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**MINUTES of RIPLEY PARISH COUNCIL MEETING held on THURSDAY 20th OCTOBER 2016
 at 1930HRS at THE PARISH COUNCIL OFFICE, 4 RIO HOUSE.**

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

Apologies: Cllrs Richard Ayears and Colin Cross

Also present: 6 members of the public

83/16 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 issue of the height of the wall at the development on the former car park of Lutidine House. There was no new information on timescales for the work to be carried out. On a different subject, some pedestrians had been witnessed crossing the High Street in a manner which had caused a driver to make an emergency stop.

RESPONSE: Members thanked the resident for raising the issues, although little could be done with regards to people crossing the road in an unsafe manner.

b) Surrey County Councillor Bill Barker shared some good news regarding successfully having overgrown footpaths cut back. An announcement on the continuation of the 515 bus service was due to be made soon. Cllr Barker had been unable to locate the Plane tree referred to in a recent communication from the Clerk.

RESPONSE: Members thanked Cllr Barker for the update on ongoing issues. It was hoped that a solution to the possible cut to the 515 service would be found.

c) The former Commodore of Papercourt Sailing Club referred to ongoing tree works taking place around the perimeter of the lake. Some footpaths would be diverted whilst the works took place. Some trespassers had been found to be cooking fish early in the morning. It was asked that if people came across such behaviour that they report it to the police. The sailing club's youth section had raised enough money to train a guide dog, and they had named her 'Ripley'.

RESPONSE: Members thanked the former Commodore for the update on developments at the sailing club. The naming choice of the youth section was particularly well received. Members raised the issue of lake users removing stakes in order to gain parking on grass verges. The former Commodore was happy to speak to the angling club about the issue.

84/16 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Richard Ayears and Colin Cross.

85/16 DISCLOSURES OF INTEREST

Cllr Cliff declared a non-pecuniary interest in item 14 'Village Hall': Cllr Cliff represented the Over 60s Club on the Village Hall board of Trustees.

Cllr Powell-Cullingford declared a non-pecuniary interest in item 14 'Village Hall': Cllr Powell-Cullingford was an elected Trustee.

Cllr Wood declared a non-pecuniary interest in item 14 'Village Hall': Cllr Wood represented the Bonfire Association on the Village Hall board of Trustees.

86/16 MINUTES

The Minutes of the meeting held on Thursday 15th September 2016 were received, confirmed, and signed as a true and correct record by the Chairperson. An amendment to the Minutes was suggested by Cllr Mealing and was adopted accordingly.

In accordance with Ripley Parish Council Standing Order 10f, Agenda item 13 'Neighbourhood Plan' was moved in order to receive a report from the Chairperson of the Lovelace Group.

87/16 NEIGHBOURHOOD PLAN

Members received a report from Peter Gelardi, the Chairperson of the Lovelace Neighbourhood Plan Group (LNPG) on progress with developing the Plan. The document was becoming more legible, with input from planning consultants. Progress had been slow due to working across different geographical boundaries. Air Quality monitoring was being undertaken by Guildford Borough Council (GBC), and the Lovelace Group would ask to view the figures before committing expenditure to carrying out its own survey. It was hoped that version 2 of the Neighbourhood Plan would soon be available for residents to view. There were many questions over site allocations in particular. Burpham Neighbourhood Plan had been very successful in achieving positive development outcomes.

It was **RESOLVED: That the report from Peter Gelardi on the LNPG be noted. Mr Gelardi was thanked for attending the meeting and providing the report. The success of Burpham in gaining significant positive outcomes was thought to be encouraging.**

The order of business as per the published Agenda was resumed.

88/16 CHAIRPERSON'S REPORT

The meeting received a report from the parish council Chairperson. Following representations from a local pressure group, the parish council had entered objections to proposed changes at Newlands Corner. The deadline for comment was due the day following the full council meeting, and members of the public were encouraged to submit comments.

Congratulations were offered to the Clerk on his recent success with the CiLCA qualification.

The recent Committee meeting of local publication Ripley & Send Matters had been attended. An assistant Editor was being sought.

Cllrs Hancock and Mealing were thanked for attending recent SSALC events. Some sobering reports had been received at the events, including on proposals to cap parish councils' ability to raise their precepts, and on the reduction in policing capabilities. Staff retention at Surrey Police was an issue, with many employees leaving once trained. PCSOs were being redeployed, and reports at parish council meetings would no longer be pursued. The 101 phone service was aiming to answer calls within 60 seconds.

