

CAPEL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 16 SEPTEMBER 2019 AT 7.30pm IN CAPEL PARISH HALL

PRESENT: Mr Ball, Mrs Schryver, Mrs Dale, Mr Cox, Mr Salter, Mrs Ryan, Mr Ashwood, the Clerk and Councillor Caroline Salmon.

IN ATTENDANCE: District Councillor Mrs Caroline Salmon and County Councillor Mrs Helyn Clack.

- 1 **APOLOGIES FOR ABSENCE:** Mr Garber, Mr McLachlan, Councillor Mrs Lesley Bushnell and Councillor Mrs Mary Huggins.
- 2 **TO RECEIVE AND ADOPT MINUTES OF PARISH COUNCIL MEETING ON 19 August 2019:** The minutes were adopted and signed by the Chairman.
- 3 **TO RECEIVE AND ADOPT MINUTES OF PLANNING MEETING ON 3 September 2019:** The minutes were adopted and signed by the Chairman.
- 4 **TO RECEIVE AND ADOPT MINUTES OF FINANCE MEETING ON 9 September 2019:** The minutes were adopted and signed by the Chairman.
- 5 **MATTERS ARISING:** Councillor Salmon mentioned the Superfast Broadband for Beare Green. A mast has been installed covering the area and will supply 4G connection.
- 6 **DECLARATIONS OF INTEREST:** None.
- 7 **PUBLIC QUESTIONS:** None.
- 8 **CLERK'S REPORT:**
 - The damaged manhole cover outside the Parish Hall has been replaced.
 - The notice boards throughout the Parish are being repaired and repainted. The board outside Charlotte Broadwood school is currently having a new back panel fitted.
 - The battery-powered mower for use on the allotments has been ordered. Until a permanent store is found, it will be kept in the Parish Office.
 - A large limb fell from a tree along Newdigate Road, Beare Green recently, blocking one half of the road. Mole Valley allocated a contractor to remove the obstruction but as the tree is on Parish Council land, Treeline have supplied a quote to make the tree safe.
 - Treeline have undertaken emergency work on a tree overhanging Old Horsham Road, which is a potential hazard to buses, coaches and lorries.
 - Surrey County Council has agreed to put hatching on the road outside the pub and shop in Coldharbour, encouraging motorists to drive in a single lane away from the entrances of these two establishments.
 - Discussions will be taking place with Surrey County Council regarding the hatching along the A24 at Beare Green roundabout. It has been suggested that the hatching begins at South Holmwood. Holmwood Parish Council have been made aware of these discussions. * Both Mr McLachlan and Mr Salter have agreed to act as the Parish Council's representatives.
 - A schedule of grounds maintenance is being put together to enable the Parish Council to go out to tender for this contract. There have been two new enquiries for this work to date.
- 9 **MOLE VALLEY LOCAL PLAN – MODEST EXPANSION OF RURAL VILLAGES:**

The Chairman read out a statement from Councillor Margaret Cooksey, Cabinet Member for Planning, said: "Due to the uncertain national political landscape, it is the intention of Mole Valley District Council's Cabinet to postpone the Future Mole Valley Local Plan consultation, which had

been scheduled to take place between 21 October and 1 December 2019. This will need formal agreement by Cabinet at a meeting on 24 September.” Until further information is received the public meeting, exhibitions and purchase of information banners will be postponed.

10 PARKING DORKING RAILWAY STATION:

A response has been received from Govia Thameslink regarding extending parking facilities at Dorking railway station. Govia informed the Parish Council that “The Government, subject to the outcome of the rail review is anticipated to start the tender process for the next franchise early next year. It may be an idea to discuss at that point so that we can best support the Parish Council in ensuring that the desire for additional parking is factored into the process for the next franchise, so that the next franchisee can potentially develop a relevant scheme; such as a multi-storey and a multi-year plan for the scheme to repay its costs.” The Clerk will contact Govia Thameslink again in the new year and seek an update.

11 PLAYING FIELDS COMMITTEE:

The Chairman informed the Councillors that he had met with Capel Cricket Club and discussed the grounds maintenance at Capel recreation ground. The Cricket Club was not satisfied with the standard of the recent cuts and was questioning the specification of the current contract. After discussion, it was agreed that the Parish Council did not have any responsibility to have the ground cut to outfield standard. This was the Cricket Club’s responsibility. It was then proposed that a Grounds Maintenance Committee for the upkeep of the recreation grounds be put together, with Mr Cox acting as Chairperson and Mr Anderson, the Cricket Clubs groundsman, working alongside. It was also agreed that a new specification for this work be put together as the current five-year contract for the ground maintenance is up for renewal at the end of the year. The Chairman mentioned that the Cricket Club had suggested purchasing a new mower which could be used to cut the entire recreation ground. It was suggested that the Parish Council consider donating toward the cost. No decision was made.

12 PLAYGROUND - COLDHARBOUR:

It was confirmed that the new equipment for Coldharbour playground has been purchased. Mr McLachlan had met with Wicksteed, the supplier, and will liaise with them regarding installation. Wicksteed had given a price for the removal of the old equipment but this will now be undertaken by a local contractor at a more competitive price.

