



## Ripley Parish Council

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### MINUTES OF RIPLEY PARISH COUNCIL MEETING HELD ON THURSDAY 13<sup>th</sup> SEPTEMBER 2012 AT 7.30PM AT THE CHURCH ROOM, RIPLEY PARISH CHURCH.

**Present:** Cllr Jennie Cliff (Chairman)  
Cllr Richard Ayears  
Cllr Vernon Wood  
Cllr Caspar Hancock  
Cllr Colin Cross

Alison Jones Clerk of the Council

**Also present:** 1 member of the public Surrey County Councillor Bill Barker

**Apologies:** Cllr Suzie Powell-Cullingford

#### **79/12** 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:

a) Surrey County Councillor Bill Barker was hoping to hear feedback from the meeting at County Hall regarding the project to supply Superfast Broadband to Surrey residents. Cllr Lianne Mealing had attended the meeting but was not present to give her reaction. BT had been awarded the contract. Cllr Barker also explained that the pavement on Portsmouth Road would be completed now that the road had been resurfaced and that the tarmac on the High Street had been replaced because the tarmac laid previously was below standard for skid resistance.

**RESPONSE: The Chairman thanked Cllr Barker for the above information.**

b) a local resident reported that the drains at the Talbot end of the High Street needed clearing out. Cllr Barker explained that the drains near the bridge flood because the pipe is narrow. Highways has a gully clearance regime but does not clear any side drains. The drainage problem on Portsmouth Road had been investigated and the silted up drain will be cleared.

#### **80/12** APOLOGIES FOR ABSENCE

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

#### **81/12** DISCLOSURE OF INTERESTS

Councillor Jennie Cliff declared a non-pecuniary interest in the Allotments (Clerks report): Cllr Cliff's husband is an allotment holder.

Councillor Caspar Hancock declared a non-pecuniary interest in the Allotments (Clerks report): Cllr Hancock is an allotment holder.

Councillor Colin Cross declared a pecuniary interest in Item 16 The Green and Item 14 Parking on the Green: Cllr Cross lives in a house on the Green.

#### **83/12** MINUTES OF THE MEETING HELD ON THURSDAY 19<sup>th</sup> JULY 2012

The minutes of the parish council meeting held on Thursday 19<sup>th</sup> July were received, confirmed and signed as a true and correct record by the Chairman, Councillor Jennie Cliff.

#### **84/12** PARISH CLERK'S REPORT

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

- Street light changes
- General Power of Competence
- Proposed weight restriction Guileshill Lane
- Tour of Britain Cycle Race 16<sup>th</sup> September
- Papercourt Lake
- Bowls Club
- Parking over the Olympic weekend
- Street Cleansing Review
- Allotment tap
- SCAPTC AGM 27<sup>th</sup> September 9.15-13.00 Dorking Halls

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

#### **85/12** CORRESPONDENCE

a) a letter dated 5<sup>th</sup> August 2012 from the Ripley Bonfire Association requesting permission to hold the annual bonfire celebrations on the Green on Sat 27<sup>th</sup> October 2012. A letter granting approval was sent on 13<sup>th</sup> August. (Copy attached to record minutes).

**It was RESOLVED: That the approval of the request to hold the Bonfire Celebrations on Ripley Green on Sat 27<sup>th</sup> October 2012 be noted.**

b) a letter dated 19<sup>th</sup> August 2012 from a resident concerned at the loss of parking on Newark Lane opposite the newly developed Stansfield site. (Copy attached to record minutes).

**It was RESOLVED: That the letter from a local resident concerned at the loss of parking on Newark Lane be noted.**

#### **86/12** EXTERNAL AUDITORS REPORT ON THE ANNUAL RETURN (March 31<sup>st</sup> 2012)

Members received and considered the report from the External Auditors on the Annual Return for the financial year to 31<sup>st</sup> March 2012. No issues were raised for the information of the readers of the accounts.

**It was RESOLVED: That the report from the External auditors on the Annual Return to March 31<sup>st</sup> 2012 be approved.**

#### **87/12** NEW ETHICAL STANDARDS REGIME

Members received and considered an amendment to the Standing Orders to reflect the new code of conduct and register of interests adopted on 19<sup>th</sup> July 2012 in accordance with the Localism Act 2011. (Copy attached to record minutes).

**It was RESOLVED: That the amendment to the Standing Orders to reflect the new code of conduct and register of interests adopted on 19<sup>th</sup> July 2012 be approved.**

#### **88/12** CHARITY ACCOUNTS

The accounts to 31<sup>st</sup> March 2012 for Smith's Charity which provides for residents of the parish were available to the parish council. (Copy attached to record minutes).

