



## Ripley Parish Council

Ripley Parish Council Office  
 Ripley Village Hall  
 High Street, Ripley  
 Woking, Surrey  
 GU23 6AF  
 Phone: 01483 224847  
 Email: ripleyparish@btconnect.com

### MINUTES OF RIPLEY PARISH COUNCIL MEETING HELD ON THURSDAY 17<sup>th</sup> JULY 2014 AT 7.30PM AT THE CHURCH ROOM, RIPLEY PARISH CHURCH.

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

Alison Jones Clerk of the Council

**Also present:** 3 members of the public and Surrey County Councillor Bill Barker

**Apologies:** Cllr Richard Ayears  
 Cllr Lianne Mealing

#### 53/14 STATEMENTS BY THE PUBLIC

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

a) A local resident complained of inconsiderate parking in Georgelands, including parking on the pavement and at the junction with Newark Lane.

**RESPONSE:** The Chairman noted that the matter had been raised with the police previously.

#### 54/14 APOLOGIES FOR ABSENCE

Apologies for absence from Cllrs Richard Ayears and Lianne Mealing were received and accepted.

#### 55/14 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 Vernon Wood declared a non-pecuniary interest in item 6 Correspondence: Cllr Wood is Chairman of the Ripley Bonfire Association.

#### 56/14 MINUTES OF THE MEETING HELD ON THURSDAY 19<sup>th</sup> JUNE 2014

The minutes of the parish council meeting held on Thursday 19<sup>th</sup> June 2014 were received, confirmed and signed as a true and correct record by the Chairman, Councillor Jennie Cliff.

#### 57/14 CHAIRMAN'S REPORT

The Chairman offered her good wishes to The Ripley Event to be held on the following Saturday, to Alison Jones on her retirement at the end of July, and congratulated Jim Morris on his recent academic success.

**58/14** PARISH CLERK'S REPORT

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

- Surrey Wildlife Trust survey of the Green
- Bonfire Committee donation towards the upkeep of the Green
- Invitation to Mobile Physio AGM on Monday 21st July at 6pm at Tanyard Hall, Gomshall
- 2015 parish council elections promotional material
- Guildford Housing Forum Consultation Event Tuesday 22nd July 2.00 -4.45pm at G Live, Guildford
- Joint Conference Surrey ALC and Surrey County Council Thursday 16th October, Manor House Hotel, Newlands Corner.
- Replacement street lights
- Allotment site

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

**59/14** CORRESPONDENCE

a) An e-mail dated 1<sup>st</sup> July 2014 from the Queen Alexandra Hospital Home asking for a donation towards the care of ex-servicemen. (Copy attached to record minutes)

It was **RESOLVED: That a donation of £50 be sent to the Queen Alexandra Hospital Home for ex-servicemen.**

b) A letter dated 25<sup>th</sup> June 2014 responding to the parish council request for information regarding affordability of the new development at White Hart Court. (Copy attached to record minutes). A copy of the letter had been sent to the resident who raised the matter at the annual Parish meeting in May.

It was **RESOLVED: That the letter from Guildford Borough Council giving information regarding affordability of the new development at White Hart Court be noted.**

c) A letter dated 7<sup>th</sup> July 2014 from Ripley Bonfire Association asking for permission to hold the annual Bonfire celebrations on Saturday 25<sup>th</sup> October. (Copy attached to record minutes)

It was **RESOLVED: That permission to hold the annual bonfire celebrations on Saturday 25<sup>th</sup> October be granted.**

d) An e-mail dated 8<sup>th</sup> July 2014 from Streetlife.com, a community website asking for suggestions on how to promote it to Ripley residents. (Copy attached to record minutes)

It was **RESOLVED: That Streetlife be promoted on the Ripley Grapevine and in the Parish Council newsletter.**

e) an e-mail dated 10<sup>th</sup> July 2014 from Compton Parish Council asking Ripley Parish Council to take part in a survey to establish if there would be support for the formation of a Borough wide group to help respond to Borough wide issues. (Copy attached to record minutes)

It was **RESOLVED: That the survey to establish support for a Borough-wide group be completed by the Parish Clerk.**

f) The anticipated reply from the Ripley and Send Rotary Club regarding representation of the parish council at their meetings.

No reply received as yet from Ripley and Send Rotary Club.

**60/14** QUARTERLY BUDGET REPORT

Members received the quarterly budget report for the first period of 2014/15, circulated with the agenda (copies attached to the record minutes).

