



HEADLEY PARISH COUNCIL

Minutes of the **General Meeting of the Parish Council** held at
Headley Village Hall at 7.30pm on Thursday 20th July 2023

	In attendance	Apologies	Absent
Cllr David Preedy (Chair)	✓		
Cllr Paul Furr		✓	
Cllr Nick Woolley	✓		
Cllr Sharon Knight	✓		
Cllr Callum Bennett	✓		
Cllr Mary Denyer	✓		

Also in attendance: Cllr Simon Budd (MVDC), Cllr Paul Potter (MVDC), Cllr Paula Keay (MVDC), Tracy Hamer (Clerk) taking the minutes, 3 members of the public. The meeting was chaired by Cllr Preedy.

Agenda Item	Issue	Actions
1	To receive and accept apologies of absence. Cllr Paul Furr (HPC), Cllr Simon Budd (MVDC), Cllr Paul Potter (MVDC), Cllr Paula Keay (MVDC)	
2	To receive any declarations of interest relevant to items on this agenda. Cllrs Woolley, Denyer and Knight – Item 9, MO/2023/0887/PLA	
3	To sign as a correct record, the minutes of the Parish Council Meetings dated 27th March 2023 and 21st April 2023. The Council resolved to unanimously agree the content of the minutes and the Chair signed them. <i>Proposed by Cllr Knight and seconded by Cllr Bennett</i>	
4	Chair's Announcements. Cllr Preedy confirmed he had raised a complaint with SGN regarding the closure of the A24 junction and associated community impact. CC Rebecca Paul has confirmed that the safety assessment of the Pebble Hill junction has been carried out, but the report has not yet been circulated.	
5	Reports from District Councillors. Nil.	
6	Open Public Forum. Nil.	
7	Matters Arising.	Clerk

	<ul style="list-style-type: none"> TRAFFIC CALMING IN THE VILLAGE – No further updates. The Clerk will email SCC to organise a further meeting. 																																														
8	<p>Financial items.</p> <ul style="list-style-type: none"> The Council discussed the present financial situation and noted it as satisfactory. Cllr Denyer checked the reconciliation of the bank accounts dated 30th June 2023 on the 20th July 2023 - see Appendix 1. The Council resolved to approve the following payments. The Clerk noted that the 2 invoices for SCA have been amalgamated into one cheque totaling £60. <i>Proposed by Cllr Knight and seconded by Cllr Bennett.</i> <table border="1"> <thead> <tr> <th>Payments between meetings</th> <th>Chq</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>June Staff Salaries & Associated Costs</td> <td>DD</td> <td>550.97</td> </tr> <tr> <td>July Staff Salaries & Associated Costs</td> <td>DD</td> <td>550.97</td> </tr> <tr> <td>Headley Old Freemans Cricket Ltd (authorised by email)</td> <td>BACS</td> <td>3866.40</td> </tr> <tr> <td>Childrens Trust (authorised by email)</td> <td>BACS</td> <td>979.60</td> </tr> <tr> <td>Trevor Gorringe Strimming Costs (authorised by email)</td> <td>BACS</td> <td>974.00</td> </tr> <tr> <td>Mulberry @ Co Inv 21287 (authorised by email)</td> <td>897</td> <td>170.64</td> </tr> <tr> <td>Mulberry @ Co Inv 51166 (authorised by email)</td> <td>898</td> <td>114.00</td> </tr> <tr> <td>Satswana Inv M2653 (authorised by email)</td> <td>899</td> <td>180.00</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>To be authorised for payment 30.01.2023</th> <th>Chq</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Clerks expenses</td> <td>900</td> <td>100.08</td> </tr> <tr> <td>Trevor Gorringe Strimming Costs – Invoice 1191</td> <td>901</td> <td>144.00</td> </tr> <tr> <td>Surrey Community Action – Payroll Invoice 6848</td> <td>902</td> <td>36.00</td> </tr> <tr> <td>Surrey Community Action – Payroll Invoice 6569</td> <td>903</td> <td>24.00</td> </tr> <tr> <td>TOTAL CHEQUES</td> <td></td> <td>304.48</td> </tr> </tbody> </table>	Payments between meetings	Chq	Amount	June Staff Salaries & Associated Costs	DD	550.97	July Staff Salaries & Associated Costs	DD	550.97	Headley Old Freemans Cricket Ltd (authorised by email)	BACS	3866.40	Childrens Trust (authorised by email)	BACS	979.60	Trevor Gorringe Strimming Costs (authorised by email)	BACS	974.00	Mulberry @ Co Inv 21287 (authorised by email)	897	170.64	Mulberry @ Co Inv 51166 (authorised by email)	898	114.00	Satswana Inv M2653 (authorised by email)	899	180.00	To be authorised for payment 30.01.2023	Chq	Amount	Clerks expenses	900	100.08	Trevor Gorringe Strimming Costs – Invoice 1191	901	144.00	Surrey Community Action – Payroll Invoice 6848	902	36.00	Surrey Community Action – Payroll Invoice 6569	903	24.00	TOTAL CHEQUES		304.48	Clerk
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9	<p>Maintenance.</p> <ul style="list-style-type: none"> Playground: The inspection log is up to date. (rota for next 3 months August – Cllr Denyer, September – Cllr Preedy, October – Cllr Bennett). A tree from a neighboring property requires maintenance, the Clerk will contact them. One goal post will be removed to prevent ASB. Cllr Preedy and the Clerk will audit the area in August to suggest improvements to signage and equipment. Footpaths and grit bins: Autumn audit of grit bins to be organised at the next meeting. Highways: Nil. 	Cllr Preedy/ Clerk																																													
10	<p>Planning.</p> <ul style="list-style-type: none"> Headley Court – Members attended a meeting with Audley to discuss the construction management plan. Some changes were suggested and discussed but in general, members were satisfied with the suggested arrangements. Church Lane Nursery – Cllr Preedy and the Clerk attended a presentation of the new plans. It has been suggested that the plans are made available to the public before the September meeting of the parish council so that residents can discuss them and make comments as appropriate. Current and recent planning applications - see Appendix 2. MO/2023/0887/PLA Tumber House Stables, Slough Lane, KT18 6NZ Replacement of existing stables building with 1 No. dwelling. It was resolved that the Parish Council do not support this application. <i>Proposed by Cllr Preedy and seconded by Cllr Knight.</i> <i>(4 in favour, 1 abstention)</i> 	Clerk																																													

