall Management Committee.

In accordance with Standing Order 10 (x) and with the agreement of the meeting, the Chairman adjourned the meeting to allow 2 members of The Shed Youth Club to speak. They asked the parish council to consider replacing the cycle track with a skate park. This will provide teenagers with an activity to do which will not disrupt others. Details of 2 companies were provided. (Copy attached to record minutes).

It was agreed that the proposal for a skate park on Ripley Green should be put on the agenda of a future meeting. No promises could be made as there were issues around insurance and putting tarmac on the Green as well as cost.

The meeting resumed.

32/12 MINUTES OF THE MEETING HELD ON THURSDAY 17th MAY 2012

The minutes of the annual parish council meeting held on Thursday 17th May 2012 were received, confirmed and signed as a true and correct record by the Chairman, Councillor Jennie Cliff.

33/12 PARISH CLERK'S REPORT

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

- The drainage ditch at West End
- Replacement cradle swing ordered
- Response from Cemex re Papercourt Lake
- Grass cutting in the burial ground
- Request for information from SCC regarding exchange land
- Clerks Networking Day 21st May
- Community Games toolkit

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

34/12 CORRESPONDENCE

a) an e-mail dated 19th May from the Ripley Event Committee expressing the need for more help in organizing the Ripley Event in order to ensure its future. (Copy attached to record minutes).

It was **RESOLVED: That the Ripley Event Committee be asked for details of the help required so that it can be circulated in the next parish council newsletter.**

b) a letter dated 24th May 2012 from Queen Alexandra Hospital Home for Disabled ex-serviceman and women asking for support in a variety of ways. The clerk advised that it is not possible for the parish council to make a donation as there is no benefit to the parish. (Copy attached to record minutes).

It was **RESOLVED: That a letter be written explaining that the parish council is unable to make a financial contribution.**

c) an e-mail dated 29th May 2012 from a resident drawing attention to the lack of robust enforcement by Guildford Borough Council to the stationing of caravans on the field behind Polesden Lane for more than 28 days. (Copy attached to record minutes). Guildford borough Council had been contacted by the Clerk.

It was **RESOLVED: That a letter be sent requesting robust action by Guildford Borough Council planning enforcement following consultation with the resident concerned.**

d) an e-mail dated 12th June 2012 from Jay Millers circus requesting a visit to Ripley in 2013. (Copy attached to record minutes).

It was **RESOLVED: That Circus World Entertainments which has been on the Green this week be given first option to come in 2013.**

35/12 CONSULTATION ON APPOINTMENT OF EXTERNAL AUDITOR

Members considered whether there is any reason why BDO LLP should not be reappointed to audit the annual returns of small bodies in Surrey.

It was **RESOLVED: That there was no reason known to the parish council why BDO LLP should not be reappointed to audit the annual returns of small bodies in Surrey.**

36/12 NEW ETHICAL STANDARDS REGIME

Members received and considered a report from the parish clerk on the process for adopting a new ethical standards regime as required by the Localism Act 2011. (Copy attached to record minutes).

It was RESOLVED: That the report on the new ethical standards regime be noted.

37/12 DRAFT ANNUAL PARISH MEETING MINUTES

Members received and considered the draft minutes from the Annual Parish Meeting held on 26th April 2012 in the Church Room. The speaker was Pauline Roussos of the Surrey 2012 Olympic team.

It was RESOLVED: That the draft annual parish meeting minutes be noted.

38/12 CHARITY ACCOUNTS

The accounts for Smith's Charity were not available to the parish council.

It was RESOLVED: That the accounts from Smiths Charity be requested again.

39/12 PLANNING GROUP

Members received and considered the minutes from the planning meeting held 28th May and 18th June 2012 (Copies attached to record minutes).

Members considered the response from circulating the request from Guildford Borough Planning Department to inform them of any land which could be considered for traveller pitches, on Ripley Grapevine. Only one response had been received.

