

**MINUTES OF THE REMOTE* MEETING OF
WARLINGHAM PARISH COUNCIL HELD ON 3 FEBRUARY 2021**

Councillors (Cllrs) present:

Charles Lister (Chair), Nathan Adams, Robin Bloore,
David Cooley, Simon Morrow, Anna Patel (part),
Keith Prew, Jeremy Pursehouse,
Ed Ralph and Cindy Steer.

Attending:

3 visitors (one part)
County Cllr Becky Rush (part)

Meeting opened at 7:48pm and closed at 9:17pm

In attendance: Simon Bold, Clerk

1. APOLOGIES

Cllr Geoffrey Kempster had provided his apologies prior to the meeting.

2. CODE OF CONDUCT

No Cllr declared any Disclosable Pecuniary Interest and/or 'Other Interests' in respect of items on the agenda.

3. MINUTES

Cllrs approved the minutes of the 6 January 2021 meeting with one amendment relating to the Green Improvement. The Clerk to add copies to the Council's notice board and website.

SB

4. MATTERS ARISING

Cllr Prew confirmed that the new Council website and Cllr email addresses were ready to launch at the end of the month - Cllrs expressed their thanks to Cllr Prew and the Clerk for all their work. Cllr Ralph to provide an updated Cllr profile (and picture) to Cllr Prew and Cllr Prew to coordinate the formal transfer of responsibility from the existing contractor to the new.

ER
KP

In respect of the project to improve Warlingham Green, Cllr Morrow confirmed that Surrey County Council (SCC) had finally agreed the proposed performance guarantee arrangements. This had enabled the Parish Council to submit its Community Infrastructure Levy (CIL) bid to Tandridge District Council (TDC). Cllr Morrow advised that TDC were in the process of reviewing the criteria and procedures for allocating CIL grants and that this would delay consideration of the Parish Council's application probably until the Summer.

Cllrs acknowledged receipt of the latest report from the Coronavirus Aid Chelsham, Farleigh and Warlingham group. The Clerk confirmed that all grant payments had been completed following confirmation of the group's bank details.

Cllr Pursehouse advised that the Emergency Planning Working Group had met since the last Council meeting. Chris Hobbs, Policy & Projects Specialist at TDC, had been added as a group member due to his knowledge and experience.

Cllr Bloore and the Clerk to produce a draft War Memorial Maintenance Policy for review at the Council's next meeting.

RB
SB

5. HIGHWAYS AND TRANSPORT

a) Prior to the meeting, County Cllr Becky Rush had provided an update on the survey conducted by SCC Highways Officers in respect of the positioning of Vehicle Activated Signs (VAS) in Warlingham.

Cllrs discussed the VAS proposal prepared by Cllr Bloore which had been circulated to Cllrs prior to the meeting. Cllrs resolved to lease one mobile VAS from SCC and pay for the installation of up to five posts (fixing points) at a maximum cost of £2,250.

This included the cost of batteries, chargers, a sturdy ladder etc and it was hoped that

by coordinating any works with Chelsham & Farleigh Parish Council, overseen by the County Cllr, the costs of post installation could be minimised. County Cllr Rush to have suitable locations for siting the mobile VAS identified in the northern stretch of Limpsfield Road. RB

Cllr Bloore to consult with Woldingham Parish Council about the management of mobile VAS equipment and to draw up a set of simple working practices for use by Warlingham Parish Council volunteers. A number of Cllrs offered to help with the new mobile VAS.

Cllrs agreed to postpone any consideration of fixed VAS along the northern stretch of the Limpsfield Road until the Autumn. SB

- b) The Clerk to write to County Cllr Rush to establish whether the damaged bike stands around Warlingham Green could be improved - although the stands are functional, Cllrs felt that they had become unsightly due to damage.

The Clerk confirmed that he had reported the damaged railings outside the Chemist on the Green and the faulty zebra crossing halo (at the corner of the Green with Westhall Road) to SCC Highways.

Cllr Anna Patel left the meeting during the next item.

