



Ripley Parish Council

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MINUTES OF RIPLEY PARISH COUNCIL MEETING HELD ON THURSDAY 19th JUNE 2014 AT 7.30PM AT THE CHURCH ROOM, RIPLEY PARISH CHURCH.

Present: Cllr Jennie Cliff (Chairman)
Cllr Suzie Powell-Cullingford
Cllr Colin Cross
Cllr Caspar Hancock
Cllr Vernon Wood
Cllr Suzie Powell-Cullingford
Cllr Lisanne Mealing (from 8.00pm)

Alison Jones Clerk of the Council

Also present: 2 members of the public

Apologies: None

30/14 STATEMENTS BY THE PUBLIC

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

No questions or comments were raised by the members of the public.

31/14 APOLOGIES FOR ABSENCE

There were no apologies.

32/14 DISCLOSURE OF INTERESTS

Cllr Colin Cross declared a non-pecuniary interest in item 18 The Green: Cllr Cross has a dwelling on the Green.

Cllr Jennie Cliff declared a non-pecuniary interest in item 18 The Green: Cllr Cliff is a trustee of the Ripley Cricket Club.

33/14 MINUTES OF THE MEETING HELD ON THURSDAY 15th MAY 2014

The minutes of the parish council meeting held on Thursday 15th May 2014 were received, confirmed and signed as a true and correct record by the Chairman, Councillor Jennie Cliff.

34/14 CHAIRMAN'S REPORT

The Chairman formally congratulated Jim Morris on being the newly appointed clerk and welcomed him as a member of the parish council team.

35/14 PARISH CLERK'S REPORT

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

- All allotment rent collected
- Lights Out 10-11pm 4th August 2014 marking the hour that Britain entered the 1st World War in 1914
- Love Where You Live Campaign – tidy up nominations to GBC by 20th June
- Borough Council Visitor Strategy questionnaire
- SCC Guildford Local Committee meeting 25th June at 7pm at Millmead
- An assurance that Marlborough Place is only a marketing name for White Hart Court
- Skanska have indicated that the remaining lighting columns and wall lights will be changed to heritage equipment by the beginning of July
- The Borough Council Governance and Standards Committee is asking for nominations for parish council representatives.

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

36/14 CORRESPONDENCE

a) an e-mail dated 31st May 2014 from the President of Ripley and Send Rotary Club suggesting that the chairman of the parish council is made an honorary member of the Rotary Club in order to promote better communication. (Copy attached to record minutes).

It was **RESOLVED: That a letter of thanks be written to the President of Ripley and Send Rotary Club suggesting that a representative who is not necessarily the Chairman is nominated from the parish council**

b) an e-mail dated 4th June from Surrey Crimestoppers requesting a donation (Copy to record minutes).

It was **RESOLVED: That a donation of £50 be sent to Surrey Crimestoppers.**

c) an e-mail dated 6th June from a dog owner asking if anything more can be done to encourage dog owners to pick up after their dogs. (Copy attached to record minutes).

It was **RESOLVED: That the Borough Council dog warden be invited to visit Ripley in September to offer advice and assistance.**

d) a letter dated 11th June from Ripley Bowling Club giving an update to the project to create a Bowling Green near the allotment site. (Copy attached to record minutes)

It was **RESOLVED: That a letter of thanks for the update be written by the parish clerk.**

37/14 WORKING GROUPS

Members considered a request by Cllr Powell-Cullingford to be included in the playground and burial ground working groups. Cllr Ayears requested to come off the burial ground group.

It was **RESOLVED: That Cllr Powell-Cullingford be included on the playground and burial ground groups and Cllr Ayears be retired from the burial group.**

38/14 SCHEDULE OF PAYMENTS

Members received and noted the schedule of accounts received and paid for the period from 1st May to 31st May 2014 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 1st May to 31st May 2014 and the total receipts and payments to date be noted.**

39/14 SCHEDULE OF CHEQUES FOR APPROVAL

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

Cheque number	Payee details	Gross £	VAT
101177	Refunded from GBC due to Lengthsman scheme	2046.00	
101178	Website maintenance	30.00	
101179	A. Jones May salary		
101180	Ripley Village Hall May office rent	281.00	
101181	Andy Skilton Engineers – diesel for tractor	221.40	36.90
101182	GBC – replacement Christmas lights	5346.00	891.00
101183	CPRE Membership renewal	36.00	
101184	SSALC Recruitment assistance	276.00	46.00
101185	Ripley Village Hall June office rent	281.00	
101186	May- June maintenance	608.00	
Direct debits	EDF Energy	8.00	0.38
	Guildford Borough Council - car park rent	362.50	
	Alliance Trust Pension		

Accordingly the above cheques for payment were approved and signed.

