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**MINUTES of RIPLEY PARISH COUNCIL MEETING held on THURSDAY 12th JANUARY 2017
 at 1930HRS at THE PARISH COUNCIL OFFICE, 4 RIO HOUSE.**

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

Apologies: Cllr Colin Cross
 Cllr Lisanne Mealing
 Cllr Suzie Powell-Cullingford

Also present: 6 members of the public

123/16 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 access to Rusty's Wood. A space for exercising pets had recently been closed to access.

RESPONSE: Members thanked the resident for the query. It was posited that the land in question formed part of Ockham Park Estate and as such was private land. The landowner therefore had the right to close the area in question in order to prevent access. It would be necessary to evidence unfettered and unhindered use of the area for a number of years if a Public Right of Way was to be sought.

b) Surrey County Councillor Bill Barker raised some issues pertinent to the village. Cllr Barker was interested in the parish council's response to recent changes at local NHS Trusts, queried the parish council's response to the recent A3/M25 J10 consultation, put across the expectation of stringent cuts to SCC services in the forthcoming financial year, asked whether RPC had been granted Rule 6 status, and noted the effect of inclement weather on local roads and the drain network.

RESPONSE: Members thanked Cllr Barker for the comprehensive update. The Chairperson expressed some concern over the implications of changes at the NHS Trust. The council had entered a response to the Highways England consultation. Members were dismayed at the potential cuts to services by SCC. Ripley Parish Council had been granted Rule 6 status for the upcoming inquiry into the TFM site. There were clearly some issues with local drains, and members were interested to hear news on the forthcoming SCC audit.

124/16 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Colin Cross, Lisanne Mealing, and Suzie Powell-Cullingford.

125/16 DISCLOSURES OF INTEREST

No disclosures of interest were received.

126/16 MINUTES

The Minutes of the meeting held on Thursday 17th November 2016 were received, confirmed, and signed as a true and correct record by the Chairperson.

127/16 CHAIRPERSON'S REPORT

The meeting received a report from the parish council Chairperson. An issue with Guildford Borough Council's system of advertising Planning Applications had been identified. Only adjacent neighbours were being sent letters regarding Planning Applications, resulting in some cases whereby residents were missing the opportunity to comment. It was suggested that the parish council could help mediate and raise awareness of current Applications via its website and the *Ripley Grapevine*. The issue would be raised with the new GBC Head of Planning at the forthcoming meeting. A date for the meeting had not been received, neither had the Conservation Area report, which was meant to have followed a site visit that took place in 2012.

It was **RESOLVED: That the report from the parish council Chairperson be noted. Current Planning Applications would be advertised on the parish council's website and via *Ripley Grapevine* as and when received.**

128/16 PARISH CLERK'S REPORT

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

- Streetlights
- Pollarding

The Clerk presented information regarding Surrey County Council's new regime for turning off streetlights overnight. There was a mixed response to the changes. A company was due to pollard the Lime trees on the High Street towards the end of January.

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

129/16 CORRESPONDENCE (copies attached to record Minutes)

i) Email regarding changes to bus services

It was **RESOLVED: That the email be noted. Many complaints regarding poor service to The Villages Medical Centre had also been received. Cllr Barker agreed to raise the issues with colleagues at Surrey County Council.**

ii) Press release regarding changes to bus services

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

iii) Email regarding an online survey

It was **RESOLVED: That the survey be completed by the Clerk.**

iv) Email regarding the bus stop

It was **RESOLVED: That the email be noted. The idea of a Community Noticeboard would again be pursued.**

v) Press release regarding interim stroke care provision

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

vi) Email regarding street naming

It was **RESOLVED: That the email be noted. The parish council would support the local resident in their efforts to have an access road officially named. "Exchange Close" was preferred.**

vii) Invitation to the Surrey Countryside and Rural Enterprise Conference 2017

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

viii) Letter concerning horse welfare

It was **RESOLVED: That the letter be noted. Use of the parish council office would be offered to the horse welfare charity.**

ix) Details of an illustrated talk by Tim Morris

It was **RESOLVED: That the date of the illustrated talk be noted.**

x) Email regarding the parish council's commitment to local businesses

It was **RESOLVED: That the email be noted. Further information on the development of the Local Business Forum would be sought.**

xi) Email regarding traffic issues on Newark Lane

It was **RESOLVED: That the email be noted. A comprehensive discussion was held regarding the possibility of improvements to Newark Lane in the vicinity of its junction with the High Street. Members were grateful to the local resident, and asked that any correspondence be copied to the Clerk. Issues such as identified at Newark Lane would help form a case against proposed large-scale housing developments nearby. There was little the parish council could do to alter drivers' temperaments, but several upcoming alterations to local signage and road markings were hoped to have some effect. Residents were encouraged to report incidences of anti-social road behaviour to the appropriate authorities.**

130/16 SCHEDULE OF PAYMENTS, CHEQUES FOR APPROVAL & FINANCE GROUP

Members received and noted the schedule of accounts received and paid for the period from 1/11/16 to 31/12/16, totalling £77,371.58 (copy attached to record minutes). Cheques presented by the Parish Clerk were authorised and signed. An account of the recent meeting of the parish council's Finance Working Group was provided by Cllr Ayears, including details of bank reconciliations for 10/16 (closing balance £20,677.96) and 11/16 (closing balance £59,853.85), budget overspends and the upcoming statutory pension scheme. A detailed discussion was held over the parish council's budget and expenditure expected in financial year 2017-18. Some items of expenditure may have to take place later in the financial year. The Finance Working Group had resolved to seek approval from full council for a precept increase of 5% per household. This figure would entail a £2.93 increase per Band D household in 2017-18, and came after several years of 0% increases.

