



## Ripley Parish Council

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### MINUTES OF RIPLEY PARISH COUNCIL MEETING HELD ON THURSDAY 18<sup>th</sup> JULY 2013 AT 7.30PM AT THE CHURCH ROOM, RIPLEY PARISH CHURCH.

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

Alison Jones Clerk of the Council

**Also present:** Surrey County Councillor Bill Barker  
PC Karen Page and PC Matt Redfern (Casualty Reduction Officer)  
4 members of the public

**Apologies:** None

#### 54/13 STATEMENTS BY THE PUBLIC

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

a) a local resident thanked the council for the reconnection of the allotment water supply but felt that the pressure was reduced. He reported that some allotments were being neglected and asked when compost bins were being provided. He also raised the traffic problems in Newark Lane and the difficulties of turning right into the High Street. Cllr Bill Barker confirmed that suggestions for a mini roundabout had been rejected as unsuitable by Highways in the past.

**RESPONSE: The clerk will inspect the allotments and issue letters to those which are being neglected. The compost bins will be constructed from excess pallets provided for Ripley Bonfire at the end of October.**

b) PC Karen Page gave the crime figures for the month of June. There were 9 crimes: 1 public order offence, 1 common assault and 1 public order (racial) were connected. There was a further 1 common assault, 1 dangerous dog, 3 thefts from cars and 1 harassment.

c) PC Matt Redfern confirmed that the Police had attended at Newark Lane in the previous week and the drivers had been well behaved. He confirmed that the bollard outside 26 Newark Lane was being replaced by Highways but could not confirm when it would be done. He recommended that all incidents occurring along Newark Lane are reported to the Police and suggested that data on the volume and speed of traffic coming down Newark Lane is collected from the end of August until October and then compared with similar data for the period when the road is closed for maintenance work on the bridges. This would need to be arranged with Highways.

Cllr Richard Ayears asked if a physical barrier could be put in place at the width restriction. This was not possible because of the likelihood of damage to vehicles. Relocating the width restriction signs was unlikely to have an effect because of the use of satellite navigation systems. If the Police are passed the registration numbers of offending vehicles, they will contact the owners.

d) Surrey County Councillor Bill Barker confirmed that he would urge Highways to replace the bollard in Newark Lane at the earliest opportunity and informed members that the closure of the bridges on Newark Lane planned for the autumn was to allow maintenance work which would involve disconnection of gas pipes and water and the provision of a pedestrian footpath over the bridges.

**RESPONSE: The Chairman thanked Surrey County Cllr Bill Barker for his efforts.**

**55/13 APOLOGIES FOR ABSENCE**

There were no apologies from members of the council.

**56/13 DISCLOSURE OF INTERESTS**

Councillor Colin Cross declared a non-pecuniary interest in item 16 Parking on the Green and Item 14 The Green: Cllr Cross owns a property adjacent to the Green.

**57/13 MINUTES OF THE MEETING HELD ON THURSDAY 20<sup>th</sup> JUNE 2013**

The minutes of the parish council meeting held on Thursday 20<sup>th</sup> June 2013 were received, confirmed and signed as a true and correct record by the Chairman, Councillor Lisanne Mealing.

**58/13 CHAIRMAN'S REPORT**

Cllr Mealing reported that the Chairmanship training course had been postponed and asked for suggestions for her article in the next Ripley and Send Matters due out on 1<sup>st</sup> September. It was suggested that the work by the Village Hall development committee was mentioned.

**59/13 PARISH CLERK'S REPORT**

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

- Draft water resources Management Plan consultation
- GBC Policy in respect of licensing gambling activities consultation
- "Not for Profit" Enterprise M3 Event 28th June
- Joint Communities meeting 9th July at East Horsley
- Allotment Water Pressure
- Newark Lane car park

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

**60/13 CORRESPONDENCE**

a) an e-mail dated 25th June from a resident reporting an unacceptable level of dog mess on the Green and offering to help with a campaign to encourage dog owners to clear up after their dog. (Copy attached to record minutes).

It was **RESOLVED: That**

- a) signs asking people to clear up after their dogs be put up by the parish clerk;**
- b) the borough council dog warden be asked to assist**
- c) a survey prepared by the concerned resident be discussed at the next parish council meeting.**

b) an e-mail dated 26<sup>th</sup> June from a worker at a business on the Green concerned at the number of loose dogs running onto the Milk Road on the Green. (Copy attached to record minutes).

It was **RESOLVED: That the concerns regarding loose dogs be noted but it was the responsibility of the owners to keep them under control. Further signs were unlikely to be effective.**

### **61/13** SCHEDULE OF PAYMENTS

Members received and noted the schedule of accounts received and paid for the period from 1<sup>st</sup> June to 30<sup>th</sup> June 2013 and the total receipts and payments to date. Both were circulated with the agenda. (Copies attached to the record minutes).

