

# BUCKLAND PARISH COUNCIL

A meeting of Buckland Parish Council was duly convened and held in the Reading Room on Monday 17<sup>th</sup> May 2010 at 8 pm.

Present: Councillor Husband (Chairman), Councillors Mrs. Copeland, Day, Dr. Eisinger, Horden, the Clerk, Sheena Boyce and the retiring responsible financial officer, Iain Laurenson.

## 1. **Apologise for absence**

Councillor Mrs. Dart and Councillor Longstaff.

Prior to the meeting proper, a report of three crimes for the period since the last meeting was delivered by PC Dominic Loraine: The theft of tools from a parked van, the theft of copper cables from Hanson's operations at Park Pit and a public order offence, involving the driver of a 4x4 vehicle who became abusive and threatening, during an incident of trespass in the SSSI adjacent to the BOAT on the North Downs.

## 2. **Minutes of the previous meeting**

Minutes of the meeting held on March 15<sup>th</sup> having been circulated were taken as read and accepted by those present as a true record.

## 3. **Election of Officers**

Councillor Husband was nominated for election as Chairman, proposed by Councillor Day, seconded by Councillor Dr. Eisinger, and agreed by the Council.

Councillor Day was nominated for election as Vice Chairman. Proposed by Councillor Husband, seconded by Councillor Mrs. Jean Copeland and agreed by the Council.

Chairman and Vice Chairman duly signed the appropriate acceptance of office forms.

- Councillor Dart was nominated to continue as Council member for the Parochial Charity.
- Councillor Dr. Eisinger was nominated to continue as Council representative on the Betchworth and Buckland Society and as monitor of Planning Applications.
- Councillor Day was nominated to continue as Councillor responsible for the Welcome Pack and the floodlighting to the church, and as advisor to the Clerk, in her role as Responsible Financial Officer for the 2010/11 financial year.
- Councillor Horden was nominated as Councillor responsible for the maintenance of the Pond and Green and to continue as Co-ordinator for the Parish Emergency Plan.
- Mrs Gaynor Day was nominated to continue as Tree Warden, Jim Docking to continue as Rights of Way Warden and Paul Rietchel to continue as Flag Warden.

The Chairman proposed that these positions be accepted on block. This was agreed by the Council.

#### 4. **Matters arising from the minutes**

##### Aircraft Noise

At the March meeting Councillor Longstaff raised a concern about increased aircraft noise from commercial craft passing over the village centre on a north to south route and the Clerk was asked to investigate potential means of following up Councillor Longstaff's concerns.

The Clerk reported that having spoken to the Gatwick noise team she had been advised to speak to the BAA team at Heathrow as the reported timings and routes did not match any of Gatwick flight plans. The Gatwick team had provided a printed summary of all flightpaths for a one hour time period around the time of a specific noted disturbance and centered on Buckland Village.

The Heathrow team confirmed that the preferential routes, defined in the 1960's still apply and suggested that aircraft flying close to Buckland are likely to be departing flights, exiting a preferential route in the Cobham / Leatherhead area and needing to stay clear of one of the stacks – referred to as the Ockham stack.

The team at Heathrow had provided summary outputs from the flight monitoring systems and highlighted the possibility of accessing the same information, on a time delayed basis, via the website.

**Action:** The Council supported the Clerk's suggestion that she prepare a summary of the telephone contact numbers and website addresses for wider circulation.

#### 5. **Accounts for Payment**

Cheque number 472: Sheena Boyce: Clerk's salary £253.75, expenses £41.88, total £295.63. Proposed Councillor Husband; seconded Councillor Day.

Cheque number 473: Braidwood and Company for internal audit fee £105.75. Proposed Councillor Husband; seconded by Councillor Day.

Cheque number 474: Allianz Insurance £346.16. Proposed Councillor Husband; seconded Councillor Day.

Cheque number 475: GACC £5 subscription for membership of the Gatwick Area Conservation Campaign. Proposed Councillor Husband; seconded Councillor Day.

#### 6. **Risk assessment**

A review was carried out on the financial security of the Council, it was agreed that the system in place of two signatures on all cheques and the internal audit system supplied sufficient safeguards. There were risks associated with the Village Green, Pond but these were considered normal risks associated with public places.

**Action:** The Clerk to speak to Paul Rietchel to highlight the need for him to continue to take responsibility for ensuring the flagpole is appropriately maintained and, in particular, to ensure that the structure is safe.

#### 7. **Approval of Accounts**

The Council's Annual Return was presented to the Council and those present accepted the return presents fairly the financial position of the Council and its receipts and payments for the year ending 31<sup>st</sup> March 2010. It was noted that the internal audit of the financial accounts had been completed. The return was signed by the Chairman, Councillor Husband, the Responsible Financial Officer Iain Laurenson and the Clerk. It was noted that the role of Responsible Financial Officer has passed to the Clerk for the current financial year.