It was **RESOLVED: That the quarterly budget report for the first period of 2014/15 be noted.**

According to standing order 10x, the meeting was adjourned to allow PCSO Lisa Clarke to give the crime report for the last month: one criminal damage to a boat (Newark Lane), seven thefts from A3 service station, one theft of a cycle, and two criminal damage. Complaints had been received about parking in front of Pinnock's Coffeehouse and SCC Highways intend to take action. PCSO Clarke would like to start a new community speedwatch scheme and asked that a call for volunteers be included in the next newsletter.

The Chairman thanked PCSO Clarke for her report and the meeting was resumed.

**61/14** 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 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 1<sup>st</sup> June to 30<sup>th</sup> June 2014 and the total receipts and payments to date be noted.**

**62/14** SCHEDULE OF CHEQUES FOR APPROVAL

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

Cheque number	Payee details	Gross £	VAT
101187	Donation Surrey Crimestoppers	50.00	
101188	A. Jones May salary		
101189	April to June PAYE and NI	638.36	
101190	Fred Cutler Ltd printer ink	204.00	34.00
101191	Mulberry & co. internal audit	180.00	30.00
101192	Countryside Contracts flail mowing	192.00	32.00
101193	Sendmarsh Tractors. Parts and oil filter	85.20	14.20
101194	SSALC Legal & Finance day X2	210.00	35.00
101195	Hire Service (Southern) Ltd. Repairs.	382.77	63.80
101196	GBC road closure order (Christmas Fair)	123.00	
101197	July rent Parish office	281.00	
101198	Countryside Contracts land clearance	3,936.00	656.00
101199	Alison Jones expenses	49.95	
101200	GBC Temporary Event Notice (Christmas Fair)	21.00	
101201	June/ July maintenance	745.67	
Direct debits	EDF Energy	8.00	0.38
	Alliance Trust Pension		
	BT quarterly phone and broadband	277.48	46.24

Accordingly the above cheques for payment were approved and signed.

**63/14** INTERNAL AUDIT

Members considered the internal audit carried out by Paul Hartley on behalf of Mulberry and Co on Tuesday 10<sup>th</sup> June 2014 (circulated with agenda). There were no significant issues.

It was **RESOLVED: That the internal audit carried out by Mulberry and Co be noted.**

**64/14** SURREY ALC LEGAL AND FINANCE DAY

Members considered a report from the Parish Clerk on the Legal and Finance day held on Tuesday 8<sup>th</sup> July at Felbridge Hall, East Grinstead. Main points included the new framework local councils must have in place to safeguard public money following the repeal of Section 150(5) of the Local Government Act 1972 and the new rules regarding access to local government meetings and documents (The Local Audit and Accountability Act 2014). (Copy attached to record minutes).

It was **RESOLVED: That**

- a) The updates to legislation, including the right of members of the public to record Parish Council meetings, be noted.**
- b) The Ripley Financial Regulations be updated in accordance with the new model financial regulations provided by the National Association of Local Councils.**

**65/14** COMMUNITY IDEAS DATABASE and S.106 MONIES

Members noted £83,298.53 from the White Hart Court development is available for use under section 106. Members considered further work to the playground, offering extra funds towards Village Hall development, and whether the money could be used to create a nature reserve in the burial ground extension. The current suggestions on the Community Ideas Database (CID) were considered and the outdated suggestion for a skateboard park, and posts and rails on the green were recommended for removal.

It was **RESOLVED: That**

- a) The S.106 monies be used for a recreational project in the Parish.**
- b) The changes to the community ideas database be forwarded to Guildford Borough Council**

**66/14** REVIEW OF COUNCIL POLICIES

Members considered changes to Parish Council policies including Health & Safety, Freedom of Information, Data Protection, Record Management, Complaints, and Grant Awarding. Members discussed the need for business cards detailing the opening hours of the Parish Office and contact details for the clerk.

It was **RESOLVED: That**

- a) The review of Parish Council policies including Health & Safety, Freedom of Information, Data Protection, Record Management, Complaints, and Grant Awarding be noted.**
- b) That business cards be sourced by the Parish Clerk with a maximum budget of £40.**

**67/14** VILLAGE HALL

Members heard from Cllr Wood regarding the views of the Village Hall Development Committee. The Village Hall Development Committee is considering a proposal to sell all or part of the land to a property developer in order to fund the building of a new Village Hall. Members felt that the views of the Parish ought to be considered before any final decisions are made on the future of the Village Hall.

It was **RESOLVED: That**

- a) A meeting with the Village Hall Development Committee be arranged by the Parish Clerk.**
- b) That wording of an article in the newsletter be agreed.**

**68/14** PLANNING COMMITTEE

Members received and considered the minutes of the Planning Group held on Monday 30th June 2014. (Copy attached to record minutes).