It was **RESOLVED: That the accounts for Smiths Charity to 31<sup>st</sup> March 2012 be noted.**

#### **89/12** PLANNING GROUP

Members received and considered the minutes from the planning meetings held 30<sup>th</sup> July, 20<sup>th</sup> August and 10<sup>th</sup> September 2012. (Copies attached to record minutes).

Members considered the response to Guildford Borough Council drawn up by the planning committee regarding the availability of any suitable land for traveller sites in the parish. The following text was proposed:

Ripley Parish Council has given careful consideration to your request for information regarding land that could be considered for traveller pitches.

Despite considerable effort the parish council has been unable to identify any previously developed land within the parish that will meet the criteria as detailed in your letter.

It was **RESOLVED: That**

- a) the minutes of the planning group held on 30<sup>th</sup> July, 20<sup>th</sup> August and 10<sup>th</sup> September 2012 be noted;**
- b) that the response to Guildford Borough Council drawn up by the planning committee regarding the availability of any suitable land for traveller sites in the parish be approved and sent to the Head of Planning at Guildford Borough Council.**

#### **90/12** JUBILEE CELEBRATIONS

Members received and considered a proposal to distribute the remaining 36 Diamond Jubilee souvenir mugs to members of the Bonfire Committee (20) and members of the Over 60's Committee (9) in appreciation of the work they do for the village. The remaining 7 mugs will be distributed amongst the parish councillors.

It was **RESOLVED: That the proposal to distribute the remaining 36 Diamond Jubilee souvenir mugs to members of the Bonfire and Over 60's Committees be approved.**

#### **91/12** CHRISTMAS FAIR AND CHRISTMAS CARDS

Members received and considered the draft minutes from the Christmas Fair meeting held on Tuesday 11<sup>th</sup> September 2012 at 7pm at MDM House. (Copy attached to record minutes).

Members discussed the arrangements for the printing of the new Christmas Card. The photograph "Ripley Green in the Snow" was provided free of charge and the printing was offered at a reduced rate so an acknowledgement of both the photographer and printer would be included on the card. The greeting in the card will be Season's Greetings. 5000 A5 cards will be printed with white envelopes, shrink wrapped in bundles of 10. The cards will be sold at £5 a bundle

It was **RESOLVED: That**

- a) the draft minutes of the Christmas Fair meeting held on Tuesday 11<sup>th</sup> September be noted;**
- b) that the arrangements for the printing of the new Christmas card be noted.**

#### **92/12** HIGHWAYS AND PARKING

Members received and considered a report Cllr Cliff on the informal meeting with PC Karen Page and representatives from Highways and Guildford Borough Council Parking services held on Wed 29<sup>th</sup> August 2012. (Copy attached to record minutes).

It was **RESOLVED: That**

- a) an informal meeting of the parish council be arranged early in 2013 to discuss the impact of the development of White Hart Court on parking issues in the village;**
- b) that a copy of the notes of the meeting made by Cllr Cliff be e-mailed to Kevin McKee at Guildford Borough Council explaining that the parish council will be looking at the impact of the White Hart Court development in the new year and expressing a desire to work with the Borough Council.**

#### **93/12** WISLEY ENVIRONMENTAL AUDIT MEETING

Cllr Wood gave an oral report on the meeting held on Wed 29<sup>th</sup> August at RHS Wisley Gardens organised by PCSO Clarke to discuss issues around the use of Wisley Common. The main problems discussed were parking, speeding and inappropriate activity on the Common. RHS Wisley has a flashing speed sign which could be lent out. It is battery and solar powered.

**It was RESOLVED: That report from Cllr Wood on the Wisley Environmental audit meeting held on 29<sup>th</sup> August be noted.**

#### **94/12** PARKING ON THE GREEN

Members received and considered a report on the informal meeting with Rob MacDonald of SCC Estates and Management to discuss the process of applying for exchange land for the Green. (Copy attached to record minutes). He recommended contacting the Planning Inspectorate for advice on the application process to deregister and exchange a small area of the Green in order to provide more legal parking spaces. The cost of an application is £4900.

Members received and considered a report on the informal meeting held on Monday 3<sup>rd</sup> September to discuss where parking might be allowed on the Green following the restriction of parking in the area behind Newark Lane. (Copy attached to record minutes).

