



Ripley Parish Council

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MINUTES of RIPLEY PARISH COUNCIL MEETING held on THURSDAY 17th MARCH 2016 at 1930HRS at THE CHURCH ROOM, ST MARY MAGDALEN CHURCH.

Present: Cllr Jennie Cliff (Chairperson)
Cllr Caspar Hancock
Cllr Suzie Powell-Cullingford
Cllr Vernon Wood
Jim Morris, Clerk of the Council

Also present: 7 members of the public

171/15 STATEMENTS BY THE PUBLIC

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

a) A representative of Newark Lane Residents' Association (NLRA) queried whether the cottages being constructed adjacent to 63 Newark Lane were being built to the approved plans.

RESPONSE: Members agreed that development should always mirror the approved plans. The Clerk was asked to locate the original Planning Application and raise an Enforcement case if necessary.

b) A local resident raised a question over whether the 515 bus service was also included in the recent consultation. A bus driver had mentioned that the service was to be cut.

RESPONSE: Members thanked the local resident for raising the issue. The Clerk would look into it, and the resident was welcome to discuss the outcome at the Parish Council Office.

172/15 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Ayears, Cross, and Mealing.

173/15 DISCLOSURE OF INTERESTS

Cllr Hancock declared a non-pecuniary interest in Agenda item 13: Cllr Hancock represented the Youth Club on the Village Hall board of trustees.

Cllr Wood declared a non-pecuniary interest in Agenda item 13: Cllr Wood represented the Bonfire Association on the Village Hall board of trustees.

174/15 MINUTES

The minutes of the meeting held on Thursday 16th February 2016 were received, confirmed, and signed as a true and correct record by the Chairperson.

175/15 CHAIRPERSON'S REPORT

The meeting received a report from the Chairperson. Members of the public were reassured that those members not present at the meeting were very hard working councillors who just happened to have been busy that evening. All councillors were very busy with many parish council projects ongoing.

The Clerk was thanked for preparing the recent 'Parish Review' newsletter. The weather had been good for delivering and positive comments had been received. Surrey County Council (SCC) Councillor Bill Barker, Ripley Parish Councillor Suzie Powell-Cullingford, and local residents were also thanked for installing the new planters on the High Street.

The Chairperson and Cllr Powell-Cullingford had attended the exhibition at RHS Wisley for their development project. A projected increase in visitor numbers to 1.4m per annum had been seen as being slightly concerning due to the already congested local road network. The demolition and development of the Science Centre would take place via an entrance on Mill Lane, Ockham.

The Chairperson had attended the Ripley Good Neighbours lunch. Their hard work was highly commendable. The Ripley & Send Matters AGM was due to take place on 18th May. 3,400 copies were distributed in Ripley and Send. The financial balance was fine, but the price of an advert may be increased.

The Chairperson and the Clerk had visited the Guildhall for the Parish Council's Reception as guests of the Mayor. The Leader of Guildford Borough Council, Cllr Paul Spooner, had commended the Clerk on his work.

176/15 PARISH CLERK'S REPORT

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

- s106
- Crime report and new PCSO powers
- Cllr numbers

Information on the new Half Pipe on The Green was given. Some noise issues had to be addressed and installation of a new bin at the site was to be asked for. Local residents were noted for their attention to litter picking.

The Clerk gave the crime report for the previous month, and disseminated information on new PCSO powers which would come into force in the summer. The PCSO would be able to issue Fixed Penalty Notices to anti-socially parked cars.

Information on increasing the number of parish councillors was given. A Community Governance Review (CGR) would need to be undertaken. A recent CGR elsewhere in the Borough had taken over a year to complete and had cost a substantial amount of money. Members agreed that the idea of a CGR would be added to the next 'Parish Review' newsletter.

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

177/15 CORRESPONDENCE

i) A press release from Guildford Borough Council (GBC) regarding new dog poo posters (copy attached to record minutes).

It was **RESOLVED: That the new dog poo posters be noted.**

ii) A letter confirming the date of RideLondon (*sic*) 2016 (copy attached to record minutes).

It was **RESOLVED: That the letter be noted. Members asked whether a meeting with the organiser would be available this year. The bowls club had received a good donation from the race in 2015.**

iii) A press release from GBC regarding Guildford In Bloom 2016 (copy attached to record minutes).

