



## Ripley Parish Council

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### MINUTES OF RIPLEY PARISH COUNCIL MEETING HELD ON THURSDAY 21st JULY 2011 AT 7.30PM AT RIPLEY VILLAGE ANNEX.

**Present:** Cllr Jennie Cliff (Chairman)  
 Cllr Lianne Mealing  
 Cllr Caspar Hancock  
 Cllr Vernon Wood  
 Cllr Richard Ayears  
 Cllr Suzie Powell-Cullingford  
 Cllr Colin Cross

Alison Jones Clerk of the Council

**Also present:** 5 members of the public

**Apologies:** None

#### 56/11 STATEMENTS BY THE PUBLIC

Prior to the commencement of the formal meeting, members of the public were invited to speak. No comments were received:

#### 57/11 APOLOGIES FOR ABSENCE

There were no apologies.

#### 58/11 STATEMENTS BY THE PUBLIC

In accordance with Standing Order 13 (r) and with the agreement of the meeting, the Chairman adjourned the meeting to allow late arrivals of members of the public to speak.

a) PCSO Clarke gave the crime statistics for the last month which included areas off the A3. There had been 16 incidents with an attempted distraction burglary on Georgelands. In the autumn a Road Educational Day is to be held in Ripley from 7 am until noon. Drivers speed will be checked together with their use of mobile phones and seat belts.

CCTV cameras may be installed at Bolder Mere car park to help cut crime.

Councillor Cliff asked to whom people should complain about the parking on the double yellow line outside the bakery. PCSO Clarke had asked for the lines to be repainted to no avail. Complaints should be directed to Inspector Alan Sproston. [guildford@surrey.pnn.police.uk](mailto:guildford@surrey.pnn.police.uk).

**RESPONSE: The Chairman thanked PCSO Clarke for this information.**

b) Jim Morris, Chairman of the Shed Youth Club, explained that as the membership of the youth club had increased they wanted to split the age group and have the older young people until 9.30pm. He asked if the Parish Council would consider meeting on another night when the Hall was not booked as well. The Church Room was offered as an alternative venue.

**RESPONSE: Members agreed to consider moving to a different Thursday or to the Church Room at the Aims and Objectives meeting to be held on 8<sup>th</sup> August.**

The Meeting resumed.

**59/11** DISCLOSURE OF INTERESTS

Councillor Jennie Cliff declared a personal interest in Item 20 Allotments: Cllr Cliff's husband is an allotment holder.

Councillor Caspar Hancock declared a personal interest in Item 20 Allotments: Cllr Hancock is an allotment holder.

Councillor Vernon Wood declared a personal interest in Item 5 a Correspondence: Cllr Wood is Chairman of Ripley Bonfire Association.

Councillor Colin Cross declared a personal interest in Item 12 Parking on The Green: Cllr Cross owns a property on the Green.

**60/11** MINUTES OF THE MEETING HELD ON THURSDAY 19<sup>th</sup> MAY 2011

The minutes of the meeting held on Thursday 16<sup>th</sup> June 2011 were received, confirmed and signed as a true and correct record by the Chairman, Councillor Jennie Cliff.

**61/11** PARISH CLERK'S REPORT

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

- White Hart Court
- Nominations to Guildford Borough Council for Clean Up
- Appointment of Parish Representative to Standards and Audit Committee
- Borough Council review of wheelchair accessibility for taxis
- Borough Council review of polling places
- Suspension of gas storage project by Star Energy
- Open day at Dedswell Farm, Clandon
- Training courses from SCAPTC

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

**62/11** CORRESPONDENCE

a) a letter dated 13<sup>th</sup> June 2011 from the Ripley Bonfire Association requesting permission to hold the annual bonfire celebrations on the Green on Sat 29<sup>th</sup> October 2011. (Copy attached to record minutes).

It was **RESOLVED: That the request to hold the Bonfire Celebrations on the Green on Sat 29<sup>th</sup> October 2011 be approved.**

b) an e-mail dated 13<sup>th</sup> July from John Armstrong, Legal and Democratic Services at Guildford Borough Council asking members to consider whether or not an allowance should be paid to the chairman of the parish council or to all its elected members. Ripley Parish Councillors currently do not receive any such allowance. (Copy attached to record minutes).

