



## Ripley Parish Council

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### MINUTES of RIPLEY PARISH COUNCIL MEETING held on THURSDAY 19<sup>th</sup> NOVEMBER 2015 at 1930HRS at THE CHURCH ROOM, RIPLEY PARISH CHURCH.

**Present:** Cllr Jennie Cliff (Chairperson)  
Cllr Caspar Hancock  
Cllr Vernon Wood  
Jim Morris, Clerk of the Council

**Apologies:** Cllrs Richard Ayears, Colin Cross, Lisanne Mealing, and Suzie Powell-Cullingford

**Also present:** 6 members of the public

#### 104/15 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 traffic and parking on the footpath outside the Village Hall and the Toby Cottage, particularly on Sundays. Anti-social parking was a constant problem and incidences were increasing.

**RESPONSE: Members agreed that anti-social parking was becoming an increasing problem in many areas of the village. It was recommended that incidences should be reported to the police. It was resolved to write to both the Toby Cottage and the Village Hall to draw attention to other parking facilities and remind user of the illegality of blocking footpaths with vehicles.**

b) A local resident, speaking on behalf of Newark Lane Residents' Association, raised concerns over a broken concrete fence pillar in Dorton Way, and queried progress with the '20 is plenty' scheme.

**RESPONSE: Members were unsure as to responsibility for the concrete post. It was resolved to look into ownership of the post. Surrey County (SCC) Councillor Bill Barker responded to the query over '20 is plenty'. Both Cllr Barker and Lovelace Ward Councillor Cross were pursuing implementation of the scheme in the village centre.**

c) A resident of a neighbouring parish raised a query over the forthcoming Extra-Ordinary Meeting of Ripley Parish Council, at which Guildford Borough (GBC) Councillors were due to be present.

**RESPONSE: Members confirmed that Councillors Billington, Furniss, and Spooner were visiting each parish, and that the Extra-Ordinary Meeting would be open to the public.**

d) A local resident described the new posts on The Green as "stunningly good".

**RESPONSE: Members thanked the local resident for the compliment.**

e) PCSO Lisa Clarke was unable to attend the meeting. The Parish Clerk provided the meeting with the monthly crime report. There had been 2 reported drug offences and some thefts of petrol. The public were urged to be vigilant following burglaries in the wider local area.

**RESPONSE: Members hoped PCSO Clarke would be able to attend future meetings.**

#### 105/15 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Ayears, Cllr Cross, Cllr Mealing, and Cllr Powell-Cullingford. The Chairperson noted that the meeting was quorate, in accordance with Ripley Parish Council Standing Order 4a.

#### 106/15 DISCLOSURE OF INTERESTS

Cllr Hancock declared a non-pecuniary interest in item 10 'Communication & Liaison Committee': Cllr Hancock had an acquaintance involved in providing an estimate for the parish council's website.

Cllr Hancock declared a non-pecuniary interest in item 11 '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 11 'Village Hall': Cllr Wood represents the Bonfire Committee on the Village Hall board of Trustees.

#### 107/15 MINUTES

The minutes of the meeting held on Thursday 15<sup>th</sup> October were received, confirmed, and signed as a true and correct record by the Chairperson.

#### 108/15 CHAIRPERSON'S REPORT

The meeting received a report from the Chairperson. The exhibition regarding proposed development at White Horse Yard at the Talbot Hotel had been visited. Traffic on the High Street had been discussed with the representative, with often as much as three hours of bad traffic every day the extra development was certain to add extra strain on the local infrastructure. It was questionable whether the parish council would support the proposed development on the green belt, regardless of affordable home provision. The representative had posited that the nearby Barn Yard proposal had received planning permission and the Chairperson had kindly corrected this error.

The Chairperson had attended the War Memorial on Remembrance Day to lay a wreath alongside the Primary School, British Legion, and police. It was always a pleasure to forge close links with the school, and a visit to a school assembly was due to take place.