It was **RESOLVED: That the schedule of accounts received and paid for the period from 1<sup>st</sup> June to 30<sup>th</sup> June 2013 and the total receipts and payments to date be noted.**

### **62/13** SCHEDULE OF CHEQUES FOR APPROVAL

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

Cheque number	Payee details	Gross £	VAT
101058	Marquee for coronation picnic	100.00	
101059	A. Jones June salary		
101060	HMRC April – June PAYE/NI	660.81	
101061	SCAPTC and NALC subscription	506.32	
101062	HSS Ltd chainsaw sharpen	7.80	1.30
101063	Scalpings for track on Green	116.23	
101064	Fred Cutler Ltd Xerox 8570 ink	58.03	9.67
101065	Playsafety Ltd annual inspection	96.00	16.00
101066	GBC – raffle licence renewal	20.00	
101067	June-July maintenance	507.47	

Accordingly the above cheques for payment were approved and signed.

### **63/13** QUARTERLY BUDGET REPORT

Members received and considered a report from the parish council clerk comparing income and expenditure to date with the budget allocations for 2013-14. (Copy attached to record minutes). 46.5% of budgeted income had been received but only 19% of budgeted expenditure had been spent in the first quarter of the financial year to March 31<sup>st</sup> 2014.

It was **RESOLVED: That**

**a) the quarterly budget report be noted;**

**b) alpha accounts be checked for the ability to produce the budget for the quarter only or to compare the quarter of the previous year with the quarter this year.**

### **64/13** GRANT AID APPLICATION

Following the June meeting, the resolution of the council to apply for grant aid for 15 replacement festoons for the Christmas lights at a cost of £4455 (minute 193/12) was recalled. An informal meeting of the council was held on Monday July 15<sup>th</sup> to discuss the grant aid application in the light of the budget for 2014-15. Deadline for grant application was 17<sup>th</sup> July.

The projected budget did not support an application for the Christmas lights and the projects agreed at the June meeting (minute 39/13). Hedgerow plants are available from the Woodland Trust free of charge and there is still some grant aid money available for the burial ground so it was agreed to apply for grant aid for the Christmas lights only.

It was **RESOLVED: That the application to Guildford Borough Council for 50% grant aid towards 15 replacement festoons for the festive lights at a cost of £4455 be approved and that no application be made for any further projects in 2014-15.**

### **65/13** VILLAGE HALL REDEVELOPMENT

Members received and considered a report from Cllr Mealing on the plans for redevelopment of the village hall.

Cllr Mealing had given the development committee the latest information on the loan application process which the parish council will have to go through in order to provide the village hall development committee with a grant. Planning permission needs to be in place and evidence of consultation with the parish by the development committee and the parish council is essential. Accordingly, the development committee will not be in a position to ask for the parish council to take out a loan in 2014-15. This will give the development committee time to reassess all the options and to arrange for a full structural survey of the current building.

It was **RESOLVED: That the requirement to consult with the parish as part of the loan application regarding funding the village hall redevelopment be noted.**

#### **66/13** PLANNING GROUP

Members received and considered the minutes from the planning meeting held on Monday 1<sup>st</sup> July and Monday 15<sup>th</sup> July 2013. (Copies attached to record minutes). Cllr Mealing and a resident will object to planning application 13/P/00180 Lovelace Works at the Borough Council meeting to be held on 23<sup>rd</sup> July.

It was **RESOLVED: That the minutes of the planning committee held on Monday 1<sup>st</sup> July and Monday 15<sup>th</sup> July be noted.**

#### **67/13** RURAL HOUSING SURVEY

Members considered whether to adopt the final version of the Rural Housing Survey carried out by Surrey Community Action in March 2013 and how to publicise the results. A summary had already gone out in the newsletter.

Members considered how best to use the information on housing need. Surrey Community Action were willing to look for suitable land within the parish for a rural exception site. This would not conflict with the Neighbourhood planning process should the parish council wish to embark on this in the future.

It was **RESOLVED: That**

**a) the Rural Housing survey carried out in March 2013 be adopted;**

**b) the full report be put on the parish council website;**

**c) Surrey Community Action be asked if there are any charges to the parish regarding the search for any land suitable to be set aside as a rural exception site.**

#### **68/13** ENVIRONMENT GROUP – THE GREEN

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

- Inconsiderate parking behind 100 High Street
- Installation of bench by Cricket Club
- Request for memorial bench near Dunsborough Lodge
- Information regarding a cricket match on Ripley Green with the Barmy Army on Sunday 22<sup>nd</sup> September
- Tree inspection report
- Ragwort
- Request to hold a fitness class

Members received and considered an oral report by Cllr Hancock on the Working Party held on the Green on 30<sup>th</sup> June.