It was **RESOLVED: That response forms be returned to Guildford Borough Council by 9<sup>th</sup> September 2011 indicating that no allowance in accordance with The Local Authorities (Member's Allowances) (England) Regulations 2003 should be paid to the Chairman or members of the parish council.**

**63/11** SECTION 137 PAYMENT

Members considered a request from Victim Support for a donation towards their work in Surrey supporting victims of crime in either the community or at court. Under section 137 the donation must be of benefit to the parish and in proportion to that benefit up to a maximum of £6.44 per elector for the year 01/04/11 to 31/03/12. (Copy attached to record minutes).

It was **RESOLVED: That a donation of £50 be approved for Victim Support under section 137 of the Local Government Act 1972.**

**64/11** STANDING ORDERS REVIEW

Members considered the revised Standing Orders which had been reviewed by Cllrs Cliff, Ayears and the Clerk together with the new standing orders issued by NALC. These were circulated with the agenda prior to the meeting.

It was **RESOLVED: That the revised standing orders be approved and adopted.**

**65/11** REVIEW OF COUNCIL HEALTH AND SAFETY POLICY

Members received and considered the revised Council Health and Safety Policy. (Copy attached to record minutes). Cllr Ayears was thanked for bringing the policy up to date.

It was **RESOLVED: That the revised Health and Safety Policy be adopted.**

**66/11** REVIEW OF COUNCIL COMPLAINTS PROCEDURE

Members received and considered the Council Complaints Procedure. No changes were made. (Copy attached to record minutes)

It was **RESOLVED: That the Council Complaints Procedure be approved without any changes.**

**67/11** JOINT COMMUNITIES MEETING

Members received and considered the notes from the Joint Communities meeting held on Monday 20<sup>th</sup> June 2011 at MDM House.

It was **RESOLVED: That notes from the Joint Communities meeting held on Monday 20<sup>th</sup> June 2011 be noted.**

**68/11** CHRISTMAS FAIR 2011

Members received and considered the minutes of the Christmas Event Committee meeting held on 11<sup>th</sup> July 2011 at 6.30pm at MDM House. (Copy attached to record minutes).

It was **RESOLVED: That the minutes of the Christmas Event Committee held on Monday 11<sup>th</sup> July 2011 be noted.**

**69/11** PARKING ON THE GREEN

The Parish Clerk had received no further communication from Surrey County Council. The Clerk was attempting to clarify whether exchange land needed to be adjoining the Green before making further enquiries into registering the land by Newark lane car park.

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

**70/11** SURREY COUNTY COUNCIL ON STREET PARKING PROPOSALS

Members received and considered the minutes of the Local Committee meeting held on 22<sup>nd</sup> June 2011 at which the Surrey County Council parking proposals were discussed. (Copy attached to record minutes). The proposal includes introducing parking meters some rural areas including Ripley. The Local Committee resolved not to approve the statutory advertisement of the amended parking arrangements as the business case for the changes was not proven. The Parish Council is not in favour of pay and display parking in Ripley.

It was **RESOLVED: That Surrey County Councillor Bill Barker be contacted for advice on how best to**

represent the interests of Ripley village.

#### 71/11 PLANNING GROUP

Members received and considered the minutes from the planning meeting held on Monday 4<sup>th</sup> July 2011. (Copy attached to record minutes).

It was **RESOLVED: That the minutes of the Planning Group meetings held on Monday 4<sup>th</sup> July 2011 be noted.**

#### 72/11 NEIGHBOURHOOD PLANNING

Members received and considered a report from the Parish Clerk on a training evening organized by Guildford Borough Council on 21<sup>st</sup> June which considered the proposals in the Localism Bill for Neighbourhood planning. A Neighbourhood Plan is not compulsory but if one was adopted it would form part of the Guildford Development plan. At present the suggested cost appears to be prohibitive.

It was **RESOLVED: That Neighbourhood Plans be included in the next parish newsletter.**

#### 73/11 FLOODING PROBLEMS

Members received a report from Cllr Cross on the flooding problems in the centre of the High Street and in particular in front of Drakes and the Old Chapel where the side road is lower than the High Street. The High Street drains all link up under the road and drain into a culvert which runs down the side of the Old Chapel. This culvert would appear to be blocked as the garden behind the Old Chapel has flooded.

