



Ripley Parish Council

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MINUTES OF RIPLEY PARISH COUNCIL MEETING HELD ON THURSDAY 21ST MARCH 2013 AT 7.30PM AT THE CHURCH ROOM, RIPLEY PARISH CHURCH.

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

Alison Jones Clerk of the Council

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

Apologies: Cllr Richard Ayears, Cllr Colin Cross

199/12 STATEMENTS BY THE PUBLIC

Prior to the commencement of the formal meeting, members of the public were invited to speak.

a) Cllr Bill Barker reminded members of the Surrey County Council planning committee meeting being held on Wednesday 27th March at which the conditions for the composting site at the former Wisley Airfield would be discussed. A group from Ockham were attending.

RESPONSE: The Chairman confirmed that Cllr Cross would represent Ripley Parish Council at the SCC planning meeting at which the composting facility at the former Wisley Airfield would be discussed.

200/12 APOLOGIES FOR ABSENCE

Apologies for absence from Cllr Richard Ayears and Cllr Colin Cross were received and accepted.

201/12 DISCLOSURE OF INTERESTS

Councillor Jennie Cliff declared a non-pecuniary interest in item 19 the Allotments: Cllr Cliff's husband is an allotment holder.

Councillor Caspar Hancock declared a non-pecuniary interest in item 19 the Allotments: Cllr Hancock is an allotment holder.

202/12 MINUTES OF THE MEETING HELD ON THURSDAY 21ST FEBRUARY 2013

The minutes of the parish council meeting held on Thursday 21st February 2013 were received, confirmed and signed as a true and correct record by the Chairman, Councillor Jennie Cliff.

203/12 CHAIRMAN'S REPORT

Members received and considered a report from the Chairman Jennie Cliff on the Chairmanship training organised by Surrey ALC on 23rd February 2013. The course covered Chairing a meeting, Professional conduct, The public and the media and Contentious issues. Points relevant to Ripley included the need to continue to develop team spirit and communication to ensure each member understood the outcome of

projects, the development of a 5 year rolling plan of projects and the need to be careful in our use of public funds (Copy attached to record minutes).

It was **RESOLVED: That the report on the Chairmanship training be noted.**

204/12 PARISH CLERK'S REPORT

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

- Clean up day 23rd March
- Internal audit May 8th
- SCC trimming of limes along the High Street
- Work to Lime trees and oak trees on the Green completed
- Repair to playground whirl
- SCC consultation on the Congestion Programme to establish infrastructure priorities. Closing date 29th May 2013
- Surrey Local Council's Forum Tuesday 21st May at Dorking Halls
- Housing Needs survey
- Allotment contracts
- Exchange land meeting

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

205/12 CORRESPONDENCE

a) a letter dated 7th March 2013 from the Rotary Club requesting permission to use the Green for the Ripley Event on Saturday 20th July 2013. (Copy attached to record minutes).

It was **RESOLVED: That permission to use the Green on Saturday 20th July 2013 to hold the Ripley Event be granted.**

b) a letter from a resident expressing concern at the damage to the Green caused by parking behind Ellwood Gallery. (Copy attached to record minutes).

It was **RESOLVED: That the resident be informed of the council's efforts to restrict parking on this area.**

c) an e-mail dated 14th March 2013 from a resident drawing attention to the need for repair of potholes in the service road outside Elm Tree House and the increased pressure on parking in the area. (Copy attached to record minutes).

It was **RESOLVED: That scalplings be used to repair the potholes as soon as possible.**

206/12 SCHEDULE OF PAYMENTS

Members received and noted a summary of receipts and payments circulated with the agenda for the period from 1st February to 28th February 2013. (Copy attached to the record minutes).

It was **RESOLVED: That the summary of receipts and payments tabled for the period from 1st February to 28th February 2013 be noted.**

207/12 SCHEDULE OF CHEQUES FOR APPROVAL

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

Cheque number	Payee details	Gross £	VAT
101011	A. Jones February salary		
101012	Contractor - clearing and ploughing on the Green	750.00	
101013	Contractor – clearance of Green	250.00	
101014	Wychwood Environmental	322.50	
101015	Hire Services Southern Ltd - cutting disc	10.80	1.80

101016	Charterhouse Tree Care – remedial work on Green	2928.00	488.00
101017	Countryside Contracts Ltd – tree clearance burial ground	2736.00	456.00
101018	Orange barrier mesh	29.34	4.89
101019	Post and rails on the Green	290.00	
101020	Mileage Chairmanship course	14.40	
101021	JFC Designs – website maintenance	25.00	
101022	Ripley Village Hall - March office rent	267.75	
101023	Contractor – repair to allotment track	250.00	
101024	Contractor – Maintenance, ditch clearance etc	1107.50	
101025	Contractor – Repair to track by Elmtree House	110.00	

Accordingly the above cheques for payment were approved and signed.

208/12 WHITE HART COURT CAR PARK

The parish clerk reported that a copy of the draft car park lease had not yet been received. The height barrier to the car park had recently been damaged and fly tipping had occurred. The Borough Council had quoted £313 plus VAT to supply and fit a replacement boom. The parish clerk had no information as to when work to demolish the buildings would resume. This uncertainty is making it difficult to plan the maintenance of the car park so as not to waste public funds.

It was **RESOLVED: That**

- a) a quote be obtained for welding the damaged height barriers be obtained by Cllr Wood;**
- b) Guildford Borough Council and A2Dominion be contacted once more to ascertain why the development of White Hart Court is delayed.**

209/12 PLANNING GROUP

Members received and considered the minutes from the planning meeting held on 11th March 2013. (Copy attached to record minutes).

