



Ripley Parish Council

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MINUTES of RIPLEY PARISH COUNCIL MEETING held on THURSDAY 16th JUNE 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 Suzie Powell-Cullingford
Cllr Vernon Wood
Jim Morris, Clerk of the Council

Also present: 9 members of the public

25/16 STATEMENTS BY THE PUBLIC

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

a) Mole Valley MP Sir Paul Beresford stated his dismay with Guildford Borough Council's (GBC) plans for development on the Green Belt. Sir Paul was delighted that the parish council was working with other local councils and groups, and stressed the need for professional technical and legal advice. Ripley Parish Council would be strongly advised to produce a forceful document. Sir Paul spoke in favour of the precious Green Belt, that villages must remain as villages, that Garlick's Arch and other sites must not be touched by development, and that he would campaign against GBC's draft Local Plan.

RESPONSE: Members thanked Sir Paul for attending the meeting and agreed with the necessity of working with fellow councils and local groups.

26/16 APOLOGIES FOR ABSENCE

No apologies for absence were received.

27/16 DISCLOSURES OF INTEREST

Cllr Cross declared an interest in item 12 'Leisure & Facilities': Cllr Cross owned a dwelling on The Green.

Cllr Hancock declared a non-pecuniary interest in item 15 '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 15 'Village Hall': Cllr Wood represented the Bonfire Association on the Village Hall board of Trustees.

28/16 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.

Under Standing Order 10f, the following item was brought forward for reasons of expedience.

29/16 PLANNING & ENVIRONMENT COMMITTEE (i)

Members received and considered matters ongoing under the remit of the Planning & Environment Committee, including:

- Ripley Parish Council response to the new Guildford Borough Council draft Local Plan
 - Report of the meeting held between representatives of Ripley, Send, and Clandon Parish Councils
- Cllr Powell-Cullingford reported on the formation of a local pressure group “Ripley Action Group” (RAG), created by local residents to collectively fight proposed developments at local sites. The collective had a variety of different skills, had produced a leaflet outlining the threat posed, and had been liaising with other local pressure groups. Cllr Powell-Cullingford had attended a recent meeting of Send Parish Council, at which GBC Councillors Paul Spooner and Matt Furniss had been present. Send Borough Councillor Susan Parker had been particularly impressive, the meeting had been very well run and very well attended. Non-Governmental Organisations such as Campaign to Protect Rural England, the Woodland Trust, and Surrey Wildlife Trust had also been approached and were offering support. Water Voles may have been spotted at the Garlick’s Arch site. Sir Paul Beresford had visited the Garlick’s Arch site, and thanks were also offered to County Councillor Bill Barker for his help and guidance. Enquiries regarding legal representation had been made and had been fruitful, whereas it was felt that planning consultants would only be useful up to a point. Members discussed aspects of the verbal report, including funding legal representation, dates of drop-in meetings at the Village Hall Annex, and encouraging householder responses to the draft Local Plan. It was agreed that the online questionnaire should be avoided. Members offered thanks to Cllr Powell-Cullingford for all that the hard work of local residents had achieved.

Members received and considered a report from Cllrs Ayears and Cliff on the recent meeting held with representatives of Send and Clandon Parish Councils. Send Parish Council had discussed sharing information on local site allocations that was to be produced by their planning consultants.

It was **RESOLVED: That,**

- a) There was no conflict of interest in appointing legal representation. Cornerstone Barristers would be appointed to carry out analysis of the draft Local Plan. Reserves of £10,000 would be allocated to specialist advice regarding the Local Plan.**
- b) A donation of £500 be made to Send Parish Council.**

30/16 CHAIRPERSON’S REPORT

In order to progress the meeting efficiently, the Chairperson declined to offer a report at the meeting.

31/16 PARISH CLERK’S REPORT

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

- s106
- Field trip
- Office move
- Flowerbeds
- Nature Reserve

Benches for the Bowls Club, funded by s106 agreement, are due to be delivered this month.

Access for the Farmers’ Market winter site was resolved at the recent field trip around the village. Other issues had also been considered, including some unofficial ‘no parking’ signs, the location of the beacon, posts & rails, and the location for a memorial tree for Fred Dixon.

Information regarding the parish council’s proposed office relocation was provided. With thanks to Ian at Hedleys solicitors, the lease had been amended reflect the parish council’s status as a local authority. A rent deposit was required and the rent would be subject to VAT, although recoverable in the usual manner.

Sponsorship of the flowerbeds had not been received from the existing sponsor, despite three letters having been sent.

Additional information regarding the proposed Nature Reserve site had been sent to planning services at Guildford Borough Council, although acknowledgement had not been received. The Clerk would call the assigned Planning Officer to discuss progressing the application.

It was **RESOLVED: That,**

- a) The report by the Parish Clerk be noted.**
- b) The lease for the parish council’s new office be signed by two councillors.**
- c) A letter to the current sponsor of the flowerbeds, ending the current arrangement, be signed.**

32/16 CORRESPONDENCE

i) An email regarding parking issues (copy attached to record Minutes)

It was **RESOLVED: That the email be noted. The Clerk had provided details of reporting anti-social parking. The issue would be revisited on a future newsletter.**

ii) An email regarding changes at Newlands Corner (copy attached to record Minutes)

It was **RESOLVED: That the email be noted. Members expressed total dissatisfaction with the proposed changes.**

iii) Membership renewal for CPRE (copy attached to record Minutes)

It was **RESOLVED: That membership of CPRE be retained.**

iv) Invitation to a Councillors' Commission event (copy attached to record Minutes)

It was **RESOLVED: That the invitation be noted. Ripley Parish Council would not send representation to this event.**

v) Follow-up letter from a land developer (copy attached to record Minutes)

It was **RESOLVED: That the letter be noted and, again, not be responded to.**

vi) Information on a 'major change' at The Villages Medical Centre (copy attached to record Minutes)

It was **RESOLVED: That the information on the 'major change' be noted. The parish council resolved to write to the practice expressing its dissatisfaction with the change.**

Under Standing Order 10f, the order of the following items was rearranged for reasons of expedience.