**Action:** Iain Laurenson to ensure that the Annual Return is submitted to the external auditors prior to the 25 June 2010 deadline.

## 8. Planning

Councillor Dr. Eisinger advised there were no significant planning applications to review.

One application was noted:

MO/2010/0469/PLAH: Erection of timber framed double garage at Stonecrop, Rectory Lane, Buckland, Betchworth, Surrey, RH3 7BL. No action required.

One decision was noted:

MO/2010/0118/PLAH: Erection of a replacement rear conservatory at 13 Tranquil Dale, Buckland. The design statement explains that the proposed structure will replace an aluminium single glazed lean-to with a modern build, pitched roof conservatory while maintaining the same floor area. **Approved with conditions.**

## 9. Correspondence

### Village of the Year

An invitation to enter the 2010 Surrey Village of the Year competition has been received. Following last month's Annual Meeting the Council took the decision to take a break from the Village of the Year competition with a view to formulate a re-invigorated entry in 2011.

**Action:** The Clerk to invite residents to register their interest, via one of the Councillors or the Clerk, in taking an active role in scoping and subsequently delivering an entry. The Clerk to advise the decision to Surrey Community Action, who arrange the competition.

### Village Plan

The Council noted that it is now over 6 years since the final report for the Village Plan was published and consideration was given to appropriate next steps.

**Action:** The Clerk to liaise with local Parish Councils to establish the approaches taken, thus far, to reviewing and/or updating village plans, to speak to the team at Surrey Community Action to establish latest best practice and to keep a record of any suggestions or requests to be addressed in such a review.

### Dorking Rural Highways Forum ("DRHF")

At a recent meeting of the forum, attended by Surrey Police's local Casualty Reduction Officer, it was suggested that the 9 rural councils consider collectively purchasing a number of mobile VAS (vehicles activated signs) units. The police would locate and maintain the units and analyse data collected by the units to determine how best to target resources at "traffic hotspots". The units are designed to collect time and speed information of passing vehicles.

The council agreed to support the initiative in principle but shared the Clerk's concern as to how the units would be funded.

**Action:** The Clerk to continue to liaise with the DRHF and to share the Council's views accordingly.

### Forum of Local Parish Councils

The next meeting is scheduled for Wednesday 16<sup>th</sup> June 2010 at Charlwood. The Chairman, Councillor Husband confirmed he has scheduled the meeting in his dairy. The Clerk advised she would be unable to attend.

10. **Welcome Pack**

No new residents reported to require a Welcome Pack.

11. **Any other business**

Footpaths

The Clerk reported that she has been communicating with our Community Highways Officer, Bob Weston, to agree a form of wording we can use when describing the maintenance work which has been undertaken on the village footpaths alongside the A25. The agreement of both the Surrey Highways team and the Community Payback team is required and she is hopeful this will be forthcoming in time for a short article to be submitted for inclusion in the July Parish magazine.

Highways

The Clerk relayed advice, from Mr. Weston, that the notices advising carriageway improvements would amount to a resurfacing of the A25 through the village. She confirmed she had sought assurance that the new wearing course would take into account the specifications of the surfaces currently in place including the use of porous (low noise) asphalt and the location of anti-skid surfaces. Mr. Weston was unable to confirm the specifications for the planned works and advised they were likely to reflect current budgetary constraints. Mr. Weston agreed to liaise with the contractors to agree appropriate locations for vehicles to park within the village.

Road Safety

The Clerk reported that she had been contacted by a resident who had expressed concern that schoolchildren waiting to catch the bus to Reigate were standing in the carriageway of Old Road in order to be able to see an approaching bus. The Clerk advised she had passed the concern on to the Surrey Highways team. She understands a site visit has already been made and is awaiting further feedback

Archives

The Clerk suggested the Parish Council minutes books and ledgers be deposited, for safekeeping, in the archive facility in the Surrey Local History Centre in Woking. Once deposited the information would continue to be available to view on-site. The Council agreed. **Action:** Clerk to advise the Council once the information has been deposited in the archives.

Bus Shelter

The Chairman, having included, in his report to the Annual Parish Meeting, a reference to the need for repairs to be made to the bus shelter at the top of Old Road, advised that he had initiated investigations.

**Action:** Councillor Husband undertook to progress his investigations, with support from the Clerk, to enable quotes for materials and labour to be obtained.

*There being no other business the meeting was closed at 9.30p.m.*

*Date of next meeting: Monday 19<sup>th</sup> July 2010.*

**Sheena Boyce, Clerk**

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