Fewer people had turned out than on the first working party but a significant amount of bramble was removed for burning back to the hedge line. At the next working party planned for the 21<sup>st</sup> July it was hoped to clear the brambles back to Dunsborough Lodge and to revisit areas where regrowth was occurring. The volunteers had done a great job.

It was **RESOLVED: That**

**a) a laminated “No Parking at any time” sign be erected to stop the inconsiderate parking behind 100 High Street;**

- b) a letter be written to those who have purchased and installed the bench explaining that it is not in the agreed place and asking for the bench to be moved;
- c) the memorial bench be approved in principle and that a site meeting be arranged with Cllr Ayears to decide on a position near Dunsborough Lodge;
- d) the request for the overflow car park to be opened for the charity cricket match to be held on Sunday 22<sup>nd</sup> September be noted and that further details be obtained regarding the need for a marquee;
- e) 3 quotes be obtained for the limes along the "Avenue" and for an oak tree near Bridgend Cottages and a poplar by the layby on the High Street;
- f) the large amount of Ragwort on the Green be noted;
- g) £10 per half an hour be charged for the proposed Metafit fitness classes;
- h) the efforts of the working party on 30<sup>th</sup> June be noted.

#### 69/13 PLAYGROUND

Members received and considered a report from the parish clerk on the annual playground inspection report from Rospa. (Copy attached to record minutes). The cycle track has been designated as High Risk and in need of attention because of decay to timber components.

Members discussed the feasibility of providing Skate Boarding facilities in Ripley such as had been recently installed by Puttenham Parish Council with a grant from Surrey County Council.

It was **RESOLVED: That**

- a) the playground be inspected by Cllrs Hancock and Cliff in order to devise a plan of action to be discussed at the next meeting;
- b) the new skateboarding facility at Puttenham be visited by Cllrs Hancock and Powell-Cullingford;
- c) Guildford Borough Council be approached by the Clerk regarding s. 106 funding.

#### 70/13 PARKING ON THE GREEN

Members noted that the temporary fencing on the Green was being replaced with wooden posts on Saturday 27<sup>th</sup> July. Letters had been delivered to the residents between Ellwood Gallery and Acacia Villas and would also be placed on the vehicles advising them to move their vehicles.

It was **RESOLVED: That the planned installation of the wooden posts to restrict parking on the Green on the 27<sup>th</sup> July be noted.**

#### 71/13 NEWARK LANE

Members received a report from the parish clerk on the actions taken regarding the traffic problems in Newark Lane. The response of the Police had been covered in detail by the Police officers attending prior to the start of the meeting. (Copy attached to record minutes).

#### 72/13 BURIAL GROUND EXTENSION

The parish clerk reported that the Tier 1 groundwater risk assessment prepared by Cemetery Development Services was still being assessed by the Environment Agency.

Cllr Ayears reported that the ditch at West End can be lowered at least 4 – 6 inches to assist the flow from the left side of the pipe as you face the ditch.

It was **RESOLVED: That**

- a) Cemetery Development Services be contacted regarding the slow response of the Environment Agency to the Tier 1 groundwater assessment;
- b) a further ½ day of digging out the ditch be arranged to improve drainage at £26 for 4 hours.

#### 73/13 BURIAL GROUND

The Parish Clerk reported that complaints had been received about the length of the grass in the parish council burial ground. The clerk had arranged for the burial ground to be strimmed but the work would be easier if

some areas could be improved such that they could be mown. Some parts were maintained to a very good standard by relatives.

It was **RESOLVED: That complaints regarding the length of the grass in the burial ground be noted.**

**74/13** RIDE LONDON Sunday 4<sup>th</sup> AUGUST 2013

Members received and considered a report from Cllr Cliff on a meeting at Guildford Borough Council about the cycle road race to which she was invited by Borough Cllr John Garrett. Also present were Borough Councillors Jennifer Powell and Stephen Mansbridge, and Kevin Nash and James Taylor from Surrey County Council and a local objector.

The cycle race is funded by the Prudential and any profits will be ploughed back in to what is intended to be an annual event. Cllr Cliff suggested that an opening onto Portsmouth Road is made to allow access to and from Georgelands. A follow up meeting will be held in September to provide feedback on the vent and the impact on the local communities.

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

**75/13** ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Drainage report from Colin Cross   Empty houses   Cycle track and Skate park update

**76/13** 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 23 of the agenda Transfer of access track at West End Cottages, Item 24 Staff Appraisal and Item 26 Employment Contract. See confidential minutes CO02/13, CO03/13 and CO04/13.**

The meeting closed at 10.05pm.

Date:

Chairman