40/14 ANNUAL RETURN – APPROVAL OF ACCOUNTS

Members considered Section 1 of the Annual Return for the year ended 31st March 2014 which has been prepared for the external auditors BDO Stoy Hayward LLP as required by the Accounts and Audit (Amendment) Regulations 2006. (Copy attached to record minutes). The significant variances for the year were considered.

It was **RESOLVED: That the accounts as shown in Section 1 of the Annual Return for the period to 31st March 2014 be approved.**

41/14 ANNUAL RETURN – GOVERNANCE STATEMENT

Members considered their responses in Section 2 of the Annual Return for the year ended 31st March 2014 which has been prepared for the external auditors BDO Stoy Hayward LLP as required by the Accounts and Audit (Amendment) Regulations 2006. (Copy attached to record minutes). No issues were raised.

It was **RESOLVED: That the Annual Governance Statement, Section 2 of the Annual Return for the period to 31st March 2014 be approved.**

42/14 INTERNAL AUDIT

The internal report from the visit of Paul Hartley (acting on behalf of Mulberry and Co) on 10th June 2014 had not yet been received.

43/14 GRANT AID PROJECTS

Members considered any special, non-routine projects to be undertaken in 2015-16 which might be eligible for grant aid. The council has the following grant aid project:

2013/14 Burial ground extension £5400 Expires March 2015.

At the March 2014 meeting (Minute 188/13) it had been agreed that funding through the grant aid scheme for the replacement of posts and rails near the playground be applied for. A quote for the resurfacing of the playground car park was also considered.

It was **RESOLVED: That the following grant aid funding be applied for: replacement posts on the Green (£5000) and improvements to the playground car park surface (£4,250)**

44/14 DRAFT ANNUAL PARISH MEETING MINUTES

Members received and considered the draft minutes of the Annual Parish meeting held on Thursday 29th May 2014 at 7.30pm in the Church Room. (Copy attached to record minutes).

It was **RESOLVED: That the minutes of the Annual Parish meeting held on Thursday 29th May 2014 at 7.30pm in the Village Hall annex be noted.**

45/14 VILLAGE HALL

Members received and considered an oral report from Cllr Mealing on the work of the Ripley Village Hall Development Committee. The Committee were discussing proposals with developers. Any plans would have to be approved by the Village Hall Trustees but the Committee did not seem to consider a village consultation necessary.

Members received a request from the Village Hall Management Committee to hire the parish council tractor in order to cut the grass at the rear of the village hall. The best arrangement was considered to be for the parish council to pay the contractor and to pass the charge for his time and the use of the tractor on to the village hall management committee.

It was **RESOLVED: That**

- a) a letter be written by Cllr Mealing and the parish clerk expressing the grave concerns of the parish council at the apparent lack of intention to consult with Ripley and Send Marsh residents over the plans for the replacement village hall;**
- b) Our contractor be asked to provide a quote for the time taken to mow round the village hall and a suitable charge be proposed by the parish clerk.**

46/14 PLANNING COMMITTEE

Members received and considered the minutes of the Planning Group held on Monday 19th May and Monday 9th June 2014. (Copies attached to record minutes).

Members considered how to resolve the problem of the lack of representation at the Borough Council Planning Committee for Lovelace Ward.

Members noted that the parish council has withdrawn from membership of the Guildford Green Belt Group following advice from Surrey ALC. Cllr Cross remains and individual member of Guildford Residents Association which is concerned only with passing on information and is not a campaigning group.

