



HEADLEY PARISH COUNCIL

Minutes of the **Annual General Meeting** held at
Headley Village Hall at 7.30pm on Monday 30th May 2022

	In attendance	Apologies	Absent
Cllr David Preedy (Chair)	✓		
Cllr Jon Lavery	✓		
Cllr Jane Pickard	✓		
Cllr Paul Furr	✓		
Cllr Nick Woolley	✓		
Cllr Ben Jarvis	✓		

In attendance: Tracy Hamer (Clerk) taking the minutes, 1 member of the public.
 The meeting was chaired by Cllr Preedy.

Agenda Item	Issue	Actions
1	To receive and accept apologies of absence. Nil.	
2	To elect the following appointments for the coming municipal year: <ul style="list-style-type: none"> Chairman: Cllr Preedy was nominated by Cllr Lavery and seconded by Cllr Pickard and elected unanimously. Vice Chairman: Cllr Lavery was nominated by Cllr Preedy and seconded by Cllr Woolley and elected unanimously. Hedgerow & Footpaths Officer: Carmel Lavery has agreed to continue with her role as Hedgerow and Footpaths Officer. The Parish Council formally thanked her. SALC Representative: Cllr Preedy nominated Cllr Lavery to continue in his role as SALC Representative, this was seconded by Cllr Furr and unanimously agreed. 	
3	To receive any declarations of interest relevant to items on this agenda. <ul style="list-style-type: none"> Cllr Furr – Item 10, MO/2022/0470/PLAH Cllr Jarvis – Item 10, MO/2022/0774/PLA, MO/2022/0775/PLA, MO/2022/0776/PLA & MO/2022/0820/PLAH Cllr Lavery – Item 10, MO/2022/0816/PLAH Cllr Pickard – Item 10, MO/2022/0816/PLAH 	
4	Public Participation Session. A member of the public raised concern regarding the condition of the beacon at the Church. Cllrs Preedy and Lavery confirmed they had inspected the structure and noted it leans to one side and the lower section is rotten. It was formally agreed that members of Headley Parish Council do not give permission to light the Beacon for the Queens Jubilee. The Clerk will	Clerk

	investigate estimates to mend the structure asap.	
5	<p>To sign as a correct record, the minutes of the Ordinary Meeting of Headley Parish Council held on 28th March 2022.</p> <p>The Council resolved to unanimously agree the content of the minutes. The Chairman signed the minutes.</p> <p><i>Proposed by Cllr Laverty and seconded by Cllr Pickard.</i></p>	
6	<p>To receive any Chairman's announcements.</p> <p>Nil.</p>	
7	<p>Matters arising.</p> <ul style="list-style-type: none"> • Traffic Calming in the village: It was agreed that the findings of the survey will be sent to our County Councillor following analysis of the results which will be undertaken by Cllrs Jarvis, Laverty and Preedy. • Costs of replacement noticeboards were reviewed, and it was agreed to repair the damaged sign at the shop and explore the purchase of a new noticeboard for Dale View once permission has been granted by Silvertown. The Clerk will pursue. 	<p>Cllrs Jarvis, Preedy & Laverty</p> <p>Clerk</p>
8	<p>Financial items.</p> <ul style="list-style-type: none"> • Cllr Laverty reported that he had checked the reconciliation of the bank accounts dated April 30th 2022 on the 30th May 2022 - see <i>Appendix 1.</i> • The Internal Audit dated 11th May 2022 was reviewed. It was noted that no actions are required. • The Council resolved to approve the end of year accounts and AGAR 2021/22. <i>Proposed by Cllr Laverty and seconded by Cllr Pickard.</i> • The Council resolved to approve the payments in Appendix 2 to these minutes. <i>Proposed by Cllr Laverty and seconded by Cllr Jarvis.</i> 	Clerk
9	<p>Maintenance.</p> <ul style="list-style-type: none"> • Playground: The inspection log is up to date. • Footpaths and grit bins: Cllr Laverty noted that Carmel Laverty (Footpath Officer) informed the Parish Council that all the parish footpaths have been walked, in the time period January 2022 to date (07/05/2022) and any issues reported to Surrey County Council. • Highways and Pebble Hill: Nil. 	
10	<p>Planning.</p> <ul style="list-style-type: none"> • Headley Court – Cllr Preedy confirmed that advice has been sought from a barrister to inform further submissions from the Parish Council. It was also noted that following meetings with Audley and Millgate Homes, an open session will be organised at the Village Hall. Cllr Preedy will raise concerns regarding S106 proposals. • Church Lane Nursery – No further updates. • Springfield – No further updates. • See Appendix 3 for current and recent planning applications. 	
11	Other Parish Council Activities	

	Headley Jubilee Celebrations: Cllr Furr updated members and reported ticket sales of close to 300 for the evening. There are 18 stalls booked for the afternoon event, plus catering and children's games. Cllr Preedy thanked Cllrs Furr and Woolley for their efforts, as well as the large number of Headley residents who have committed to making the event a success.	Cllr Furr
11	Reports from other bodies. Nil.	
12	Consultations <ul style="list-style-type: none"> MV Ward Boundary Review: The draft recommendations are for 13 three-councillor wards. It is proposed to merge the existing wards of Brockham, Betchworth & Buckland and Box Hill & Headley to create a three-member ward, which HPC agree with under the circumstances. HPC will write to The Local Boundary Commission for England to note the finer details of the review and recommend that the names of all effected parishes should be included when the ward is named. 	Cllr Preedy/ Clerk
13	Questions from Parish Councillors. Nil.	
14	To confirm the date of the next Parish Council Meeting as Monday 30th May 2022 at 7.30pm at Headley Village Hall.	
	There being no further business, the meeting closed at 10pm.	