13 ANTI-LITTERING CAMPAIGN:

The Councillors were informed that this was a Mole Valley campaign sponsored by Keep Britain Tidy. County Councillor Helyn Clack confirmed that Mole Valley would be able to reduce spending on rubbish collecting if the campaign is effective. Posters will be displayed indicating that offenders would be fined if they are caught littering. The Parish Council agreed to support this campaign. The Council asked whether any decision had been made to retain Ranmore Road recycling centre. County Councillor Clack said that the District Council was working toward keeping the facility open, but it would possibly be for recycling only. Other rubbish would have to be taken to other nearby facilities. Comment was then made about the rubbish collected after the Capel Show. Even though the rubbish had been sorted, only glass was taken away for recycling, everything else was taken to be incinerated.

14 COMPLAINTS PROCEDURE:

The updated version of the Complaints Procedure had been circulated to all Councillors prior to the meeting. It was unanimously agreed that this version should be adopted and published on the Parish Council website.

15 FINANCIAL REGULATIONS:

The updated version of the Financial Regulations had been circulated to all Councillors prior to the meeting. These regulations had been approved at the recent Financial Meeting. It was unanimously agreed that regulations should be adopted and published on the Parish Council website.

16 POLICE STATISTICS:

Statistics on incidents, covering the period 16 July until 16 September, were supplied by the Police. There were 36 incidents for Capel, including an incident of fly tipping. 35 incidents were reported for Beare Green including a fatal collision on the A29. Four incidents were reported in Coldharbour.

17 REPORTS FROM MEMBERS

(a) Finance: The accounts detailing receipts and payments for the period 19 August to 16 September 2019 were presented for approval and signature. All invoices were signed by two councillors:

INCOME

Hall Hire	£102.00
Second Half Precept	£51,263.50

ADMIN AND OTHER PAYMENTS

	Net	VAT	Gross
Helpdesq	£556.72	£111.35	£668.07
S Dixon for L Quirk	£49.00		£49.00
SSALC CiLCA Programme Registration	£320.00		£320.00
Burley and Sons (September payment)	£904.21	£180.84	£1,085.05
Howard Cundey	£585.00		£585.00
EDF Energy	£45.00	£2.25	£47.25
Mrs J Russell reimbursement	£18.29		£18.29
Fred Evans	£1,547.00		£1,547.00
JRN Enterprises	£163.50	£32.70	£196.20
Treeline	£180.00	£36.00	£216.00
Fred Evans (playground equipment removal)	£400.00		£400.00
Mrs L Bignell September salary	£263.52		£263.52
Mrs J Russell September salary	£1,902.82		£1,902.82
HMRC Clerks income tax	£518.80		£518.80
PWLB D/D	£965.69		£965.69
OPUS Energy Gas D/D	£10.16	£0.51	£10.67
OPUS Energy Electricity D/D	£37.09	£1.85	£38.94
Totals	£8,466.80	£365.50	£8,832.30

Current Account reconciled 16 September 2019 - £82,574.26

- (1) Two estimates had been received for the redecoration of the Parish Hall. The two prices were very different, and it was decided to accept the quotation of £500.00. Work will begin at the beginning of October.
- (2) Mr Cox had met with Treeline regarding the ongoing problem of flooding on Beare Green recreation ground and keeping the surrounding ditches clear. Treeline have proposed planting a row of trees further in from the ditch and once they are established, the original trees growing close to the ditch will be removed enabling the earth mound at the edge of the ditch to be flattened allowing water to run off the recreation ground. It was agreed that more talks should be held with Treeline before any decisions are made. County Councillor Clack mentioned that Surrey County Council is promoting a tree planting project and details of the website will be sent to the clerk. It was suggested that the tree planting project could include the local school children.

(b) Ward Matters for note or inclusion on a future agenda:

- (i) **Beare Green:** (a) Mrs Ryan asked if it was possible to consider having a rural gateway installed at Beare Green. The Clerk will obtain prices and it was agreed that gateways in all wards should be included. County Councillor Clack mentioned that this project should be worked in conjunction with highways, as the gateways were usually installed on Surrey County Council land. (b) The Beare Green emblem is still in need of refurbishment. The Clerk will arrange for

this to be done as soon as possible. (c) Mr Cox mentioned the possibility of upgrading the playground on the recreation ground, and possibly installing a goal or wall for football practice. (d) Mr Cox mentioned the low wall outside the Dukes Head pub which appears to need stabilisation. The Clerk will write to the owners and ask if they could attend to this.

- (ii) **Capel:** (a) Mrs Dale mentioned she had received a response regarding the Pegasus crossing. County Councillor Clack said that this project could be included in a working group and possibly obtain funding from local opportunities. (b) Mrs Schryver mentioned parking along Vicarage Lane from the junction with The Street to Wayside. County Councillor Clack said that a parking strategy is currently being prepared. This could include installing yellow lines around the junction, which are enforceable. It was agreed that this item will be included on the agenda for the next meeting.

18 CORRESPONDENCE:

None.

- 19 Requests for agenda items should be notified to the Clerk one week before the next meeting.**

DATES OF NEXT MEETINGS:

Planning Committee: Monday 7 October 2019 at 7:30pm

Full Council Meeting: Monday 21 October 2019 at 7:30pm

Finance Committee: Monday 11 November 2019 at 7:30pm

All meetings will be held at Capel Parish Hall.