Surrey County Council Highways are responsible for this culvert and are looking into the problem. They will provide Cllr Cross with any drawings of the culvert if any are available. Cllr Cross will check the progress on this issue with SCC Highways.

It was **RESOLVED: That the report by Cllr Cross on flooding problems in the village be noted.**

#### 74/11 S.C.C. STREET LIGHT PROGRAMME

Members received a report from Cllr Hancock on the SCC programme to replace all street lights over 5 years with more efficient LED lights which can be remotely controlled. Work should not have started within the Ripley conservation area but work has been carried out on the lights in Rose Lane. Surrey County Council have apologized and will replace the lights with an appropriate design but there is no indication of when this will happen. The lights in the High Street are of historical value and will be replaced with a similar design.

It was **RESOLVED: That a letter be written to Skanska asking when the work in the conservation area is likely to take place and whether there will be any consultation with the Parish Council.**

#### 75/11 ENVIRONMENT GROUP – THE GREEN

Members received and considered a report from the Parish Clerk on various ongoing matters (copy attached to record minutes) including:

- Traveller incursion
- Ragwort
- Horse riders off the bridleway
- Quotes for removing branches of the lime tree affecting the Old Smithy
- Quotes for the replacement Honda mower following breakdown

It was **RESOLVED: That**

- a) the success of the request to walkers to pull Ragwort be noted;**
- b) A letter be written to Dunsborough Park informing them that a gate was being used to access the Green via the Avenue;**
- c) the quote from Surrey Tree Care of £120 plus VAT be accepted for the removal of branches affecting the Old Smithy**

- d) the quote from David Attfield for a replacement Honda mower of £1360 with £100 cashback be accepted.  
 e) temporary repair of the fence panel at White Hart Court car park up to a cost of £50 be approved.

#### 76/11 PLAYGROUND

Members received and considered the results of the annual inspection of the playground, cycle trail and Muga by Rospa. The overall risk rating was low and only low risk items were identified. (Copy attached to record minutes).

It was **RESOLVED: That the results of the Rospa inspection of the playground, cycle trail and ball court be noted.**

#### 77/11 ALLOTMENTS GROUP

Members received and considered a report from the Parish Clerk including complaints about rats and improvements to the track. (Copy attached to record minutes). .

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

#### 78/11 PARISH ONLINE MAPPING SERVICE

Members received and considered a report by the Parish Clerk on a parish online mapping service. The clerk had recently seen a demonstration of the software which allowed maps to be annotated and measured. (Copy attached to record minutes).

It was **RESOLVED: That the offer of a 30 day free trial be taken up in September.**

#### 79/11 AIMS AND OBJECTIVES

Members discussed the format of the informal meeting to be held on Monday 8<sup>th</sup> August at 7.00 pm to discuss the aims and objectives of the new council.

It was **RESOLVED: That the earlier start of 7pm and format of the meeting be noted.**

#### 80/11 QUARTERLY BUDGET REPORT

Members received and considered the quarterly budget report from the parish clerk, comparing income and expenditure to date with the budget allocations for 2011/2012 and reviewed the level of ear marked reserves. (Copy attached to record minutes).

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

#### 81/11 SCHEDULE OF PAYMENTS

The schedule of receipts and payments for June 2011 was not available.

#### 82/11 SCHEDULE OF CHEQUES FOR APPROVAL

The following cheques were presented by the Parish Clerk for authorisation and signing:

Cheque number	Payee details	Gross £	VAT
100782	Alison Jones - June Salary		
100783	HMRC PAYE/NI April – June	724.46	
100784	Ripley Village Hall July rent and hall hire	288.75	
100785	Metal posts to overflow car park	60.00	
100786	P G Bateman steel bar for barrier	300.00	50.00
100787	Tree felling, posts on Green, new gate	545.00	

100788	Playsafety Ltd – inspection	93.60	15.60
100789	GBC – raffle registration	20.00	
100790	Fred Cutler Ltd – printer inks	168.00	20.00
100791	Petty cash top up	100.00	
100792	A. Jones mileage	65.60	
100793	June – July maintenance	955.00	

Accordingly the above cheques for payment were approved and signed.

**83/11** ITEMS TO NOTE FOR INCLUSION ON THE AGENDA OF A FUTURE PARISH COUNCIL MEETING

None

The meeting closed at 10.00pm.

Date:

Chairman