Signed.....
Chairman

Dated.....

Item 8 – Appendix 1

Date:09/05/2022

Headley Parish Council

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Time:12:47

**Bank Reconciliation Statement as at 30/04/2022
for Cashbook 1 - Lloyds Bank Accounts**

User: TRACY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	30/04/2022		8,770.24
			<u>8,770.24</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	<u>0.00</u>
			8,770.24
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	<u>0.00</u>
			8,770.24
		Balance per Cash Book is :-	8,770.24
		Difference is :-	0.00

Date:09/05/2022

Headley Parish Council

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Time:12:48

**Bank Reconciliation Statement as at 30/04/2022
for Cashbook 2 - Savings Account**

User: TRACY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Savings Account	30/04/2022		29,729.94
			<u>29,729.94</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	<u>0.00</u>
			29,729.94
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	<u>0.00</u>
			29,729.94
		Balance per Cash Book is :-	29,729.94
		Difference is :-	0.00

Item 8 – Appendix 2

Payments between meetings	Chq no	Amount
Clerk April Salary	DD	511.97
Clerk May Salary	DD	511.97
Cornerstone Barristers	EP	£3,000

To be authorised for payment 30.05.2022	Chq no	Amount
Clerks expenses	847	£215.50
Mulberry & Co Internal Audit Inv 19333	848	£154.80
Headley Village Hall – Room Hire x2 Inv 0012	849	£74.00
Greenhouse Graphics Inv 25607	850	£294.00
Hiscox Insurance Inv 502234787	851	£1050.48
RBS Rialtas Inv SM25464	852	£154.80
SCA Payroll Fees Inv 6167	853	£54.00
NJ Birch Inv 2132	854	£199.20

Item 10 – Appendix 3

Registered Applications	Location	Description	Publicity end date
MO/2022/0470/PLAH	Fairacre, Headley Grove, Headley KT18 6NR	Erection of a single storey extension to the north and east elevation, enlarge thatched dormer with new timber window to match existing and erection of a front entrance porch.	22 nd April 2022
MO/2022/0666/TFC	Gasston Stables Site, Hurst Lane, Headley KT18 6D	Crown reduce 2 No. Ash trees by 30%.	22 nd April 2022
MO/2022/0692/RM MAJOR	Defence Services, Headley Court, Headley Road, Headley KT18	Reserved matters application in respect of layout, scale, external appearance of buildings, car parking and landscaping (condition 1) and the discharge of planning conditions 3 (materials and surfaces), 4 (boundary treatments), 6 (Travel Plan), 10 (LEMP), 16 (SUDS) and 19 (tree planting) pursuant to Outline planning permission MO/2020/0185 for the demolition of existing buildings and redevelopment to comprise up to 70 residential units (Use Class C3), landscaping, car parking, access routes and other associated works.	6 th June 2022

MO/2022/0774/PLA	Land adj to 24 and 25, Dale View, Headley KT18 6EH	Erection of 2 No. new dwellings and associated uses.	13 th June 2022
MO/2022/0775/PLA	Land adj to 6 and 7, Dale View, Headley KT18 6EH	Erection of 2 No. new dwellings and associated uses	13 th June 2022
MO/2022/0776/PLA	Garages at Dale View, Headley, Surrey	Demolition of existing garages and erection of a new single storey dwellings and associated uses.	13 th June 2022
MO/2022/0820/PLAH	23 Dale View, Headley, Epsom, Surrey, KT18 6EH	Erection of single storey rear extension.	13 th June 2022
MO/2022/0816/PLAH	The Tractor Shed, Slough Farm, Tumber Street, Headley, Surrey	Installation of 2 No. frosted windows: One window on the ground floor, second window on the first floor to meet the fire safety regulations	13 th June 2022
Decisions	Location	Description	Outcome
MO/2022/0506/PLAH	Garden Cottage, Goodmans Furze, Headley Common Road, KT18 6NQ	Erection of a single-storey detached garden gym and store.	REFUSED
MO/2021/1912/SCC	Land at Headley Court, Headley Road KT218 6JW	Erection of a modular building and retention of existing modular building, marquee, hoarding, infrastructure, and plant for the temporary use of the site for a body storage facility (Surrey County Council application - for consultation purposes only)	WITHDRAWN
MO/2022/0472/TFC	Headley Park, Tilley Lane, Headley KT18 6EE	Remove one Horse Chestnut tree (marked T1 on submitted plan).	APPROVED