



Ripley Parish Council

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MINUTES of RIPLEY PARISH COUNCIL MEETING held on THURSDAY 16th APRIL 2015 at 1930HRS at THE CHURCH ROOM, RIPLEY PARISH CHURCH.

Present: Cllr Jennie Cliff (Chairperson)
Cllr Richard Ayears
Cllr Colin Cross
Cllr Caspar Hancock
Cllr Lisanne Mealing
Cllr Suzie Powell-Cullingford
Cllr Vernon Wood
Jim Morris, Clerk of the Council

Also present: 7 members of the public

188/14 STATEMENTS BY THE PUBLIC

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

a) A local resident raised the inaccessibility of the Community Noticeboard. Since moving to a new location, the noticeboard has only been openable by using a screwdriver.

RESPONSE: Members considered an alternative site for the Community Noticeboard.

b) Surrey County Councillor Bill Barker noted the amount of orange boards around the village ahead of the forthcoming election on 7th May. Cllr Barker hoped to see more diverse political campaigning.

RESPONSE: The Chairperson thanked Cllr Barker for his input.

c) A local resident expressed a particular interest in item 10; Planning Committee.

RESPONSE: In accordance with Parish Council Standing Order 10f, members resolved to alter the order of business on the agenda for reasons of expedience.

189/14 APOLOGIES FOR ABSENCE

No apologies for absence were received.

190/14 DISCLOSURE OF INTERESTS

Cllr Cross declared a non-pecuniary interest in item 11 'Environment Group: the Green': Cllr Cross has a dwelling on The Green.

Cllr Hancock declared a non-pecuniary interest in item 12 'Village Hall': Cllr Hancock represents the Parish Council on the Village Hall Development Committee and represents the Shed Youth Club on the Village Hall board of Trustees.

Cllr Mealing declared a non-pecuniary interest in item 12 'Village Hall': Cllr Mealing represents the Parish Council on the Village Hall board of Trustees, and in item 6iv 'Correspondence': Cllr Mealing has a stake in a licensed premise.

Cllr Wood declared a non-pecuniary interest in item 12 'Village Hall': Cllr Wood represents the Bonfire Committee on the Village Hall board of Trustees.

In accordance with Ripley Parish Council's Code of Conduct Part 1 Item 14, Cllr Cliff produced a written request for dispensation regarding item 10.

191/14 MINUTES OF THE MEETING HELD ON TUESDAY 17th MARCH 2014

The minutes were received, confirmed and signed as a true and correct record by the Chairperson.

In accordance with Ripley Parish Council Standing Order 10f, the agenda item 'Planning Committee' was brought forward. Due to the Chairperson's written request for dispensation, and in accordance with Ripley parish Council Standing Order 10a, Cllr Hancock was appointed Chairperson for agenda item 'Planning Committee'.

192/14 PLANNING COMMITTEE

Members received and considered the minutes of the Planning Committee meeting held on Monday 9th March 2015 (copy attached to record minutes).

Members received and considered a document from Jaques Construction detailing options for access to the site for the forthcoming development of Green View & Toad Hall (copy attached to record minutes). A wide-ranging discussion was held regarding the Parish Council's duties and responsibilities, and the difficulty of developing the site. Several points were raised, including the length of the project, GBC rubbish collections, delivery of site portacabins, lorry movements, and the Parish Council's support of residents local to the area of the site.

Members received and considered an email dated 2nd April from GBC (copy attached to record minutes) and a report from Cllr Ayears detailing the recent meeting regarding hard copies of planning applications. Ripley Parish Council opposed plans to move to solely electronic planning applications. GBC would delay implementation until October and liaise with Parish Councils who asked for help with IT.

It was **RESOLVED: That,**

a) The minutes of the Planning Committee meeting held on 9th March 2015 be noted.

b) A full response to the document from Jaques Construction be formalised and ratified by full council. Ripley Parish Council fully supported residents local to the area of the site.

c) The clerk liaises with GBC IT department over transition to electronic copies of planning applications.