News that the Bonfire Association had experienced difficulties with local authorities was met with dismay. The Chairperson reiterated that the parish council fully supported the Association and has every confidence that the event was managed with great attention to detail. The parish council supported the Bonfire Association in their efforts to meet the ever-increasing stringent rules which had been put forward.

The Chairperson had agreed to attend the wreath-laying morning alongside the primary school scheduled for 11/11.

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

89/16 PARISH CLERK'S REPORT

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

- Oak Processionary Moth Caterpillar
- Playground safety report & Guildford Borough Council (GBC) Play Strategy
- Clerks' liaison meeting
- CiLCA
- General Power of Competence

No further information on the OPM caterpillars was due to be mediated to the wider public until 2017, when the pest would more than likely return.

The playground safety report was considered. Some items would be dealt with by the parish council's approved contractor, and members would inspect the area after a meeting with GBC scheduled for Friday 28th October. The Clerk gave a report on the recent Clerks' Liaison meeting at GBC. Information on the draft Local Plan had been delivered. Some elements of the discussion had been disputable.

The Clerk had recently gained the Certificate in Local Council Administration (CiLCA), which meant that the council was now able to declare itself eligible to use the General Power of Competence.

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

90/16 THE GENERAL POWER OF COMPETENCE

Under Part 1 of the Localism Act 2011, provision is made for local authorities to have a general power of competence (GPC). This means that eligible parish councils in England can have the power to do anything that generally individuals can do. The power can be exercised in any way whatever, including:

- a. Anywhere in the UK or elsewhere
- b. For a commercial purpose or otherwise for a charge or without a charge, and
- c. For, or otherwise than for, the benefit of the authority, its area, or persons resident or present in the area

A parish council is eligible if it comes within the compass of the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. The Order lays down the eligibility criteria:

1. The council has resolved at a meeting of the council and each subsequent relevant annual meeting that it meets the conditions below.

2. (1) At the time a resolution under paragraph 1 is passed: (a) the number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, is equal to or greater than two-thirds of the total number of members of the council; (b) the Clerk to the parish council holds: (i) the Certificate in Local Council Administration; (ii) one of the other relevant qualifications.

It was **RESOLVED: That Ripley Parish Council met the conditions set out in Localism Act 2011 and was eligible to use the General Power of Competence.**

91/16 CORRESPONDENCE (copies attached to record Minutes)

i) A photograph of a divot possibly caused by a metal detectorist

It was **RESOLVED: That local metal detecting clubs be reminded that no detecting was allowed on The Green.**

ii) Correspondence regarding parking on The Green

It was **RESOLVED: That the correspondence be noted. A visit to the area in question was scheduled for the following week.**

iii) Correspondence regarding signage and parking on The Green

It was **RESOLVED: That the correspondence be noted. A visit to the area in question was scheduled for the following week.**

iv) Letter regarding the Surrey Tree Warden Network

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

v) Correspondence regarding the Kenneth White plaque unveiling

It was **RESOLVED: That the correspondence be noted. The council did not wish to help contribute towards the cost of refreshments.**

vi) Correspondence regarding a CPRE campaign

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

vii) Invitation to the Mayor's Service of Remembrance

It was **RESOLVED: That the invitation be noted. Members would attend the local remembrance service alongside the primary school.**

viii) Correspondence regarding the reduction in bus services through Ripley

It was **RESOLVED: That the correspondence be noted. A decision on the future delivery of the 515 service was due in November.**

92/16 SCHEDULE OF PAYMENTS, CHEQUES FOR APPROVAL & FINANCE GROUP

Members received and noted the schedule of accounts received and paid for the period from 1st August to 30th September 2016, totaling £24,408.84 (copy attached to record minutes). Cheques were presented by the Parish Clerk for authorisation and signing. Cllr Mealing gave a report on the recent meeting of the parish council's Finance Working Group. Bank reconciliations for the second quarter of 2016-17, depicting cashbook balances of £10,323.13, £24,924.82, and £23,255.07 had been approved. Several specific areas of the budget for 2017-18 had been discussed at the meeting, and it had been resolved to possibly use some of the council's

earmarked reserves to progress various projects. The GBC Band D calculation was not due to be received until early December, and the Finance Group had brought their meeting forward by a month in order to discuss the implications for parish council funding. A recommendation to move the January parish council meeting forward by a week had been proposed. The idea of the parish council contributing towards a 'Community Parking Scheme' at Ripley Village Hall had been considered, but the costs were thought to be beyond the scope of parish council spending at present. Ripley Parish Council had a pension auto-enrolment date of April 2017, and two possible schemes had been proposed. The consultation into local council's precept funding was discussed.