It was **RESOLVED: That the press release be noted.**

iv) An email from a local resident requesting further measures to mitigate anti-social parking (copy attached to record minutes).

It was **RESOLVED: That further provision of planters be considered at the next meeting of the council.**

v) A letter from Ashford & St Peter's NHS Foundation Trust and Royal Surrey County NHS Foundation Trust regarding their proposed merger (copy attached to record minutes).

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

178/15 SCHEDULE OF PAYMENTS, CHEQUES FOR APPROVAL, & BUDGET 2016-17 (1)

Members received and noted the schedule of accounts received and paid for the period from 1st to 29th February 2016, totaling £13,082.51 (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 29th February 2016, totaling £13,082.51 be noted. Cheques presented were authorised and signed.**

In accordance with Ripley Parish Council Standing Order 10f, the agenda item 'Neighbourhood Plan' was moved in order to inform the finalization of the parish council budget for 2016-17.

179/15 NEIGHBOURHOOD PLAN

Members received a report from the Chairperson of the Lovelace Neighbourhood Plan Group (LNPG), Mr Peter Gelardi, on progress with the Plan. A Housing Needs Survey was forthcoming, prepared by the Housing Group

in conjunction with Surrey Community Action. The GBC SHMA would be crucial in deciding the amount of housing required over the next 15 years, but 10-12 per annum across Lovelace could be expected if allocation was fairly distributed. The Environment Group were liaising with neighbouring designated Plan areas on provision of green infrastructure and wildlife corridors. The Business Group had canvassed opinion via a survey and was keen to prevent loss of businesses from Lovelace. Infrastructure and Facilities Groups had been looking at traffic and parking issues. A major issue was Air Quality (AQ) as some data were showing that levels were just above the minimum standard. AQ had thus been identified as a big issue that the Plan should take into account. Ockham Parish Council was to part fund an AQ survey. Grant funding was also due to be applied for.

It was **RESOLVED: That the report from the LNPG be noted. Members thanked Mr Gelardi for the update.**

Following the report on the Lovelace Neighbourhood Plan, the meeting resumed the previous Agenda item:

180/15 SCHEDULE OF PAYMENTS, CHEQUES FOR APPROVAL, & BUDGET 2016-17 (2)

Members received and considered the finalization of the parish council budget for financial year 2016-17.

It was **RESOLVED: That the Lovelace Neighbourhood Plan be allocated a budget of £4,000 for the coming financial year.**

181/15 PLANNING & ENVIRONMENT COMMITTEE

Members received and considered matters ongoing under the remit of the Planning & Environment Committee, including the minutes of the recent Planning & Environment Committee meeting (copy attached to record minutes); report from Cllrs Cliff and Powell-Cullingford on the RHS Wisley development exhibition; Housing Needs Survey.

RHS Wisley were planning to redevelop part of the site in order to restore the 'arts & crafts' style science labs and create a new auditorium for up to 400 people. Parking would be improved and up to 80 houses were also planned for the village. A pre-application advice request was due to be entered with GBC. Visitor numbers were expected to increase to 1.4m per annum.

It was **RESOLVED: That,**

a) The minutes of the Planning & Environment Committee meeting held on 1st February 2016 be noted.

b) The report from Cllrs Cliff and Powell-Cullingford be noted. The increase in visitor numbers was a concern, as was the entrance to the site from Mill Lane.

c) The Housing Needs Survey designed and provided by Surrey Community Action be approved.

182/15 LEISURE & FACILITIES COMMITTEE

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

- Request for use of The Green
- Potholes
- Schedule for mowing The Green
- GBC Open Spaces study
- Willow tree
- Bus shelter
- Burial Ground trees
- Burial Ground contractor
- West End Cottages potholes

It was **RESOLVED: that,**

a) The request for use of The Green for this year's Ripley Event be approved. A map demarking the wildflower areas would be provided and marked with hazard tape on the day.

b) A contractor for work on the potholes on The Green be approved. An end date would be sought from the building company who were developing the 'Green Toad' site.

c) The mowing schedule for The Green be approved. Three distinct areas would be cut on a three-weekly basis.

d) The Clerk would complete the GBC Open Space Study.

e) Work to the Willow tree on The Green would be considered in 2017.

