



Ripley Parish Council

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MINUTES of RIPLEY PARISH COUNCIL MEETING held on THURSDAY 19th MAY 2016 at 1930HRS at THE CHURCH ROOM, ST MARY MAGDALEN CHURCH.

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

Also present: 1 member of the public

01/16 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 matter of litter being left in the fuzzies. Aerosols had been amongst the items. Some signs of small fires had been noticed elsewhere.

RESPONSE: Members thanked the local resident for bringing the issue to the parish council's attention. It was suggested that a small delegation could visit the area if the problem persisted.

b) Cllr Hancock raised an issue which had been put to him by a member of the public regarding misuse of The Green by horseriders not keeping to the designated bridleways and permissive horserides.

RESPONSE: Members thanked Cllr Hancock for passing on the member of the public's concerns. A letter would be drafted to be sent to local stables.

02/16 ELECTION OF CHAIRMAN

Cllr Jennie Cliff was nominated as Chairman by Cllr Caspar Hancock, seconded by Cllr Vernon Wood and unanimously elected Chairman of the Parish Council for the forthcoming year.

03/16 ACCEPTANCE OF THE OFFICE OF CHAIRMAN

Cllr Cliff signed the declaration of acceptance for the office of Chairman.

04/16 ELECTION OF VICE-CHAIRMAN

Cllr Caspar Hancock was nominated as Vice-Chairman by Cllr Lisanne Mealing, seconded by Cllr Colin Cross and unanimously elected Vice-Chairman of the Parish Council for the forthcoming year.

05/16 ACCEPTANCE OF THE OFFICE OF VICE-CHAIRMAN

Cllr Hancock signed the declaration of acceptance for the office of Vice-Chairman.

06/16 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Powell-Cullingford. County Councillor Bill Barker also sent apologies.

07/16 DISCLOSURES OF INTEREST

Cllr Cross declared an interest in item 15 'Leisure & Facilities': Cllr Cross owned a dwelling on The Green.
 Cllr Hancock declared a non-pecuniary interest in item 20 'Village Hall': Cllr Hancock represented the Shed Youth Club on the Village Hall board of Trustees.
 Cllr Wood declared a non-pecuniary interest in item 20 'Village Hall': Cllr Wood represented the Bonfire Association on the Village Hall board of Trustees.

08/16 APPOINTMENT OF COMMITTEES AND WORKING GROUPS

The following appointments to Parish Council Committees and Working Groups were unanimously agreed:

Planning & Environment Committee (with delegated powers to report to Guildford Borough Council):
 Cllr Ayears (Chairperson), Cllr Cliff, Cllr Hancock, Cllr Powell-Cullingford, and Cllr Wood.

Communication & Liaison Committee:
 Cllr Cliff, Cllr Cross, and Cllr Mealing.

Leisure & Facilities Committee:
 Cllr Cliff, Cllr Hancock, Cllr Mealing, Cllr Powell-Cullingford, and Cllr Wood.

Christmas Event Committee:
 Cllr Cliff, Cllr Cross, Cllr Powell-Cullingford, and Cllr Wood.

Finance Working Group:
 Cllr Ayears, Cllr Cross, and Cllr Mealing.

Nature Reserve Working Group:
 Cllr Cliff, Cllr Hancock, Cllr Powell-Cullingford (Chairperson), and Cllr Wood.

09/16 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

The following representatives were appointed to outside bodies:

Cluster Group meeting	Cllr Ayears and Cllr Mealing
Police	Cllr Ayears
Press	The Parish Clerk
RideLondon [sic]	Cllr Cliff and Cllr Wood
Ripley & Send Matters	Cllr Cliff
Surrey ALC	Cllr Cliff
Village Hall Development	Cllr Powell-Cullingford
Village Hall Management	Cllr Wood
Village Hall Trustees	Cllr Mealing

Parish Representatives for charities:

Anne Haynes Charity Marianne Jones
Smiths Charity Geoff Richardson and David Conisbee

10/16 MINUTES

The minutes of the meeting held on Thursday 19th May 2016 were received, confirmed, and signed as a true and correct record by the Chairperson.

11/16 CHAIRPERSON'S REPORT

The meeting received a report from the Chairperson. Cllrs Cliff and Wood had recently attended the AGM of Ripley & Send Matters. The price of advertising was due to be raised in order to cover the print run, which had increased due to further development across the two parishes. Mrs Jenner was happy to continue as Chairperson. Advice from SSALC had indicated caution over the proposal to increase the number of parish

councillors, but this did not mean that the question should not be put to parishioners. It was hoped that flowerbed sponsorship would soon be resolved. A question was raised over recent communication from the Forestry Commission regarding Oak Processionary Moth Caterpillars. The Clerk provided information on progress with the issue.

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

12/16 PARISH CLERK'S REPORT

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

- s106
- Tracks for Farmers' Market winter site
- Fixed asset register
- Field trip

Benches for the Bowls Club had been ordered under the s106 funding agreement.

An idea for providing tracks for the Farmers' Market winter site was provided. The proposed tracks would be prohibitively expensive, however, and storage may be an issue. It was resolved to visit the area in question at a later date.

The fixed asset register was reviewed, following the recent demolition of the village millennium sign at Ockham which it transpired was not insured. The insurer would be asked what premium would be required to insure both millennium signs for up to £3,000.

A field trip around the village was booked to look at various issues, including: parking, posts & rails, site of beacon post, and Farmers' Market winter access.

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

13/16 CORRESPONDENCE

i) An email from the manager of the Co-op (copy attached to record minutes).