It was RESOLVED: That

a) the minutes of the planning group held on 28th May and 18th June 2012 be noted;

b) a letter be written to Guildford Borough Council explaining that the parish council has consulted the community with very little response and that the planning committee will consider the matter further.

40/12 WHITE HART COURT

The parish clerk reported that Guildford Borough Council Planning Committee had approved the planning application for the development of the White Hart court site and the adjacent car park at the planning committee meeting held on 12th June 2012. The council was pleased to note that the public car park would now be a permanent facility.

It was RESOLVED: That the approval of the planning application for the development of White Hart Court and the adjacent car park be noted.

41/12 NEIGHBOURHOOD PLANNING

Members received and considered a report from Cllr Ayears on the opportunities available to the parish council to influence planning within the parish and the process necessary to draw up a Neighbourhood Plan, following a meeting with Guildford Borough Council planners held on 13th June 2012. The meeting was worthwhile and it was recommended that the parish council arranged a survey of housing need in the parish as a first step towards deciding whether to go forward with a Neighbourhood plan.

It was RESOLVED: That Surrey Community Action be approached for assistance with the organisation of a survey of housing need in the parish.

42/12 JUBILEE CELEBRATIONS

Members received and considered a report by Cllr Cliff on the Jubilee picnic and beacon lighting held on the Green on 4th June 2012. It had been a very successful event because so many had contributed time and effort. Letters of thanks had been written. In particular thanks were due to the Bonfire Committee for organizing and managing the Jubilee beacon, to the Farmers Market for supplying and manning a bouncy castle and to the Cricket Club and Travel Club for their contributions towards the music.

Members received a report on the distribution of souvenir mugs to children aged 11 and under in the parish together with details of the costs of the Jubilee picnic. (Copy attached to record minutes). 350 mugs had been purchased at a cost of £616.00. Sales of £385 had been made to date. Approximately 60 mugs were still in stock.

It was **RESOLVED: That**

- a) the report on the success of the Jubilee picnic be noted;**
- b) the souvenir mugs be available at the Farmers Market to be held on 14th July.**

43/12 OLYMPIC CYCLE ROAD RACES

Members received a report from Cllr Cliff on a meeting held with the Police and members of other parishes on Monday 11th June at Tanyard Hall, Shere. The Police had not been able to give any further information to answer the concerns of the parishes. A Welcome to Ripley banner will be displayed in Newark Lane.

Members considered opening the overflow car park on the Green during the weekend of the cycle races. Concern was expressed about abuse of the arrangement and it was agreed warning notices will be in place detailing that all vehicles must leave by 5pm on Sunday 29th July 2012.

It was **RESOLVED: That**

- a) the overflow car park on Ripley Green be open from 7.30am on Saturday 28th July and closed at 5.00pm on Sunday 29th July 2012;**
- b) notices be displayed with the opening and closing times together with signs directing traffic to the overflow car park.**

44/12 CHRISTMAS FAIR

Members received and considered the minutes of the Christmas Fair Committee meeting held on 19th June at MDM House. (Copy attached to record minutes).

It was RESOLVED: That the minutes of the Christmas Fair Committee held on 19th June be noted.

45/12 ENVIRONMENT GROUP – THE GREEN

Members received and considered

- A quote for the replacement “ Access for Residents only “ signs
- A quote for the work to be carried out on the groups of sycamore tree as agreed at the last meeting
- A quote for a regime for a visual survey of trees on the Green
- Quotes for the reinstatement of the Green behind Newark Lane
- An update on the re-instatement of the area near Ryde House dug up by Southern Gas Networks
- A request for a working party to clear Ragwort on the Green.