6. WARLINGHAM APPEARANCE INCLUDING COMMON LAND MANAGEMENT

The Clerk had circulated, prior to the meeting, a schedule of quotes from five contractors in respect of priority tree work. Cllrs agreed to proceed with the contractor that had quoted £5,400 (all necessary credentials had also been provided) plus a maximum of £500 for other sundry tree work identified by the Clerk. The Clerk to instruct the contractor to proceed. SB

Cllr Ralph noted that many of the road signs around the Green were obscured by dirt and required cleaning.

7. LIBRARY MANAGEMENT COMMITTEE

Cllrs Prew and Morrow provided a verbal report of the latest meeting of the Library Management Committee. Cllr Prew also advised that renewal discussions had commenced in respect of the Memorandum of Understanding and the Library Licence.

Cllrs agreed to the purchase of a three-month zoom subscription for use by the Library in respect of the poetry reading group - the Clerk to liaise with the Library Volunteer Coordinator. SB

8. PLANNING COMMITTEE

- a) Cllr Prew provided a summary of the Planning Committee meeting of 26th January 2021.

- b) Cllr Prew advised that the consultation in respect of Covers Farm Quarry, near Westerham, had been re-opened by Kent County Council following receipt of an Environmental Statement Addendum from the applicant. The Planning Committee to review this at its meeting of 16 February 2021 and, if applicable, submit comments.

9. OUTSIDE BODIES AND EVENTS

The Clerk to circulate details of proposed changes at the Surrey Association of Local Councils to all Cllrs. SB

Cllrs expressed their appreciation to the Snow Angels (volunteers) and, in particular, Ian Dale (Snow Clearing Coordinator) for their work in clearing ice and snow off the pavements around the Green.

Cllr Pursehouse confirmed that, with regret, the 2021 Warlingham Fair would not take place due to ongoing uncertainty about the impact of the coronavirus pandemic

10. CORRESPONDENCE AND CONSULTATIONS

The Clerk raised a small number of items of correspondence received since the last meeting.

Cllrs agreed that no action was required in respect of the government's current Night Flights Restrictions consultation. Cllr Lister added that any individual could submit their own personal comments should they wish.

Cllrs acknowledged receipt of the notification of a review of the Club Premises Licence at John Fisher Sports Club – no comments were raised.

11. COMMUNICATIONS

- a) Cllr Lister to write the next CR6 magazine article on the subjects of vehicle activated signage, the Warlingham Green improvement project and local elections in May 2021. CL
- b) Cllrs Prew and Ralph to add articles, on the same topics as 11a) to the Council's website and Facebook respectively. KP
ER

12. PAYMENTS

Cllrs noted and authorised the list of payments totalling £1,789.71 (see Appendix 1: Schedule of Payments). The Clerk to dispense these payments. SB

13. NEXT MEETING

- a) Cllrs noted that the next Council meeting will take place on Wednesday 3rd March 2021. ALL
- b) Cllrs agreed to wait until national lockdown restrictions had eased before considering whether to make arrangements for an Annual Parish Assembly.

14. SUB-SECTION 2 OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

None.

APPENDIX 1: SCHEDULE OF PAYMENTS

Chq No.	Payee	Amount £	Comments
2065	Surrey County Playing Fields Association	10.00	Affiliation fee for 2020/21
DD	SSE (Southern Electric)	53.14	Power to the Green Q.4. 2020/21 (£50.61 net of VAT)
2066	Simon Bold	**	Clerk's salary for January 2021
2067	Simon Bold	24.77	Reimbursement of costs incurred by the Clerk in January 2021
2068	Tina Picanza	**	Library volunteer coordinator's salary for January 2021
2069	Tina Picanza	8.40	Reimbursement of costs incurred by the Library Coordinator in January 2021.
2070	Surrey Pension Fund	340.71	Employee and employer pension contributions for January 2021
2071	London Green Belt Council	25.00	Subscription for twelve months starting January 2021.
	Total	£1,789.71	

* *Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel meetings) (England and Wales) Regulations 2020.* ** *(payments relating to staff salary have been redacted and form part of a confidential record in accordance with Financial Regulation 7.4).*