In accordance with Ripley Parish Council Standing Order 10a, Cllr Cliff was appointed Chairperson for the remainder of the meeting.

193/14 CHAIRPERSON'S REPORT

The meeting received a report from the Parish Council Chairperson, which included seeking an appointment with the organisers of RideLondon [*sic*], mowing of the wildflower meadow, representation on the board of the Anne Haynes Charity, and suggestions of letters to be sent.

An appointment to meet with the organisers of RideLondon [*sic*] would be sought after the London Marathon had taken place. The same team were responsible for organising both events.

The Chairperson had met with the greenkeeper to discuss the extent of mowing around the bench in the wildflower meadow on The Green.

A local resident had agreed to join the board of the Anne Haynes Charity in place of the Parish Council Chairperson, who was stepping down from the role. The Chairperson was due to introduce the new representative to the rest of the board and would ensure a smooth transition occurred.

It was suggested that letters be sent from the Parish Council to the director of the recent Pantomime, local Rotarians, and Surrey County Council (SCC).

It was **RESOLVED: that,**

a) A meeting with RideLondon [*sic*] be arranged.

b) Letters of thanks be sent to the director of the recent Pantomime and to local Rotarians, and a letter of concern be sent to SCC regarding local secondary transfer pupils and their allocated schools.

194/14 PARISH CLERK'S REPORT

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

- Bus shelter
- Allotments
- CiLCA training
- Buckingham Palace garden party

Works to the Cobham-bound bus shelter roof had been carried out, improving the street scene and maintaining the historic and notable structure. Members agreed that an 18 month contract should be offered to allotment holders for 1st April 2016 – 30th September 2017, and yearly thereafter. This would allow new tenants more time to prepare for the growing season and allow the clerk to prepare allotment agreements at a quieter time of year. Members agreed that the clerk should take advantage of a Certificate in Local Council Administration (CiLCA)

training course being offered by Surrey & Sussex Association of Local Councils (SSALC). The combined cost of the training course and course registration represented a greater amount than budgeted, but it was agreed that this was a one-off necessary cost. Members congratulated the Chairperson on receiving an invitation from the Lord Chamberlain to attend a garden party at Buckingham Palace. The Chairperson of Ripley Parish Council had been nominated by SSALC.

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

195/14 CORRESPONDENCE

i) A letter dated 28th July 2014 (postmarked 28th November 2014) from Kent, Surrey, Sussex Air Ambulance requesting a grant. This item is deferred from the meeting on 15th January 2015. (Copy attached to record minutes).

It was **RESOLVED: That a donation of £25 be sent to Kent, Surrey, Sussex Air Ambulance.**

ii) An email dated 17th March 2015 from Superfast Surrey detailing how they have transformed lives across the county. (Copy attached to record minutes).

It was **RESOLVED: That the email from Superfast Surrey be noted.**

iii) An email dated 26th March 2015 from a local resident detailing anti-social road behaviour on Newark Lane. (Copy attached to record minutes).

It was **RESOLVED: That a letter be sent to a local business outlining the Parish Council's concerns over anti-social road behaviour.**

iv) An email dated 1st April 2015 from Guildford Borough Council (GBC) detailing this month's survey of the month. (Copy attached to record minutes).

It was **RESOLVED: That the email detailing GBC's Licensing Policy Consultation be noted.**

196/14 SCHEDULE OF PAYMENTS and CHEQUES FOR APPROVAL

Members received and noted the schedule of accounts received and paid for the period from 1st to 31st March 2015, totaling £4,797.12, and the total receipts and payments to date, which were circulated with the agenda (Copies attached to the record minutes). Cheques were presented by the Parish Clerk for authorisation and signing.