A public vote of thanks was offered to local man Ted Strange for his recent efforts in maintaining benches at various locations around the village. Several benches had been given a new lease of life due to his labour, and the high quality of the work was remarked upon.

#### 109/15 PARISH CLERK'S REPORT

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

- Lengthsman Scheme
- s.106
- Tree survey
- Review of council policies

A minor setback with Lengthsman Scheme funding had been encountered due to some confusion with the administration of funds by SCC. It was hoped that the issue would be resolved soon as a contractor had provided a very good price for work at the Newark Lane car park.

s.106 funding for the skateramp was being processed. The parish council's Planning Application had recently been approved.

If the annual tree survey was to be re-instated from 2016-17, it was suggested that two halves of The Green comprise the first two years, with a survey at White Hart car park, Allotments, and Burial Ground making up the third year.

It was expected that the CiLCA qualification would entail the parish council enacting several more policies. As all parish council policies should be reviewed annually, it was suggested that between one and three policies be reviewed at each meeting of the council rather than all at once every year.

It was **RESOLVED: That the report by the Parish Clerk be noted. Members agreed to the annual tree survey proposal, and the proposed monthly review of selected council policies.**

#### 110/15 CORRESPONDENCE

i) An email dated 14<sup>th</sup> October 2015 from Democratic Services at Guildford Borough Council (GBC) confirming elected parish representatives on the Council's Corporate Governance and Standards Committee (copy attached to record minutes).

It was **RESOLVED: That the email regarding parish representatives be noted.**

ii) An email dated 23<sup>rd</sup> October 2015 from the manager of One Stop regarding charitable donations (copy attached to record minutes).

It was **RESOLVED: That the Shed Youth Club be nominated to receive donations from carrier bag charges, and that the parish council would welcome any further donations towards the annual Christmas lights.**

iii) An email dated 28<sup>th</sup> October 2015 from Ripley Bonfire Association detailing works carried out around The Green (copy attached to record minutes).

It was **RESOLVED: That the email from Ripley Bonfire Association be considered alongside information at Agenda item 12 – Ripley Bonfire.**

iv) A letter dated 5<sup>th</sup> November 2015 from the Office of the Police and Crime Commissioner (PCC) for Surrey regarding the effects of austerity (copy attached to record minutes).

It was **RESOLVED: That the letter from the PCC be noted.**

v) An email dated 8<sup>th</sup> November 2015 from a local resident suggesting an important role for the Village Hall at the heart of the community (copy attached to record minutes).

It was **RESOLVED: That the email from a local resident be noted. It was agreed that the Village Hall ought to act as a refuge in times of crisis. An Emergency Plan for the village was proposed, and it was resolved to collaborate with Village Hall Trustees on creating and adopting an appropriate plan.**

vi) A letter dated 10<sup>th</sup> November 2015 from the Managing Director of GBC outlining the newly adopted Corporate Plan (copy attached to record minutes).

It was **RESOLVED: That the letter from GBC be noted. A copy of the Corporate Plan was available from the Parish Council Office.**

#### **111/15** SCHEDULE OF PAYMENTS and CHEQUES FOR APPROVAL

Members received and noted the schedule of accounts received and paid for the period from 1<sup>st</sup> to 31<sup>st</sup> October 2015, totaling £11,635.42 (copy attached to the record minutes). Cheques were presented by the Parish Clerk for authorisation and signing. A discussion was held regarding savings that could be made through reducing maintenance hours throughout winter. 'Review of groundwork hours' was proposed as an Agenda item for a future parish council meeting.

It was **RESOLVED: That the schedule of accounts received and paid for the period from 1<sup>st</sup> to 31<sup>st</sup> October 2015, totaling £11,635.42 be noted. Cheques presented by the Parish Clerk were authorised and signed. Maintenance hours would be halved for the months of December, January, February, & March.**

#### **112/15** PLANNING & ENVIRONMENT COMMITTEE

Members received and considered the minutes of the Planning & Environment Committee meetings held on Mondays 5<sup>th</sup> and 26<sup>th</sup> October 2015 (copies attached to record minutes).

