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**MINUTES of RIPLEY PARISH COUNCIL MEETING held on THURSDAY 21st JULY 2016
 at 1930HRS at THE PARISH COUNCIL OFFICE, 4 RIO HOUSE.**

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

Also present: 8 members of the public

47/16 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 a query over the state of the track at West End Cottages.

RESPONSE: Members thanked the local resident for raising the issue and suggested it as an Agenda item for the September meeting. Cllr Ayears asked residents to look into the clause relating to shared maintenance costs, which was known to form part of their Title Deed.

b) A local resident, representing Newark Lane Residents Association, posited that the NLRA were concerned over safety at the pinch point. A member had been particularly irritated by perceived bad driving practices and had drafted a letter. It was hoped that operatives from Surrey County Council (SCC) might visit the site.

RESPONSE: Members thanked the local resident for raising the issue. Funds were apparently available for traffic mitigation measures by registering on the Guildford Borough Council (GBC) website.

c) A local resident queried the height of the wall at the development on the former car park of Lutidine House. Poor visibility when exiting Wentworth Close had been experienced.

RESPONSE: Members suggested that the resident ought to contact GBC or the Highways Agency to report poor sightlines. SCC Councillor Bill Barker expressed frustration that the issue had not been picked up at the planning stage.

48/16 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr Lianne Mealing.

49/16 DISCLOSURES OF INTEREST

Cllr Cross declared an interest in item 9 'Leisure & Facilities': Cllr Cross owned a dwelling on The Green.

Cllr Hancock declared a non-pecuniary interest in item 12 'Village Hall': Cllr Hancock represented the Shed Youth Club on the Village Hall board of Trustees.

Cllr Powell-Cullingford declared an interest in items 8 'Planning & Environment': Cllr Powell-Cullingford owned a dwelling adjacent to one of the sites proposed in GBC's draft Local Plan, and 12 'Village Hall': Cllr Powell-Cullingford was an elected Village Hall Trustee.

Cllr Wood declared a non-pecuniary interest in items 9 'Leisure & Facilities': Cllr Wood was a member of the Bonfire Association, and 12 'Village Hall': Cllr Wood represented the Bonfire Association on the Village Hall board of Trustees.

50/16 MINUTES

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

51/16 CHAIRPERSON'S REPORT

The meeting received a report from the parish council Chairperson. Send Parish Council had sent thanks for the recent collaborations on the parish council's responses to the GBC draft Local Plan. The progression of the response had been helped by good communication between the parishes.

Cllr Ayears was thanked for his hard work in organising the recent Ripley Rocks event, and for putting Ripley on the map. Cllr Ayears was also thanked for his help with the office move. The parish council was now safely ensconced for at least the next three years.

The Clerk was thanked for taking the Chairperson shopping, albeit for office furniture. The Clerk's appraisal had recently taken place, and had been broadly positive.

Returning to the draft Local Plan, members were thanked for all their hard work between meetings on formulating the parish council's response. Mole Valley MP Sir Paul Beresford had been keen to impress the importance of getting the response right from a legal perspective, and the parish council's QC's report was now available on the homepage of the website.

Finally, members of the public were thanked for attending the meeting, the first in the new office.

52/16 PARISH CLERK'S REPORT

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

- Oak Processionary Moth Caterpillar (OPM)
- Office move
- Nature Reserve

The Clerk had invited two guest speakers to attend the meeting and provide information on the Oak Processionary Moth Caterpillar. Mr John Igglesden of Surrey County Council was asked to speak first.

OPM larvae had been found on The Green. Mr Igglesden had met with SCC contractors and Forestry Commission contractors at the site. The work involved in removing OPM nests was to be undertaken by the Forestry Commission, and their operatives would continue to monitor the situation. The focus would be on containment at this stage. Circumstances such as the difficulty in seeing all the surfaces of a tree from ground level were being found to dictate whether the OPM was being entirely identified. Funding was being provided by the Forestry Commission at the present moment, but this may change with future financial pressures.

Dr John Fellenor of the University of Bath described a current project being undertaken into the public perception of risk – UNPICK (correspondence attached at Appendix J). A three year social science project was being undertaken to study the public's response to potential risks caused by deteriorating tree health, such as through OPM or Ash Dieback. A fieldwork study would collect people's experiences of OPM, and the team would like to speak to local people in structures one to one interviews. Further interviews, Q tests, and discussion groups would then take place and the findings would be passed back to DEFRA and would form part of an academic paper. All participants would remain anonymous.

Dr Fellenor elaborated on the behaviour of the OPM and outcomes of its appearance locally. No deaths had been recorded as a consequence of exposure to the caterpillar or its nests, although it could cause skin irritation. The OPM was seen as being a pest, but would not cause devastation to oak trees. Some localized cases in the UK had been successfully eradicated.

Members thanked John Igglesden and Dr John Fellenor for their contributions to the meeting. Use of the parish council office for the UNPICK project was offered.

The office move was discussed. Members agreed that it had been a successful move, and that the new office would be able to hold most parish council and other meetings. Mail redirection would not be required as long as the letterbox could be left at the Village Hall. A new sign was needed for the entrance to Rio House.

The meeting was given an update on progression of the parish council's Planning Application for the Nature Reserve site. 13 letters supporting the Application had been received and it was hoped that the Planning Officer would find the proposal acceptable.