It was **RESOLVED: That**

- a) the minutes of the Planning Group held on 19th May and 9th June 2014 be noted;**
- b) Borough Councillors Stephen Mansbridge, Marsha Moseley and Keith Taylor, Surrey County Councillor Bill Barker and Sir Paul Beresford MP be asked to represent Ripley interests on future planning matters until Cllr Garrett is able to do so or is replaced;**
- c) the withdrawal from membership of Guildford Greenbelt Guardians be noted.**

47/14 RURAL EXCEPTION SITE

Members received and considered a report from the parish clerk on the meeting held with Louise Williams of Surrey Community Action on Wednesday 11th June to discuss the next steps in establishing a Rural Exception Site to enable affordable housing for local people to be built. (Copy attached to record minutes)

Cllr Mealing reported on the Neighbourhood Planning meeting held with local volunteers on Monday 2nd June 2014. The volunteers were keen to start the process and will attend the July Farmers Market to try to find more volunteers to help.

It was **RESOLVED: That**

- a) Surrey Community Action be asked to carry out a Land Registry search to find the owners of the land of the most suitable sites**
- b) the advantages and disadvantages of setting up a Community Land Trust be investigated by the parish clerk**
- c) the report on the Neighbourhood planning meeting be noted.**

48/14 ENVIRONMENT – THE GREEN

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

- Mowing of the Dunsborough boundary. Wildflowers had been cut down behind the bench
- Metafit classes Monday and Thursday at 7.15pm. The parish council had not been approached by the organiser for permission
- Volleyball tournament 5th July. This had been withdrawn.
- Posts along access to Ryde Cottage. A revised plan was suggested which would provide 3 parking spaces at the start of the track in the area currently covered in brambles. This could be cut down in the autumn when the Dunsborough boundary is cut and the posts put in in October.
- Car parking on 12th July. There was a request for cars to be allowed to stay in the overflow car park overnight following the wedding.

It was **RESOLVED: That**

- a) clear instructions (on a map) be given to our contractor by Cllr Hancock detailing which areas should be left for wildflowers along the Dunsborough boundary;**
- b) the organisers of Metafit be contacted by the parish clerk to make a formal arrangement for use of the Green charged at £10 per 30minute session;**
- c) the withdrawal of the request to hold a Volleyball tournament be noted;**
- d) the revised plan for posts along the access to Ryde Cottage which provides 3 parking spaces in the area currently covered in brambles be approved;**
- e) A letter be written to the Cricket Club by the parish clerk asking for further tidying of the area near the Clubhouse;**
- f) further strimming/mowing outside Ryde Cottage be arranged;**
- g) permission be given for cars to stay overnight on 12th July in the overflow car park on the Green.**

49/14 PLAYGROUND

Members received and considered a plan from HAGS-SMP to refurbish the playground which retained some apparatus and renewed other elements. A piece of apparatus for children over 12 was included. A representative from Wicksteed visited on 16th June had also been asked to draw up a design within the budget of £35,000. Sovereign Playgrounds was visiting on 26th June. There was much discussion around the provision of apparatus for the older children. A climbing tower with platforms had been proposed by Wicksteed and was favoured by members. This could also be supplied by HAGS-SMP but the representative preferred a less static piece of equipment.

It was **RESOLVED: That**

- a) the design drawn up by HAGS-SMP be noted and compared to the design from Wicksteed and Sovereign Playgrounds at the next council meeting;**
- b) Wicksteed be asked to incorporate the smaller Admiral's Lookout instead of the larger Buccaneer Towers;**
- c) any planning requirements on playground apparatus be investigated.**

50/14 RIDE LONDON Sunday 10th AUGUST 2014

Members received and considered the information provided on the arrangements for the Ride London Cycle Road races which pass through Ripley on Sunday 10th August 2014. (Copy attached to record minutes). In previous years parking has been provide on the Green for those blocked off by the race route or those unable to park. The overflow parking has also been opened for spectators but this had been shown not to be necessary in 2013,

It was **RESOLVED: That parking be provided on the Green at the rear of the houses on Newark Lane for those who are unable to park on the race route or are unable to leave their property while the road is closed.**

51/14 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Approval of council policies

52/14 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 Recruitment and Item 25 Transfer of access track at West End Cottages. See confidential minutes CO03/14 and CO04/14.

The meeting closed at 10.00pm.

Date:

Chairman