33/16 ANNUAL RETURN – GOVERNANCE STATEMENT

Members received and considered Section 1 of the Annual Return, the Annual Governance Statement prepared by the Parish Clerk for the external auditor. All fields were agreed.

It was **RESOLVED: That Section 1 of the parish council's Annual Return be agreed and signed.**

34/16 ANNUAL RETURN – ACCOUNTING STATEMENT

Members received and considered Section 2 of the Annual Return, the Annual Accounting Statement prepared by the Parish Clerk for the external auditor. All fields were agreed.

It was **RESOLVED: That Section 2 of the parish council's Annual Return be agreed and signed.**

35/16 INTERNAL AUDIT

Members received and considered the internal auditor's report for financial year 2015-16. Questions had been raised over the parish council's cash reserves.

It was **RESOLVED: That the internal audit report be noted. The Finance Working Group would propose earmarking reserves after its next meeting.**

36/16 SCHEDULE OF PAYMENTS & CHEQUES FOR APPROVAL

Members received and noted the schedule of accounts received and paid for the period from 1st to 31st May 2016, totaling £9,088.68 (copy attached to 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 £9,088.68 be noted. Cheques presented were authorised and signed.**

37/16 PLANNING & ENVIRONMENT COMMITTEE

Members received and considered matters ongoing under the remit of the Planning & Environment (P&E) Committee, including:

- Minutes of the P&E Committee meetings held on 25th April and 16th May (copy attached to record minutes)
- Ripley Parish Council response to Planning Applications 16/P/01080 & 16/P/01081, as deferred by the Planning & Environment Committee (copy attached to record minutes)

It was **RESOLVED: That,**

a) The minutes of the Planning & Environment Committee meeting held on 25th April and 16th May 2016 be noted.

b) Planning Applications 16/P/01080 & 16/P/01081 be supported, albeit with concern over potential traffic movements caused by increased visitor numbers.

38/16 LEISURE & FACILITIES COMMITTEE

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

- Correspondence regarding the end of the Green Toad project (copy attached to record minutes)
- Tree survey estimate
- Oak Processionary Moth Caterpillar update
- Correspondence regarding flail mowing on The Green (copy attached to record minutes)

It was **RESOLVED: that,**

a) The correspondence be noted. Members resolved to return the bond in full. A sample of the proposed topping would be requested.

b) Further estimates be sought for the annual tree survey.

c) Further information on OPM on The Green be noted. The suggestion that the Clause 7 of the parish council's lease was relevant to the issue was rebuffed.

d) The correspondence be noted. Future flail mowing would have to take place by the end of March and it would be stipulated how much behind the bench would be mown. A new map of The Green would be produced, as there were too many opportunities for misunderstandings to occur. Estimates for maintenance of The Green would be sought.

39/16 BURIAL GROUND

Members considered waiving Burial Ground Regulation 8 in the case of an upcoming internment of ashes.

It was **RESOLVED: That Burial Ground Regulation 8 be waived for the upcoming internment.**

40/16 NEIGHBOURHOOD PLAN

Members received a report from Cllr Ayears on the Lovelace Neighbourhood Plan Group (LNPG). The Plan was progressing well and it was likely that a draft document would be published for consultation in around October.

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

41/16 VILLAGE HALL REDEVELOPMENT

Members received a report from Cllr Powell-Cullingford on the recent meeting of the Village Hall Redevelopment Committee. The parish council's nomination of the Village Hall as an Asset of Community Value had been discussed, as had the lack of a mandate for selling the land. It had been agreed that a consultation should be carried out, although no details had been provided of what form that may take.

It was **RESOLVED: That the report from Cllr Powell-Cullingford be noted. Members thanked Cllr Powell-Cullingford for her continued attendance at the meetings.**

42/16 DATES OF UPCOMING MEETINGS

Members received and considered a schedule of dates of meetings for the remainder of financial year 2016-17 (copy attached to record minutes).

It was **RESOLVED: That the schedule of meetings be approved.**

43/16 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Grant Aid, posts & rails, tree survey estimate, maintenance of The Green estimates, and number of parish councillors were suggested.

44/16 DATE OF THE NEXT PARISH COUNCIL MEETING

The next full meeting of the parish council was scheduled to take place on Thursday 21st July 2016, at the Parish Council Office. Cllr Mealing offered apologies for the July meeting.

45/16 EXCLUSION OF PUBLIC AND PRESS

In accordance with Ripley Parish Council Standing Order 2a, members of the public and press were excluded from the meeting for Agenda item 20.

46/16 CLERK'S SALARY

Members received and considered the National Salary Award from the National Association of Local Councils (NALC). The Clerk left the room in order to enable members to talk freely regarding the salary award and hours. It was **RESOLVED: That,**

a) The NALC Salary Award be granted to the Clerk, backdated to 1st April 2016 at salary point 26, and at salary point 27 from 1st July 2016.

b) The salary award for financial year 2017-18 be granted at salary point 27.

The meeting closed at 2225hrs.

Date:

Chairperson