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

53/16 CORRESPONDENCE

- i) A letter regarding 'local hero' Kenneth White (copy attached to record Minutes)
It was **RESOLVED: That a donation of £50 be offered to Send & Ripley History Society, along with an offer to purchase the plaque on behalf of the Society.**
- ii) Email correspondence regarding a memorial bench in the Burial Ground (copy attached to record Minutes)
It was **RESOLVED: That the site of the proposed memorial bench be approved.**
- iii) An email regarding Ripley Cricket Club's annual balloon release (copy attached to record Minutes)
It was **RESOLVED: That email be noted.**
- iv) An email regarding RideLondon (*sic*) (copy attached to record Minutes)
It was **RESOLVED: That the email be noted. Ripley Parish Council would open The Green for parking on the day of the cycle race with no permits required.**
- v) An email regarding use of the public car park during the evening (copy attached to record Minutes)
It was **RESOLVED: That the email be noted.**
- vi) A media release regarding Policing in Your Neighbourhood (copy attached to record Minutes)
It was **RESOLVED: That the media release be noted.**
- vii) An email regarding maintenance work at the Allotments (copy attached to record Minutes)
It was **RESOLVED: That the email be noted. Mr M Cliff would be approached to carry out the work.**
- viii) An email regarding Oak Processionary Moth Caterpillars (copy attached to record Minutes)
It was **RESOLVED: That the email be noted. The email had been discussed during Agenda item 5.**
- ix) An email regarding planter sponsorship (copy attached to record Minutes)
It was **RESOLVED: That Pinnock's Coffeehouse be given permission to place a small advertisement board in the planters adjacent to the business in return for ongoing maintenance and planting. An amendment to the parish council's Flowerbeds Policy would be tabled at a future meeting.**

54/16 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 June 2016, totaling £23,038.32 (copy attached to record minutes). Cheques were presented by the Parish Clerk for authorisation and signing. Members received and considered a report on the recent meeting of the parish council's Finance Working Group. Reconciled bank statements had been checked, and several suggestions for earmarked reserves had been posited.

It was **RESOLVED: That,**

- a) The schedule of accounts received and paid for the period from 1st to 30th June 2016, totaling £23,038.32 be noted.**
- b) Cheques presented be authorised and signed.**
- c) The report of the recent Finance Working Group meeting be noted. Creating an earmarked reserve of £5,000 for dealing with OPM issues on The Green was resolved.**

55/16 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 6th June (copy attached to record minutes)
- Ripley Parish Council response to the new Guildford Borough Council draft Local Plan. The QC's report had formed Ripley Parish Council's response to the draft Local Plan. The QC was to follow up with advice regarding covenants on land sold by Ashdale, and whether the covenants would be legally enforceable.

It was **RESOLVED: That,**

- a) The minutes of the Planning & Environment Committee meeting held on 6th June 2016 be noted.**
- b) The parish council's response to the draft Local Plan be noted. Cllrs Ayears and Powell-Cullingford would continue to liaise with the QC.**

56/16 LEISURE & FACILITIES

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

- Correspondence regarding flail mowing on The Green (copy attached to record minutes)
- The Green maintenance estimates (copies to be circulated ahead of the meeting)
- Grant Aid project for financial year 2017-18
- Posts & rails

It was **RESOLVED**: that,

a) **The correspondence be noted. Members resolved to meet with representatives of the Bonfire Association.**

b) **Estimates for carrying out maintenance of The Green be noted. Each potential contractor would be offered the opportunity to carry out a cut of The Green ahead of the October meeting. Figures on annual costs of maintaining the parish council's equipment would also be produced for consideration at October's meeting.**

c) **Posts & rails replacement would form the parish council's Grant Aid application for 2017-18. Estimates would be sought for creating a footpath between the entrance to the Allotments and the Bowling Club.**

d) **Estimates for replacing the remaining posts and posts & rails with either posts or posts & rails would be sought from the parish council's approved contractor.**

57/16 CHRISTMAS EVENT

Members received and considered a report on progress with the Christmas Event. A banner for the raffle ticket stall was being organised, and the Harleys had confirmed their attendance.

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

58/16 NEIGHBOURHOOD PLAN

Members received a report from Cllr Ayears on the Lovelace Neighbourhood Plan Group (LNPG). The Plan was progressing on schedule and a draft would be available within the next few weeks. The consultant would then check the work so far and a further consultation would be held. Stalls at the upcoming Ripley Event and Farmers' Market had been booked in order to canvass public opinion, a crucial exercise as the Plan progressed towards inspection.

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

59/16 VILLAGE HALL

Members received a report on the recent developments with the Village Hall. The AGM of the trustees of the Village Hall had resulted in three new trustees being elected. The concept of refurbishing the current Hall had been shown to be unpursuable. The parish would be consulted on what form redevelopment of the Hall should take once as many options as possible had been explored. The possibility of rural housing, with Surrey Community Action's help, would not be discounted. A new era of transparency and openness was to be enacted.

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

60/16 NUMBER OF PARISH COUNCILLORS

Members considered whether to pursue the notion of increasing the number of Ripley Parish Councillors. No responses had been elicited by the recent mediation of the idea via the newsletter, and the advice of the Surrey & Sussex Association of Local Councils had been negative. The desire to have enough residents interested in order to have an election and gain Quality Council status was expressed.

It was **RESOLVED: That the idea of increasing the number of parish councillors would not be pursued.**

61/16 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Christmas cards, footpath to the Allotments, West End Cottages track, and parish council wildflower meadow were suggested.

62/16 DATE OF THE NEXT PARISH COUNCIL MEETING

The next full meeting of the parish council was scheduled to take place on Thursday 15th September 2016, at the Parish Council Office. Cllrs Ayears, and Powell-Cullingford offered apologies for the September meeting.

The meeting closed at 2130hrs.

Date:

Chairperson