It was **RESOLVED: That,**

- a) The schedule of accounts received and paid for the period 1/11/16 to 31/12/16, totalling £77,371.58 be approved.**
- b) Cheques presented for authorisation be approved and signed.**
- c) The report on the Finance Working Group's meeting be noted.**

131/16 BUDGET & PRECEPT 2017-18

Members thanked the Finance Working Group for its work on preparing the annual budget. A 5% increase in precept income was approved.

It was **RESOLVED: That the budget and precept report be noted. The Clerk would enter the parish council's precept requirement with the Borough Council.**

132/16 PLANNING & ENVIRONMENT COMMITTEE

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

- Minutes of the P&E Committee meeting held on 28/11/16 (copy attached to record Minutes)
- FRED schedule and results to date (copy attached to record Minutes)
- Restrictive covenants
- Pavement parking (copy attached to record Minutes)

It was **RESOLVED: That,**

- a) The Minutes of the Planning & Environment Committee meeting held on 28/11/16 be noted. A date error on the approved Minutes had been corrected.**
- b) The speed indicator unit results be noted.**
- c) The report on restrictive covenants be noted. Ripley Parish Council's land at West End and the Burial Ground extension held covenants against change of use of land in other nearby locations. A report would be delivered at the next scheduled meeting regarding the cost implications of appointing legal advice to analyse the covenants.**
- d) Information regarding increasing incidences of pavement parking be noted. A trial scheme to raise awareness was proposed.**

133/16 LEISURE & FACILITIES

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

- Email regarding Farmers' Market winter site access (copy attached to record Minutes)
- Visit to The Green on 14/12/2016
- Tree survey report (copy attached to record Minutes)

It was **RESOLVED: That,**

- a) The email be noted. The new padlocks had been purchased to keep the area secure, yet Farmers' Market Committee members were welcome to have as many keys as required cut. The middle post was not removable. Members were content that damage to The Green would be minimal, but suggested that straw could be used to protect the area during times of inclement weather.**
- b) The report on the visit to The Green be noted. A number of rustic posts should be installed to prevent the spread of parking in the area. A meeting with the relevant department at Surrey County Council would be sought.**
- c) The report be noted. Essential tree works would be carried out at an early opportunity.**

134/16 COMMUNICATION & LIAISON

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

- Newsletter

It was **RESOLVED: That a newsletter be produced over the coming weeks in order to mediate local issues including speeding; TFM inquiry; A3 / M25 consultation; the precept; Nature Reserve.**

135/16 NATURE RESERVE

Members received and considered a report from Cllr Cliff on progress with the Parish Council's Nature Reserve. A meeting with the owners of the adjacent land had proved fruitful. A Working Group meeting was scheduled for 06/02/17.

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

136/16 CHRISTMAS EVENT

Members received and considered a report on the recent Christmas Event. A Committee meeting was forthcoming, at which parking issues and new signage were due to be discussed.

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

137/16 NEIGHBOURHOOD PLAN

Members received a report from Cllr Ayears on recent progress of the Lovelace Neighbourhood Plan Group (LNPG) with developing the Plan. Draft policies were being developed and a further meeting had been scheduled in order to drive the process forward to the Regulation 14 health check. It was hoped that further public consultation would take place around June 2017.

It was **RESOLVED: That the report be noted. Members thanked those involved in the Neighbourhood Plan for their continued hard work on developing the document.**

138/16 ANNUAL PARISH MEETING

Members considered various dates and venues suitable for the Annual Parish Meeting.

It was **RESOLVED: That the APM be scheduled for on or around 11/05/2017, to take place at Ripley Bowling Club.**

139/16 REVIEW OF COUNCIL POLICIES

Members reviewed the Parish Council's policies: Parish Council Fees.

It was **RESOLVED: That the parish council fees for 2017-18 be approved. The draft update to the parish council Planning Policy was discussed, and would be tabled at the next meeting of the P&E Committee.**

140/16 ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

Restrictive covenants and Ripley Village Hall were suggested.

141/16 DATE OF THE NEXT PARISH COUNCIL MEETING

The next full meeting of the parish council was scheduled to take place on Thursday 16th February 2017, at the Parish Council Office.

The meeting closed at 2145hrs.

Date:

Chairperson