A misunderstanding by members of the public regarding the time of the Planning & Environment Committee meeting had recently occurred.

It was **RESOLVED: That the minutes of the Planning & Environment Committee meetings held on 5<sup>th</sup> and 26<sup>th</sup> October 2015 be noted. Members agreed that every attempt was made to publicise the time, date, and location of meetings, and that any misunderstandings could therefore not be avoided.**

#### **113/15** LEISURE & FACILITIES COMMITTEE

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

- Posts & rails quote
- Burial Ground treeworks quote
- Maintenance of parish council tracks

It was **RESOLVED: that,**

**a) The entire run of posts & rails from the footpath towards Ockham Mill to the Cricket Club be replaced with weathered top posts and 48mm rail. Confirmation of height of the posts would be sought.**

**b) A successful quote for proposed treeworks in the Burial Ground was approved. A site visit with the GBC Arboriculturalist would be requested, and a Planning Application entered if deemed appropriate thereafter.**

**c) An offer from a local resident to contribute towards maintenance of a track on The Green would be accepted once estimates for the work had been received. The Finance Working Group would be asked to consider including a budget for further works in the budget for 2016-17.**

#### **114/15** COMMUNICATION & LIAISON COMMITTEE

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

- Website quote

It was **RESOLVED: That a successful quote for website redevelopment be approved. Cllr Hancock re-stated Disclosure of Interest in this item and took no part in the discussion.**

#### **115/15 VILLAGE HALL**

Members received and considered a report from Cllr Hancock on the recent meetings of the Village Hall Trustees and Village Hall Redevelopment Committee. The parish council's consultation had delivered an inconclusive result, whereby the village had neither approved selling the available land to a private developer nor approved the parish council's proposal to provide a grant of £600,000 for Village Hall redevelopment. Some Trustees had wished to reconsider selling the land, amongst other options. It was thought that a design which included apartments above a new Village Hall could help pay for redevelopment. The Trustees would leave it to the Redevelopment Committee to consider options and present their findings.

Some members of the Redevelopment Committee were not in favour of parish council help, and were prepared to continue exploring the possibility of selling off the land. Some members were prepared to seek new fundraising avenues. A green oak Village Hall could possibly be built for around £600,000, although this would have a limited lifespan. Parish Councillors agreed that the land in the green belt in the village was an important open space and that selling the land could only be considered as a final option when all else had been exhausted. The parish council would possibly object to a Planning Application for building on the land.

A member of the Redevelopment Committee had suggested that a refurbishment of the Village Hall could cost £40,000 - £50,000 and would extend the lifespan of the Village Hall to 20-30 years. The area at the front of the Village Hall could potentially be remodelled as part of a refurbishment. Ripley Parish Council members agreed that this would be the best option for the Village Hall at present, and that the consultation result had been adequate enough to enact a sizeable grant to enable this option. A motion was proposed to offer the Trustees up to £100,000 to refurbish the Village Hall.

It was **RESOLVED: That a grant of £100,000 be offered to the Village Hall Trustees for refurbishing the Village Hall.**

#### **116/15 RIPLEY BONFIRE**

Members considered matters arising following the recent Ripley Bonfire. A teenager had been injured on the Waltzer, but was okay following a visit to Royal Surrey hospital. The bench which had been removed by the funfair in 2014 had been removed again. GBC had asked for an enclosure to be created on The Green in order to aid the cleansing team in future years. A dog bin on The Green had been unusable for the week in which the funfair had been in residence. Some parts of The Green had been left in a very rutted state. The Chairperson suggested that a price for use of The Green be set at a full Council meeting when considering the Bonfire Associations' annual request for use of The Green.