It was **RESOLVED: That**

- a) 3 “Access for Residents only” signs, 24 inches by 12 inches with black lettering on a white background, at £28 plus VAT each from Guildford Signs be approved;**
- b) the revised quote of £480 for the work to the groups of sycamore trees be approved;**
- c) a visual inspection of trees on the Green at a cost of £200-300 be approved;**
- d) the quote from Guildford Borough Council of £2684.16 plus VAT for the reinstatement of the Green behind Newark Lane be approved with the work to be carried out in the autumn;**
- e) the plan to reinstate the area near Ryde House in the autumn be noted;**
- f) notices asking walkers to keep to the paths because of nesting skylarks and to pull ragwort near the woods and pathways be erected.**

46/12 LAND ADJOINING THE BURIAL GROUND

Members considered dates for an informal meeting to discuss the project to extend the parish council burial ground and provide a nature reserve following the postponement of the meeting on 11th June.

It was **RESOLVED: That an informal meeting be held to discuss the project to extend the parish council burial ground on Monday 16th July at 6pm meeting at the parish council office.**

47/12 ALLOTMENTS

Members received and considered a quote for the installation of an additional tap by the entrance gate to the allotment site as requested by an allotment holder. Cllr Wood was concerned that the current arrangement of hoses should be changed so that the hoses were all underground with a standpipe for the tap.

It was **RESOLVED: That the quote of £138 from Elite Building Services for an additional tap be accepted but Cllr Wood will discuss putting the existing pipework underground and providing a new standpipe.**

48/12 VILLAGE HALL REDEVELOPMENT

Members received and considered a report by Cllr Mealing on the plans for the redevelopment of the village hall. A structural survey of the village hall has reported that the hall is basically sound and so a complete replacement does not need to be built as formerly planned. The village hall redevelopment group wishes to apply for lottery funding for schemes under £750,000 to enable them to put an outer shell over the current village hall with an extension at the front. They wish to meet with the parish council and ask for confirmation that the parish council loan of £250,000 is still in place.

It was **RESOLVED: That**

- a) a letter be written confirming that the offer of a grant of £250,000 towards the redevelopment of the village hall subject to a viable business plan scrutinized and approved by SCAPTC is still available;**
- b) a meeting be arranged with the village hall development committee to discuss the revised plans.**

49/12 GRANT AID PROJECTS

Members considered whether there were any special, non-routine projects to be undertaken in the parish in 2013-14 which may be eligible for 50% grant aid from Guildford Borough Council. Closing date for applications with quotes is 18th July 2012.

It was **RESOLVED: That an application for a grant to clear the land for the proposed burial ground extension be submitted by 18th July 2012.**

50/12 NEWSLETTER

Members considered the content of the Summer newsletter to be distributed in early July 2012. The following suggestions were made: Olympic cycle race details, help needed for the Ripley Event in 2013, Re-instatement of the Green, autumn working party on the Green, Jubilee celebrations and mugs.

It was **RESOLVED: That the suggestions for the next parish council newsletter to be distributed in early July be noted.**

51/12 SCHEDULE OF PAYMENTS

Members received and noted a summary of receipts and payments circulated with the agenda for the period from 1st May to 31st May 2012. (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 May to 31st May 2012 be received and noted.**

52/12 SCHEDULE OF CHEQUES FOR APPROVAL

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

Cheque number	Payee details	Gross £	VAT
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100911	RVH May rent	267.75	
100912	Padlock	27.25	
100913	A. Jones May salary	53.00	
100914	Internal audit	284.40	
100915	CPRE subscription	29.00	
100916	HSS Ltd Lawnmower blades	32.66	5.44
100917	GBC bus shelter repairs	559.20	93.20
100918	Jubilee picnic musicians	150.00	
100919	AVG 2 year internet security	50.99	8.50
100920	GBC – raffle licence renewal	20.00	
100921	Tax/NI April -June	666.85	
100922	Petty cash	100.00	
100923	May- June maintenance	614.22	

Accordingly the above cheques for payment were approved and signed.

53/12 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Exchange land and Parking on the Green – discuss possible parking areas.

54/12 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 26 of the agenda Transfer of access track at West End Cottages. See confidential minute C02/12**

The meeting closed at 10.05pm

Date:

Chairman