It was **RESOLVED: That the minutes of the Planning Group held on 30th June 2014 be noted.**

According to standing order 10x, the meeting was adjourned to allow Surrey County Councillor Bill Barker to speak. Cllr Barker mentioned complaints from tenants of Lutidine House unhappy at the proposal to convert the building to residential use. He explained that Borough Councillor John Garrett is very unwell and suggested Ripley Parish Council write a letter asking him to step down because of concerns over lack of representation during the consultation period of Guildford Borough Council's Local Plan.

The Chairman thanked Cllr Barker for his suggestion and the meeting was resumed.

#### **69/14** LOCAL PLAN

Members considered a report from the Parish Clerk on the Local Plan consultation. Whilst no housing is planned for Ripley Parish itself, surrounding developments of 431 houses in Send/ Send Marsh/ Burnt Common, 422 houses in West Horsley, and 2500 houses at the former Wisley Airfield will have an impact on the village.

It was **RESOLVED: that**

- a) The Parish Clerk's report on the Local Plan consultation be noted;**
- b) A meeting to discuss the Parish Council's response to the Local Plan be arranged for 6pm on Tuesday 22<sup>nd</sup> July 2014 in the Parish Council Office.**

#### **70/14** NEIGHBOURHOOD PLANNING/ RURAL EXCEPTION SITE

Members noted the offer of help from Surrey Community Action in investigating the ownership of the four most promising sites for a rural exception site. No date has been set for the next neighbourhood planning meeting.

It was **RESOLVED: that**

- a) The help from Surrey Community Action in investigating the ownership of promising Rural Exception sites be noted.**
- b) A neighbourhood planning meeting be arranged as soon as possible.**

#### **71/14** ENVIRONMENT – THE GREEN

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

- Request for a memorial bench for Gordon Haines (caretaker at Ripley Primary School)
- Request for the epicormic growth on the lime trees outside Old Smithy to be trimmed
- Metafit exercise classes
- Padlock to gate at top of Green
- Mowing in front of Ryde Cottage
- Missing litter bin
- Dog fouling. Request to place signs at dog bag dispensers
- Forest school. Request to use part of the green for outdoor activities for young people

It was **RESOLVED: That**

- a) The withdrawal of the request for a memorial bench for Gordon Haines be noted.**
- b) The arrangement with a contractor to cut back the epicormic growth be noted.**
- c) The organiser of the Metafit exercise classes' decision to find another venue be noted.**
- d) A budget of £30 be made available for the purchase of a new padlock.**
- e) The successful mowing in front of Ryde Cottage and the positive comments on the improved tidiness of the area be noted.**
- f) The admission by Guildford Borough Council that they removed the missing litter bin and are looking into replacing it be noted.**
- g) The offer from a local resident to make signs reminding dog walkers to pick up after their dogs be accepted.**
- h) The request for use of part of the green for a forest school be rejected. It was resolved that the clerk contact the forest school with the suggestion of using Rusty's Woods behind Seymours' Estate Agents.**

According to standing order 10f, the members agreed to postpone item 19, Playground, to the end of the meeting.

**71/14** BURIAL GROUND AND EXTENSION

Members noted the further work required and extra cost incurred in the clearing of the land in the burial ground extension. The work included the necessary removal of highly contaminated soil from the area. Quotes for the felling of two trees in the burial ground had not been received by the time of the meeting.

It was **RESOLVED: that the further work required at the burial ground extension be noted.**

**71/14** RIDE LONDON Sunday 10<sup>th</sup> 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 10<sup>th</sup> August 2014. The Parish Clerk reported that the issue of 'tow-away zone' signs on Portsmouth Road and the High Street was being looked into at Surrey County Council and that Newark Lane would be reopening shortly.

It was **RESOLVED: That the clerk's report on the RideLondon Cycle Race on Sunday 10<sup>th</sup> August 2014 be noted.**

**72/14** ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

No items were suggested.

**73/14** PLAYGROUND

Members received and considered proposals from Wicksteed, HAGS-SMP and Sovereign Playgrounds to upgrade and refurbish the playground using S.106 monies. Members agreed on the proposal from HAGS-SMP. Members agreed that Cllrs Cliff, Hancock, and Powell-Cullingford have responsibility to arrange a further meeting with HAGS-SMP to finalise the proposal.

It was **RESOLVED: That a further meeting with HAGS-SMP playground manufacturers be arranged in order to finalise the proposal.**

The meeting closed at 9.50pm

Date:

Chairman