



Ripley Parish Council

Ripley Parish Council Office
Ripley Village Hall
High Street, Ripley
Woking, Surrey
GU23 6AF

Phone: 01483 224847

clerk@ripleyparishcouncil.gov.uk

www.ripleyparishcouncil.gov.uk

MINUTES of RIPLEY PARISH COUNCIL MEETING held on THURSDAY 18th JUNE 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 Vernon Wood
Jim Morris, Clerk of the Council

Apologies: Cllr Mealing
Cllr Powell-Cullingford

Also present: 4 members of the public

28/15 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 concerns over parking in the village. Several instances of bad and/or antisocial parking had been witnessed, and it was suggested that boxed bays may provide some solution.

RESPONSE: Members agreed that parking issues were a constant source of vexation. Guildford Borough Council (GBC) has a policy of not boxing bays into individual parking spaces due to the varied sizes of modern vehicles. It was suggested that some double yellow lines could be relaxed to single yellow. Encouragement of use of White Hart Court car park was discussed, as was the seemingly unenforced 2 hour stopping limit. Arrangement of a meeting between the Parish Council and the parking department of GBC was suggested in order to discuss the current issues.

29/15 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Mealing and Powell-Cullingford.

30/14 DISCLOSURE OF INTERESTS

Cllr Cross declared a non-pecuniary interest in item 10 'Leisure & Facilities Committee': Cllr Cross has a dwelling on The Green.

Cllr Hancock declared a non-pecuniary interest in item 19 '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 Wood declared a non-pecuniary interest in item 19 'Village Hall': Cllr Wood represents the Bonfire Committee on the Village Hall board of Trustees.

31/15 MINUTES

The minutes of the meeting held on Thursday 21st May 2015, and extra-ordinary meeting held on Friday 5th June 2015 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 'Chairperson's Report' was moved to accommodate the forthcoming arrival of Surrey County Councillor Bill Barker.

32/15 PARISH CLERK'S REPORT

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

- Travellers on Ripley Green
- CiLCA training
- Circus
- s.106

The Parish Council had followed the advice from both the police and Surrey County Council (SCC) following the recent traveller incursion on to Ripley Green. The travellers had stayed beyond their stated day of departure, but had moved on shortly thereafter. Cllrs Cliff and Cross had helped tidy the site following their departure with the help of local residents and playground users. The Clerk had been to the first of two planned CiLCA training courses being run by Sussex & Surrey Association of Local Councils (SSALC). It was estimated that the qualification may take around 7 months to complete. Further details had been sought from not-for-profit circus which had enquired about using The Green on the last weekend in September. The aforementioned 'heavily discounted rate' was £50 for the week. The Parish Council's s.106 application was with the planning department of GBC who had offered help with some of the detail.

It was **RESOLVED: That the report by the Parish Clerk be noted. Members agreed that the request from the not-for-profit circus be turned down.**

33/15 CORRESPONDENCE

i) A letter dated May 2015 from the Living and Ageing Well Team detailing this year's Living and Ageing Well in Surrey Awards (copy attached at to record minutes).

It was **RESOLVED: That the letter from the Living and Ageing Well Team be deferred until the September meeting.**

ii) A letter dated 19th May 2015 from the Campaign to Protect Rural England (CPRE) detailing subscription fees for 2015-16 (copy attached to record minutes).

It was **RESOLVED: That the letter regarding the CPRE subscription fees be noted and approved.**

iii) Email correspondence dated 28th May 2015 between Cllr Powell-Cullingford and Ripley Farmers' Market outlining plans for a defibrillator in the village (copy attached to record minutes).

It was **RESOLVED: That the email correspondence between Cllr Powell-Cullingford and Ripley Farmers' Market be noted.**

iv) An email dated 1st June 2015 from GBC's Parks & Leisure Services department detailing a dog-bite incident at the playground on The Green (copy attached to record minutes).

It was **RESOLVED: That the email from GBC detailing a dog-bite incident on The Green be noted. It was agreed to seek advice from a local craftsman regarding making the children's play area dog proof.**

v) An email dated 4th June 2015 from GBC's Committee Services manager detailing Parish Council representation on the Corporate Governance and Standards Committee (copy attached to record minutes).

It was **RESOLVED: That the email from GBC be noted. Cllr Cross sits on GBC's Corporate Governance and Standards Committee in his capacity as Lovelace Ward Borough Councillor.**

vi) A letter dated 5th June from 'Wisley Airfield' outlining proposals to build up to 1,300 unaffordable homes on the green belt (copy attached at record minutes).

It was **RESOLVED: That the email from 'Wisley Airfield' be noted. Cllrs Cliff and Hancock had both contacted 'Wisley Airfield' to raise various matters.**

34/15 CHAIRPERSON'S REPORT

The meeting received a report from the Chairperson on recent local issues. A detailed account was given of the clean-up process following recent incursion on The Green by travellers. A letter had been drafted to Surrey County Council asking for a small grant of £200 towards the cleaning and protection of the children's playground area. There were plans to carry out works to the boundary posts nearby, but emergency works had to be carried out in the meantime.