	<ul style="list-style-type: none"> • MO/2023/0868/PLAH The Pigeon House, Lea Green Lane, KT18 6AJ Erection of part single, part two storey, part first floor rear side, and front extensions and basement. It was unanimously resolved that the Parish Council do not object to this application. <i>Proposed by Cllr Preedy and seconded by Cllr Bennett.</i> 													
14	<p>Other Parish Council Activities</p> <ul style="list-style-type: none"> • Autumn Litter Pick will be organised by Cllr Knight at 10am on Saturday 30th September. • The following councillors were nominated to oversee the following: <table border="1"> <tr> <td>Finance</td> <td>Cllr Denyer</td> </tr> <tr> <td>Litter picking</td> <td>Cllr Knight</td> </tr> <tr> <td>Village events</td> <td>Cllr Furr</td> </tr> <tr> <td>Planning applications</td> <td>Full Council</td> </tr> <tr> <td>Headley Court</td> <td>Cllrs Preedy & Bennett</td> </tr> <tr> <td>Highways</td> <td>Full Council</td> </tr> </table>	Finance	Cllr Denyer	Litter picking	Cllr Knight	Village events	Cllr Furr	Planning applications	Full Council	Headley Court	Cllrs Preedy & Bennett	Highways	Full Council	Cllr Knight
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Highways	Full Council													
11	<p>Reports from other bodies. Nil.</p>													
12	<p>Consultations. Street Designation Consultation – https://www.molevalley.gov.uk/home/business/licences/street-trading-and-charity-collections Cllr Preedy will draft a response in favour of the removal of prohibited streets.</p>	Cllr Preedy												
13	<p>Questions from Parish Councillors. Nil.</p>													

To confirm the date of the next Parish Council Meeting will be held on Monday 25th September 2023 at The Village Hall at 7.30pm.

There being no further business, the meeting closed at 9.45pm.

Signed

Chairman

Dated

Appendix 1

Date: 30/06/2023 Headley Parish Council Page 1
Time: 11:20 Bank Reconciliation Statement as at 30/06/2023 User: TRACY
for Cashbook 1 - Lloyds Bank Accounts

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current Account	30/06/2023		2,660.93
			2,660.93
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			2,660.93
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			2,660.93
		Balance per Cash Book is :-	2,660.93
		Difference is :-	0.00

Date: 30/06/2023 Headley Parish Council Page 1
Time: 11:21 Bank Reconciliation Statement as at 30/06/2023 User: TRACY
for Cashbook 2 - Savings Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Savings Account	30/06/2023		27,285.75
			27,285.75
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			27,285.75
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			27,285.75
		Balance per Cash Book is :-	27,285.75
		Difference is :-	0.00

Appendix 2

Registered Applications	Location	Description	Publicity start date
MO/2022/0775/PLA	Land adj to 6 and 7, Dale View, Headley, Epsom, Surrey, KT18 6EH	Erection of 2 No. new dwellings and associated uses.	APPEAL STARTED 1st June
MO/2022/0776/PLA	Garages at Dale View, Headley, Surrey	Demolition of existing garages and erection of a new single storey dwelling and associated uses	APPEAL STARTED 1st June
MO/2023/0780/ECL	Hyde Farm House, Leech Lane, Headley, Epsom, Surrey, KT18 6PN	Certificate of Lawfulness for the existing use in respect of a one bedroom self-contained dwelling for in excess of 10 years.	
MO/2023/0868/PLAH	The Pigeon House, Lee Green Lane, Headley, Epsom, Surrey, KT18 6AJ	Erection of part single, part two storey, part first floor rear side, and front extensions and basement.	
MO/2023/0887/PLA	Tumber House Stables, Slough Lane, Headley, Epsom, Surrey, KT18 6NZ	Replacement of existing stables building with 1 No. dwelling.	
Decisions	Location	Description	Outcome
MO/2023/0503/CC	The Pigeon House, Lee Green Lane, Headley, Epsom, Surrey, KT18 6AJ	Variation of Condition 2 of approved planning application MO/2021/2046 for the erection of part single, part two storey, part first floor side and front extensions, first floor rear extension and rear dormer window for the provision of a basement.	REFUSED
MO/2023/0446/PCL	Garden Cottage, Goodmans Furze, Headley Common Road, Headley, Epsom, Surrey, KT18 6NQ	Certificate of Lawfulness for the proposed development in respect of the erection of a garden building	APPROVED
MO/2023/0424/PLA	Cunliffe Close, Headley, Epsom, Surrey, KT18 6EG	Erection of entrance gates and brick piers to Cunliffe Close.	REFUSED