**It was RESOLVED: That**

**a) a working party comprising Cllr Cliff and Cllr Cross familiarise themselves with the application form and advice notes from the Planning Inspectorate for the deregistering and exchange of land on the Green;**

**b) Cllr Ayeards and Cllr Cross draw up a plan of the proposed restriction of parking on the triangle to the left as you enter the Green by Ellwood Gallery to allow the grass to recover.**

#### **95/12** VILLAGE HALL

Members considered an update on the progress of the project to replace the village hall. The Development Committee has decided to follow the route of a rebuild rather than a new build and to apply for lottery funding.

**It was RESOLVED: That the update on the redevelopment of the village hall be noted.**

#### **96/12** ENVIRONMENT – THE GREEN

Members received and considered a report from the parish clerk on the following matters:

- Refurbishment of the Green beyond Acacia Villas – some grass starting to grow
- Working party scheduled for 30<sup>th</sup> September to clear along Dunsborough boundary
- Dog mess at the bottom end of the Green
- Ball court football net missing
- Complaint re grass cutting on the bank opposite Greenside Cottages

**It was RESOLVED: That a request to dog owners to clear up after their animals be put in the next newsletter.**

#### **97/12** LAND ADJOINING THE BURIAL GROUND

Members received and considered the draft plan and notes for the proposed burial ground extension to be forwarded to Guildford Borough Council planning department for pre-application advice. Members asked Cllr Ayeards to thank his draughtsman for producing the scale drawings.

**It was RESOLVED: That Cllr Ayeards completes the application for pre-application advice and submits it to Guildford Borough Council planning department.**

#### **98/12** SURVEY OF HOUSING NEEDS

Members considered the formation of a working party to draw up the questionnaire for the Survey of Housing Need. This questionnaire will provide evidence if the council decides to pursue Neighbourhood Planning.

It was **RESOLVED: That a working party comprising Cllr Ayears, Cllr Hancock and Cllr Wood be set up to draw up a questionnaire for the Survey of Housing Need in the parish.**

#### **99/12** COMMUNITY IDEAS DATABASE

Members checked the relevance of previous suggestions given to Guildford Borough Council for section 106 agreements and suggested new projects. Suggestions of improvements to the entrance to the allotment site and for a new parish council office were discarded and a skateboard park on the Green proposed.

It was **RESOLVED: That the revised suggestions for the Community Ideas Database be forwarded to Guildford Borough Council by the end of September 2012.**

#### **100/12** FINANCE

Members considered the quote of £1931.02 from Came and Company for the parish council insurance renewal with Aviva due by 1<sup>st</sup> October. The parish council currently has a long term agreement with Aviva which expires in September 2014.

Cllr Wood and Cllr Ayears explained that the work to the drainage ditch at West End had needed to be completed quickly following a request for access to the land beyond the ditch. Since the ditch had been dug out, it had become apparent that a 12 inch pipe would be most appropriate and this had increased the cost of the project by £640.

It was **RESOLVED: That**

- a) the renewal quote for the parish council insurance be accepted;**
- b) the increased cost of the project to improve the drainage at the West End Land be approved**

#### **101/12** SCHEDULE OF PAYMENTS

Members received and noted a summary of receipts and payments circulated with the agenda for the period from 1<sup>st</sup> July to 31<sup>st</sup> August 2012. (Copy attached to the record minutes).

It was **RESOLVED: That the summary of receipts and payments tabled for the period from 1<sup>st</sup> July to 31<sup>st</sup> August 2012 noted.**

#### **102/12** SCHEDULE OF CHEQUES FOR APPROVAL

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

Cheque number	Payee details	Gross £	VAT
100932	A. Jones July salary		
100933	Victim Support donation	50.00	
100934	Send Marsh Tractors – parts	279.91	46.65
100935	Rapid Print – Christmas raffle tickets	117.00	19.50
100936	JFC Designs – website	25.00	
100937	BDO LLP external audit	480.00	80.00
100938	Fred Cutler t/a Inksticks	124.80	20.80
100939	Ripley Village Hall – August rent	267.75	
100940	July- August maintenance	543.71	
100941	Surrey County Playing Fields Association	10.00	
100942	SLCC General Power of Competence	20.00	
100943	A. Jones August salary		
100944	Guildford Borough Council Temporary Event Notice	21.00	
100945	A. Jones mileage	65.60	

100946	Ripley Parish Church - Use of room	54.00
100947	Ripley Village Hall – September rent	
100948	August – September maintenance	718.00
100949	Burial Ground clearance	600.00
100950	Cancelled	

Accordingly the above cheques for payment were approved and signed.

**103/12** ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Offer of new allotment land. Bowling Club

**104/12** 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 25 of the agenda Transfer of access track at West End Cottages. See confidential minutes C05/12.**

The meeting closed at 9.50pm

Date:

Chairman