Cllr Cliff had attended Ethical Standards Training along with the Parish Clerk provided by Guildford Borough Council at Millmead. Much had been found to be of relevance to the Parish Council, and a draft Ethical Standards Policy was to be produced.

The Chairperson had been in contact with the current leaseholders of the Old Forge regarding the siting of a community noticeboard on an outside wall. The request was to be forwarded to the owners of the building.

35/15 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 May 2015, totaling £5,413.26, (Copy 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 May 2015, totaling £5,413.26 be noted. Cheques presented by the Parish Clerk were authorised and signed.**

36/15 REVIEW OF COUNCIL POLICIES

Members received and considered the annual review of the parish council policies. Cllrs Ayears, Cliff, Cross, and Hancock had each reviewed two policies.

It was **RESOLVED: That the Council policies reviewed by Cllrs Ayears, Cliff, Cross, and Hancock be adopted by the Parish Council. Copies are available at the Parish Council Office.**

37/15 PLANNING & ENVIRONMENT COMMITTEE

Members received and considered the minutes of the Planning & Environment Committee meeting held on Monday 11th May 2015 (copy attached to record minutes).

It was **RESOLVED: That the minutes of the Planning & Environment Committee meeting held on 11th May 2015 be noted.**

38/15 LEISURE & FACILITIES COMMITTEE

Members received and considered matters ongoing under the remit of the Leisure & Facilities Committee, which included:

- Further information regarding Fred Dixon's tree memorial area on The Green (copy attached to record minutes)
- Skateramp quotes
- Posts & rails
- Request for use of The Green (copy attached to record minutes)

It was **RESOLVED: that,**

a) The Hawthorn suggested by the family of Fred Dixon would not be suitable for the area as it may pose a risk to members of the public. Members were happy with the suggestion of a brass plaque on the existing bench near the playground, and also suggested alternative trees for the family to consider.

b) Members received and considered skateramp quotes provided by three suppliers. It was resolved to give all suppliers the opportunity to improve their quotes, all based on a 3.6m wide skateramp.

c) Estimates had not yet been received for replacement of posts & rails at the car park adjacent to the playground on The Green.

d) Members considered a request for use of The Green for a wedding party. It was resolved to seek a meeting with the interested party in order to discuss arrangements.

39/15 VILLAGE HALL

Members received and considered a report from Cllr Hancock on recent Village Hall Trustees, and Redevelopment meetings. The Parish Council's Consultation with the village over funding a new village hall was discussed, with a draft consultation produced and considered. Discussion was held as to the proposed Public Works Loans Board borrowing.

It was **RESOLVED: That the report from Cllr Hancock be noted, and that a full report on proposed PWLB borrowing be presented to the next meeting of the Parish Council Finance Working Group for consideration. Advice from Surrey & Sussex Association of Local Councils would be sought over the proposed consultation.**

40/15 NEIGHBOURHOOD PLAN

Members received a report from Cllr Ayears on progress with the Lovelace Neighbourhood Plan. The result of the consultation on the suitability of Lovelace as a Neighbourhood Plan area was still being awaited.

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

41/15 ANNUAL RETURN

Members considered Section 1 of the Annual Return for the year ended 31st March 2015 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 2015 be approved.**

42/15 ANNUAL RETURN – GOVERNANCE STATEMENT

Members considered their responses in Section 2 of the Annual Return for the year ended 31st March 2015 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 2015 be approved.**

43/15 INTERNAL AUDIT

Members considered the internal audit carried out by Mark Mulberry of Mulberry and Co on Wednesday 10th June 2015 (circulated with agenda). There were no significant issues. It was **RESOLVED: That the internal audit carried out by Mulberry and Co be noted.**

44/15 PUBLIC LOO

Members considered further email correspondence from GBC regarding Parish Council aid with closing the public loo on The Green on a daily basis (copy attached to record minutes). The appointed person would not be an employee of GBC, an annual invoice from the Parish Council would be expected, and the public loo would remain the overall responsibility of GBC. It was **RESOLVED: That the daily locking of the public loo be offered by the Parish Council on a contract basis.**

45/15 CHARITY ACCOUNTS

Members received and considered the accounts of the Anne Haynes Charity, which provides for residents of Ripley Parish (copy attached to record minutes). It was **RESOLVED: That the accounts of the Anne Haynes Charity for the year 2014-15 be noted.**

46/15 GREEN TOAD

Members received and considered a letter of assurance from the Parish Council regarding the Licence for use of The Green, Ripley, during the Green Toad development on The Green. It was **RESOLVED: That the letter of assurance regarding the Licence for use of The Green be approved, signed and countersigned.**

47/15 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Website and parking were suggested.

48/15 DATE OF THE NEXT PARISH COUNCIL MEETING

The next Meeting of the Parish Council was scheduled to take place on Thursday 16th July, at the Church Room.

The meeting closed at 2210hrs.

Date:

Chairperson