It was **RESOLVED: That the email be noted. The Youth Club would revisit the idea of becoming a charity, if it could lead to extra funding. The Cricket Club would be encouraged to apply for sponsorship.**

ii) Details of Superfast Surrey State Aid Public Consultation (copy attached to record minutes).

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

iii) An email thanking the parish council (copy attached to record minutes).

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

iv) Letter from a land developer (copy attached to record minutes).

It was **RESOLVED: That the letter be noted. Members agreed that the sender had missed the boat by about a year.**

v) An email regarding fallen trees and growing brambles (copy attached to record minutes).

It was **RESOLVED: That the email be noted. The parish council's approved contractor would be approached to carry out remedial maintenance in the Nature Reserve.**

14/16 SCHEDULE OF PAYMENTS, CHEQUES FOR APPROVAL & FINANCE GROUP

Members received and noted the schedule of accounts received and paid for the period from 1st to 30th April 2016, totaling £30,021.08 (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 30th April 2016, totaling £30,021.08 be noted. Cheques presented were authorised and signed.**

15/16 PLANNING & ENVIRONMENT COMMITTEE

Members received and considered matters ongoing under the remit of the Planning & Environment Committee, including the minutes of the recent P & E Committee meetings (copies attached to record minutes).

Members discussed the emerging draft Local Plan and issues surrounding the last-minute inclusion of the Garlick's Arch site, part of which lay in the parish. Cllrs Ayears and Cliff were due to meet with representatives of Clandon and Send Parish Councils to discuss how the development would affect the area. £20m in infrastructure funding was due to be provided by the developer in order to install A3 slip roads at Burnt Common. Lovelace Ward Cllr Cross was to table a motion to remove the former Wisley Airfield from the Local Plan at this stage.

It was **RESOLVED: That the minutes of the Planning & Environment Committee meeting held on 4th April 2016 be noted.**

16/16 LEISURE & FACILITIES COMMITTEE

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

- Correspondence regarding the track from Cobwebs to the Milk Road (copy attached to record Minutes)
- Estimate for repair of the Millennium sign
- Request for use of The Green on 21st May 2016
- Request for use of The Green on 2nd July 2016
- End of the Green Toad licence agreement
- Request for a skip on The Green
- Posts & rails

It was **RESOLVED: that,**

- a) **The correspondence be noted. Members agreed that a price for a slate topping be sought.**
- b) **The contractor who originally installed the Millennium signs be appointed to rebuild the damaged sign.**
- c) **The request for use of The Green on 21st May for filming of an advertisement be noted.**
- d) **The request for use of The Green on 2nd July be approved.**
- e) **The licence period for the Green Toad project be extended if required.**
- f) **The request for a skip on The Green be approved.**
- g) **The estimate for posts & rails replacements be approved in principle. Further quotes would be sought for alternative areas.**

17/16 COMMUNICATION & LIAISON

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

- Newsletter

It was **RESOLVED: That the newsletter would include details of the draft Local Plan, and forthcoming elections. Village Hall trustees were due to be elected at the AGM on 21st June, and statements from all candidates would be mediated via the newsletter.**

18/16 NATURE RESERVE

Members received a report on progress with the Parish Council's Nature Reserve. The Planning Application had been classed as invalid due to a lack of scale drawings, and Peer Design, who had created the location plan, had been approached to create the relevant plans.

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

19/16 ANNUAL PARISH MEETING

Members received and considered the Minutes of the recent Annual Parish Meeting (copy attached to record Minutes). Some minor alterations were suggested.

It was **RESOLVED: That the Minutes of the Annual Parish Meeting be noted.**

20/16 NEIGHBOURHOOD PLAN

Members received a report from Cllr Ayears on the Lovelace Neighbourhood Plan Group (LNPG). Results from the housing survey were being processed, as were results from consultants AECOM on potential site allocations. Parking conditions in the village were discussed as the subject had been one of the major points of previous surveys, although RPC would also be considering improvements to parking arrangements. The air quality survey was being progressed. Sufficient sites for building up to 15 homes a year for the duration of the Plan had been identified.

It was **RESOLVED: That the report from Cllr Ayears on the LNPG be noted. Members thanked Cllr Ayears and the LNPG for undertaking the creation of the Neighbourhood Plan.**

21/16 VILLAGE HALL & VILLAGE HALL AGM

Members received a report on recent developments with Village Hall trustees. The Chairperson of the trustees had asked members to agree to spending of up to £10,000, without having drafted an appropriate resolution. The matter had not been tabled at a trustees' meeting, and there was a protective limit on expenditure that otherwise had to be approved. Further private meetings had apparently taken place, and at least one trustee was planning on standing down after the AGM. Others who represented village organisations were considering their position in light of developments.

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

22/16 PARISH COUNCIL OFFICE

Members received and considered information on the proposed office move. The current tenant was keen to end their contract as soon as possible and had agreed to cover the landlord's legal fees associated with contract negotiations. With demolition of the Village Hall apparently imminent, it was deemed to be of critical importance that office space in the village centre was found. The new office would be adequate for all council and committee meetings except the APM.

It was **RESOLVED: That the move to a new office be progressed.**

23/16 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Analysis of current planning enforcement cases was suggested.

24/16 DATE OF THE NEXT PARISH COUNCIL MEETING

The next full meeting of the parish council was scheduled to take place on Thursday 16th June 2016, at the Church Room.

The meeting closed at 2145hrs.

Date:

Chairperson