It was **RESOLVED: That the schedule of accounts received and paid for the period from 1st to 31st March 2015, totaling £4,797.12, and the total receipts and payments to date be noted. Cheques presented by the Parish Clerk were authorised and signed.**

197/14 NEIGHBOURHOOD PLAN

Members received a report from Cllr Ayears on progress with the Lovelace Neighbourhood Plan. A meeting was due to take place in liaison with GBC in order to give the Plan Group some direction. Members had attended a Plan Group meeting at Wisley, and had offered help and support from Ripley Plan Group. The consultation on the suitability of Lovelace as a Neighbourhood Plan area had closed, with 6 comments for and 1 against. The result of the consultation was due in mid-May. Future actions would include applying for further grant funding and gathering evidence.

It was **RESOLVED: That the report from Cllr Ayears be noted.**

198/14 NATURE RESERVE

Members received a report from the Cllr Powell-Cullingford on progress with the Nature Reserve Working Group (NRWG). Research into possibilities was under way. Progress would be slow, however, with projected start dates possibly occurring late summer. The site was due to be finally cleared within the next week or so. The NRWG would report monthly to full Council on any developments.

It was **RESOLVED: That the report from the Cllr Powell-Cullingford be noted.**

199/14 ENVIRONMENT – THE GREEN

Members received and considered a report from the Parish Clerk on various on-going matters including:

- Ryde Cottage and refurbishment of the general area
- Posts / posts & rails
- Byelaws
- Playground equipment

It was **RESOLVED: That,**

- a) The on-going refurbishment of the area in front of Ryde Cottage be progressed. 10 tonne of scalplings was to be ordered for delivery on Bank Holiday weekend.
- b) Members had met on The Green to discuss the replacement of various sections of posts & rails. Maps of the areas discussed would be produced in time for the next meeting.
- c) SCC Byelaw under sections 12 and 15 of the Open Spaces Act, 1906, states: "10. A person shall not in any Open Space without the consent of the Council erect a tent or use any vehicle, including a caravan, or any other structure for the purpose of camping on the Open Space except on any area which may be set apart and indicated by notice of the Council as a place where camping is permitted." Help from SCC would be sought if problems with overnight staying persisted.
- d) It was agreed to seek advice from ROSPA over whether the existing roundabout posed a risk to playground users. The purchase of new signs to replace the fading ones was approved.

200/14 VILLAGE HALL

Members received and considered a report from Cllrs Hancock and Mealing on the recent Village Hall Redevelopment meeting. There was no progress to report as the trust was changing to a corporate body, yet still classed as a charity. The Parish Consultation with the village over funding a new village hall would be progressed after the forthcoming election.

It was **RESOLVED: That the report from Cllrs Hancock and Mealing be noted.**

201/14 PARISH COUNCIL COMMITTEES

Members considered alterations to Parish Council Committees. The proposed changes were suggested by SSALC and were designed to streamline the functions of the Parish Council.

It was **RESOLVED: That the following alterations be made to the Parish Council's Committees, effective from the May 2015 meeting:**

Planning Committee to become Planning & Environment Committee

- Planning
- Highways & Transportation

Creation of a Communication & Liaison Committee

- Website
- Newsletter
- Liaison to outside bodies
- Village clubs & facilities

Creation of a Leisure & Facilities Committee

- The Green & Playground
- Allotments
- Burial Ground
- Nature Reserve

No changes would be made to the Christmas Event Committee or Finance Working Group.

202/14 ANNUAL PARISH MEETING

Members considered a report from Cllr Hancock on progress with arrangements for the Annual Parish Meeting. Many local organisations had accepted the invitation to give short talks.

It was **RESOLVED: That the report from Cllr Hancock be noted.**

203/14 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Posts & Rails, Rural Exception, and s.106 were all suggested.

204/14 DATE OF THE NEXT PARISH COUNCIL MEETING

The next Meeting of the Parish Council was scheduled to take place on Thursday 21st May, at the Church Room.

The meeting closed at 2140hrs.

Date:

Chairperson