It was **RESOLVED: That the minutes of the planning committee held on 11th March 2013 be noted.**

210/12 BURIAL GROUND EXTENSION

3 test holes were dug in the proposed burial ground extension to a depth of 2.5 to 3 metres on 28th February 2013 and the results had been sent to the Environment Agency. There may be evidence of a perched water table. The council had received pictures of standing water on the site taken after heavy rain on 16th /17th March which had been circulated to members. A letter had been written to Borough Councillor Keith Taylor asking for the land at West End to be returned to its former condition prior to the addition of significant quantities of hard core in order to assist the drainage of the area. The parish council was continuing work to clear the ditch at West End

It was **RESOLVED: That**

- a) the owner of the field adjacent to the parish council land be approached with a view to improving the drainage of the area;**
- b) a local resident be given permission to carry out metal detecting on the proposed extension and field while the land is undeveloped.**

211/12 VILLAGE HALL REDEVELOPMENT

Cllr Cliff had attended the Village Hall Development Committee meeting held on 13th March 2013. The bid for lottery funding had not been successful because of fierce competition. Possible ways forward were discussed. Cllr Cliff recommended that any proposals to use parish council funding were brought to the parish council by September when the budgeting process begins and that the village hall development committee publicised their current situation in the village.

It was **RESOLVED: That the failure of the bid for lottery funds to rebuild the village hall be noted.**

212/12 FLOODING IN THE HIGH STREET

No update was available on the work by Guildford Borough Council to improve the drainage problems in the High Street.

213/12 ANNUAL PARISH MEETING 25th APRIL 2013

The Surrey County Council Superfast Broadband team was unable to speak at the Annual Parish Meeting because of the forthcoming council elections. No other speaker was identified so the evening will take the form of a question and answer session regarding parish council activities and any other matters of concern to the parish. Cllr Cliff will arrange for refreshments to be provided.

It was **RESOLVED: That the arrangements for the annual parish meeting to be held on 25th April be noted.**

214/12 CORONATION DAY SUNDAY 2ND JUNE 2013

Arrangements for the informal picnic to be held on the Green on Sunday 2nd June to celebrate the 60th anniversary of her Majesty the Queen's coronation were discussed. Face the Music had not yet replied regarding availability.

It was **RESOLVED: That**

- a) the picnic should start at 3pm;**
- b) the Farmers Market be approached to cover the costs of a marquee and to provide entertainment for young children;**
- c) gas barbecue facilities be provided by the Bonfire Committee;**
- d) the Scouts be approached by Cllr Wood regarding the provision of a marquee for the day;**
- e) a resident be approached regarding an electricity supply by Cllr Cliff;**
- f) local musicians be approached by Cllr Hancock.**

215/12 PARKING ON THE GREEN

Members discussed the arrangements for putting the proposed parking restrictions in place on the Green to allow the area behind Ellwood Gallery to recover.

It was **RESOLVED: That**

- a) temporary fencing (orange netting) be put in place on Sunday 21st April at 10am;**
- b) letters be delivered by Cllr Powell-Cullingford to the residents on the Green advising them of the need to remove their cars to allow the temporary fencing to be put in place;**
- c) orange netting be borrowed by Cllr Wood from the Bonfire Committee;**
- d) letters be delivered to Nest, Dental Surgery and Broadway Barn advising them and their clients of the parking restrictions on the Green.**
- e) all available councillors assist on the morning to ensure the fencing is placed as agreed.**

216/12 ENVIRONMENT – THE GREEN

Members received and considered a report from the parish clerk (copy attached to record minutes) on the following matters:

- Horse riding
- Unsatisfactory repair and reseeded by Acacia Villas

Cllr Powell-Cullingford expressed her concerns that much more work had been carried out along the Dunsborough boundary than had been originally budgeted for. The work to create a wildflower meadow and the work to clear back brambles near the lodge gates had grown into a project covering the length of the boundary with Dunsborough Park without the costs being thoroughly investigated. Those who had carried out the work to date had worked very hard but had not had adequate equipment for the task – the ploughing of the wildflower area had failed because of the thick roots and rubble present. The use of local labour for a large project was not necessarily the most efficient use of public funds and conflicts of interest could arise. There had been insufficient discussion at previous council meetings to ensure that all members fully understood the

nature and extent of the project. One quote for £1000 had been obtained for the completion of the wildflower meadow and the levelling and tidying of the remainder of the boundary.

It was **RESOLVED: That**

- a) the creation of a permissive bridleway where horses habitually access the Green along the Dunsborough boundary to join up with the current bridleways be pursued with Surrey County Council;**
- b) the contractor responsible for the unsatisfactory repair to the Green outside Acacia Villas be asked to apply fertiliser when the weather warms up to encourage the grass to grow;**
- c) 2 more quotes be obtained for the completion of the wildflower meadow and tidying of the remainder of the boundary;**
- d) the Farmer's Market be approached to act as a sponsor for the wildflower meadow.**

217/12 RIGHTS OF WAY TRAINING

The report from Cllr Hancock on the Rights of Way training organised by Surrey County Council on 26th February at Wotton Village Hall was deferred to the next meeting.

218/12 ALLOTMENTS

Cllr Wood had not yet been able to source any free materials to repair the allotment track. If members accepted a quote of £100 for scalplings 50% grant aid could be claimed from the borough council for allotment improvements.

It was **RESOLVED: That the quote of £100 for scalplings to repair the allotment track be accepted.**

219/12 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Metal detecting on the Green, Rights of Way Training, Tarmac outside Elmtree House

220/12 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 22 of the agenda Transfer of access track at West End Cottages. See confidential minutes C010/12.**

The meeting closed at 10.30pm

Date:

Chairman