Correspondence from the Bonfire Association was considered (copy attached to record minutes). Members were very grateful for suggestions regarding the wildflower areas on The Green, yet felt that the volunteer team would be able to control problems with encroaching bramble roots and ash saplings. Thanks were proffered to the Bonfire Association for work carried out to the avenue of trees above the pond dip. The Bonfire Association had undertaken smoothing some of the rutting and had reseeded areas of The Green. The GBC arboriculturalist would be asked to offer an opinion on carrying out work to the Willow tree in the pond dip.

It was **RESOLVED: That a fee for use of The Green by the funfair be considered on an annual basis.**

#### **117/15 CHRISTMAS EVENT**

Members received and considered a report from Cllrs Cliff and Wood on recent meetings of the Christmas Event Committee. All preparations were in place and the event was undoubtedly going to be a great success. The parish council newsletter was due for printing and distribution, along with Christmas Event flyers. Cllr Wood noted that fairground rides which had been booked to attend may cause more ruts on The Green.

It was **RESOLVED: That the report from Cllrs Cliff and Wood be noted.**

#### **118/15 NATURE RESERVE**

Members received and considered a report from Cllrs Cliff, Hancock, and Wood on progress with the Nature Reserve and recent meetings of the Working Group. The Working Group had carried out planting native species whips during a recent volunteer day and deer had been spotted back in the Burial Ground by a local resident. It was hoped to have a Planning Application entered by the end of 2015.

It was **RESOLVED: That the report from Cllrs Cliff, Hancock, and Wood be noted.**

**119/15** NEIGHBOURHOOD PLAN

Members received a report from the Ripley Neighbourhood Plan Group (RNPG) member Jan Jewers on progress with the Lovelace Neighbourhood Plan, and the Ripley element of the Plan. An informal meeting with members of the East Horsley, Effingham, and Send Neighbourhood Plan Groups had been held. These Neighbourhood Plan areas adjoin Lovelace and it was considered a good idea to maintain contact with the groups as the Plans evolve and progress in an informal framework of mutual support. A drop-in meeting was scheduled to take place on 2<sup>nd</sup> December in the Village Hall Annex to develop further the Ripley element of the Lovelace Neighbourhood Plan.

It was **RESOLVED: That the report from Jan Jewers of RNPG be noted.**

**120/15** REVIEW OF COUNCIL POLICIES

Members considered two parish council policies under the new scheme of reviewing between one and three policies at each meeting. Copies of the parish council's Standing Orders, and Disciplinary & Grievance Policy had been circulated with the Agenda.

Ripley Parish Council Standing Order 8 b i) was amended to include "Parish councillors may opt-in to receive Agendas for meetings via email."

Ripley Parish Council Standing Order 29 c was amended to remove an errant apostrophe.

There were no amendments to the Ripley Parish Council Disciplinary & Grievance Policy.

It was **RESOLVED: That the council policies be adopted.**

**121/15** ANNUAL PARISH MEETING

Members considered the Minutes of the Annual Parish Meeting held on 30<sup>th</sup> April 2015. Members considered a date and budget for the 2016 Annual Parish Meeting.

It was **RESOLVED: That,**

**a) The minutes of the 2015 Annual Parish Meeting be noted.**

**b) The Annual Parish Meeting 2016 would be held on Thursday 28<sup>th</sup> April, at 1930hrs in the Church Room, and would be given a budget of £100 for refreshments.**

**122/15** ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Review of groundwork hours and wildflower areas were suggested.

**123/15** DATE OF THE NEXT PARISH COUNCIL MEETING

The next full meeting of the parish council was scheduled to take place on Thursday 21<sup>st</sup> January 2015, at the Church Room. An Extra-Ordinary Meeting of the Parish Council was scheduled to take place on Tuesday 15<sup>th</sup> December, at the Scout HQ, Rose Lane.

The meeting closed at 2145hrs.

Date:

Chairperson