It was **RESOLVED: That,**

- a) **The schedule of accounts received and paid for the period from 1st August to 30th September 2016, totaling £24,408.84 be approved.**
- b) **Cheques presented be authorised and signed.**
- c) **The report on the recent meeting of the Finance Working Group be noted. After some discussion, it was agreed to move the January meeting of Ripley Parish Council forward by a week to 12/1/17.**
- d) **The Clerk formulate a response to the current local council funding consultation.**

93/16 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 meeting held on 5th September (copy attached to record minutes)
- Fred

It was **RESOLVED: That,**

- a) **The minutes of the Planning & Environment Committee meeting held on 5th September 2016 be noted.**
- b) **The report on the recent installation of Fred be noted. Fred was going to stay in place for at least two weeks, and would move to different points around the village. Data on vehicle volumes was being collected, along with statistics on travelling speeds. Members were pleased with Fred.**

94/16 LEISURE & FACILITIES

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

- Burial Ground maintenance
- Burial Ground memorial bench
- Maintenance of The Green (copy attached to record Minutes)
- Schedule for ongoing maintenance of The Green

a) **Members discussed ongoing maintenance of the Burial Ground. There had been concern over the regularity of summer maintenance. It was agreed that contractors would be asked to re-tender for parish council work on an annual basis.**

b) **A bench was chosen out of several proposed by the person seeking to place one in the Burial Ground. It was resolved that the 'Taverner' bench from Cyan Teak Furniture would be the council's preferred bench should further proposals for seating be put forward.**

c) **The Clerk's report on recent maintenance of The Green, which had been carried out by three separate people in recent months, was considered, along with Cllr Cliff's list of suggested items to take into account when considering the Agenda item. A discussion was held in which the pros and cons of each potential contractor was analysed. A local man was chosen out of the three potential candidates to carry out the maintenance on an ongoing basis with annual reviews. The potential cost of replacing the parish council's tractor would be ringfenced.**

d) **A plan for the ongoing maintenance of The Green would be created following a forthcoming site visit. It was RESOLVED: That the reports be noted and matters ongoing be progressed.**

95/16 NATURE RESERVE

Members received and considered a report on progress with the Parish Council's Nature Reserve site. Hard landscaping elements had been completed, including disabled access points. Upcoming volunteer days had been proposed, and would be booked once firm information from future contractors had been received. Some prices for materials were still to be sought. The Finance Group were asked to consider future funding needs when preparing next year's budget. The parish council's insurers had been notified of the change of use of the site, and it was considered to be within the council's insurance schedule.

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

96/16 CHRISTMAS EVENT

Members received and considered a report on progress with the Christmas Event. Preparations were progressing very well and a new Christmas Card design had been chosen at the recent meeting. A dark blue border was to be added to the card design.
It was **RESOLVED: That report be noted.**

97/16 VILLAGE HALL

Members received a report on the recent developments with the Village Hall. A recent visit to a meeting by a member of Surrey Community Action had proved enlightening. There were still some issues to resolve with regards to the Charities Commission, and extra meetings had been held in order to progress outstanding actions. Trustees were to attend training courses on 'jigsaw funding', which it was hoped would provide a good deal of funding towards a replacement hall.
It was **RESOLVED: That the report be noted. Members were gratified to hear that potential funding schemes were being looked at objectively.**

98/16 REVIEW OF COUNCIL POLICIES

Members reviewed the Parish Council's policies: Lone Working Policy, and Risk Management Policy.
It was **RESOLVED: That alterations to the policies be noted. The Lone Working Policy would be subsumed into the council's Health & Safety Policy, the next review of which was due to take place in September 2018.**

99/16 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

No items were suggested. It was suggested that perhaps fewer items should be included on future Agendas.

100/16 DATE OF THE NEXT PARISH COUNCIL MEETING

The next full meeting of the parish council was scheduled to take place on Thursday 19th November 2016, at the Parish Council Office.

101/16 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 19.

102/16 CLERK'S SALARY

Members received and considered the National Salary Award from the National Association of Local Councils (NALC). The Clerk had provided insufficient information for members to be able to make an informed decision.
It was **RESOLVED: That reviewing the Clerk's salary in light of gaining the CiLCA qualification would have to take place at a later date.**

The meeting closed at 2155hrs.

Date:

Chairperson