f) The report from the Clerk on the damaged bus shelter be noted. The bus shelter had been hit by a GBC bin lorry and the Borough Council were seeking to carry out repairs once the insurance company

had sent a loss adjuster. The offer of a new bus shelter in the same style had been rejected in favour of the existing one being reconditioned.

g) Five separate Planning Applications would be entered for work to the Burial Ground trees, following a verbal report from the GBC Arboriculturalist. The council resolved to write to all owners of purchased graves in order to inform them of the proposals and offer the opportunity to discuss the plans with the parish council.

h) A contractor be appointed to carry out maintenance of the parish council's Burial Ground.

i) The successful contractor for works on The Green be asked to provide a quote for works to the potholes at West End Cottages.

183/15 COMMUNICATION & LIAISON COMMITTEE

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

- Website

It was **RESOLVED**: That the date of the parish council's new website going live be noted. The website, www.ripleyparishcouncil.gov.uk was due to become visible to the public the following day.

184/15 NATURE RESERVE

Members received a report from Cllr Powell-Cullingford on progress with the Parish Council's Nature Reserve. A meeting with the contractors Land & Water had taken place in order to re-establish costings and project management. Land & Water would carry out the pond digging, boardwalk, and track elements of the project. Permissions and funding agreements would need to be in place ahead of work commencing. The proposed hut at the site would need scaling down ahead of the Planning Application. The parish council's approved contractor would be asked to provide a quote for fencing at the site.

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

185/15 VILLAGE HALL

Members received a report from Cllr Powell-Cullingford on the recent meeting of the Village Hall Redevelopment Committee. Three potential contractors had entered proposals for a new Village Hall and housing on the site. A successful contractor had been chosen and proposed to the trustees. Cllr Powell-Cullingford had suggested that it may be prudent to consult with the village, but the Redevelopment Committee had been tasked with the responsibility by the trustees. The parish council's consultation had asked whether residents were content to be subject to a rise in precept, not whether the Village Hall's land should be sold off to a private developer.

Members received a report from Cllr Hancock on the recent meeting of the Village Hall Trustees. Subject to Planning Approval, five houses and a new Village Hall were being proposed for the site. The trustees would approve the scheme, which the Redevelopment Committee would iron out and a further trustee meeting would ratify. The Village Hall Trustee's AGM would be held on 21st June. Difficulties were reported, with both accurate Minute reporting and achieving consensus on the trustee's Constitution proving particularly problematic. The new governing document had removed a clause whereby ten residents from the Village Hall's Area of Benefit were able to call a public meeting. Whilst the new Constitution had rightly removed individual liability from each trustee, members had been assured that no significant changes were being enacted. Cllr Hancock had proposed that the clause be resubmitted, but the motion had been defeated. Cllr Hancock apologised to the meeting for the loss of the clause and the subsequent disenfranchisement of local residents.

The Village Hall Trustees' AGM was due to take place on 21st June. There were ten trustees, made up of delegates from local organisations, elected members, and co-opted members. Three trustees were to be elected at the AGM. Any resident of the Village Hall's Area of Benefit, aged 18 or over, was able to stand for election to the board of trustees.

It was **RESOLVED**: That the report from Cllrs Hancock and Powell-Cullingford be noted.

186/15 INTERIM INTERNAL AUDIT

Members received and considered the Interim Internal Audit report. The auditor had described the parish council's systems and procedures as being 'fit for purpose'.

It was **RESOLVED**: That the Interim Internal Audit report be agreed and approved.

187/15 REVIEW OF COUNCIL POLICIES

Members considered three parish council policies. Copies of the parish council's Risk Assessment Policy, Burial Ground Regulations, and Parish Council Fees had been circulated with the Agenda (copies attached to record Minutes).

It was **RESOLVED: That the reviewed council policies be adopted. July was chosen as the time of year to review the parish council's Risk Assessments. A Burial Ground Regulation was added to take into account the removal of non-biodegradable objects. Parish Council Fees were held at the previous year's prices.**

188/15 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Annual Parish Meeting, Village Hall AGM, and list of approved contractors were suggested.

189/15 DATE OF THE NEXT PARISH COUNCIL MEETING

The next full meeting of the parish council was scheduled to take place on Thursday 21st April 2016, at the Church Room.

The meeting closed at 2215hrs.

Date:

Chairperson