

CAPEL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 18 JUNE 2018 AT 7.30pm IN JOHN VENUS HALL, COLDHARBOUR

PRESENT: Mr Ball, Mr Garber, Mrs Schryver, Mrs Dale, Mr Cox, Mrs Ryan and the Clerk

IN ATTENDANCE: District Councillor Mrs Watson

1 APOLOGIES FOR ABSENCE: Mr McLachlan, Mr Margetts, Mr Salter and District Councillors Mrs Huggins and Mrs Osborne-Patterson

2 TO RECEIVE AND ADOPT MINUTES OF PARISH COUNCIL MEETING ON 21 May 2018: The minutes were adopted and signed by the Chairman.

3 MATTERS ARISING:

(a) Mrs Ryan gave an update on the overhanging trees in Greenfields which were mentioned at the previous meeting (point 7(b)(i)(a) of the minutes). Mrs Ryan had visited the resident's home and taken photographs of the trees which overhang the property to such an extent that one of the elderly residents cannot watch television even though he has a Sky satellite dish which has now been raised as high as possible. The resident and several neighbours have paid a tree surgeon to trim some of the branches but are not able to reduce the height as the trees are not planted on their land. Because of the shadows cast by the trees the light in the house is poor throughout the year making it difficult to read. Mrs Watson said she had raised the matter with the highways department of Surrey County Council as the trees are on SCC land and also with Mole Valley District Council regarding the lack of light. It was decided that the Parish Council should write a letter to the SCC councillor, Mrs Clack.

(b) Mrs Schryver had spoken to the owner of the business affected by the road closure in Capel for SES Water mains replacement (point 7(b)(ii)(a) of the minutes) and advised that the owner awaits a reply from SES regarding compensation for loss of business. The matter will be discussed at a future Parish Council meeting when the reply is received.

4 DECLARATIONS OF INTEREST: None.

5 PUBLIC QUESTIONS: Mrs Watson congratulated the Parish Council on the installation of several dog waste bag dispensers. She had asked for a further dispenser to be installed on the green near Turner House and also in the park. Permission for the installation on the green has been received and permission for the one in the park is awaited.

6 CLERK'S REPORT:

- A supply of weed-suppressing material has now been purchased for the Parish Council allotments on the Recreation Ground to be laid out on unused areas once strimming has been done. Allotment holders are liaising with each other to do this work.
- Ongoing maintenance on overgrown verges and paths continues throughout the Parish. Dog waste dispensers have been installed on Beare Green, Bennetts Green and Capel Recreation Ground. A further site for installation of a dispenser in Beare Green is currently under active consideration.
- Wicksteeds have supplied some ideas for improving the play area for young children on Beare Green for the Parish Council to consider. This matter will be discussed at the next meeting.
- The noticeboards in Beare Green, Capel and Coldharbour are being sanded and re-varnished by Fred Evans and repaired where necessary. Some of the noticeboards are quite old and it is suggested that they be re-varnished on a more regular basis to keep them in good condition, perhaps every two years.

- The noticeboard at the Parish Council's burial ground needs attention. Fred says it is good quality oak, would cost over £1,000 to replace and is well worth saving. The cost of replacing the waterlogged backing, setting the legs in concrete and re-varnishing the whole structure, would be around £200. Once it is refurbished up-to-date information for visitors can be placed on the board, including the recently completed site plan showing where individual graves are to be found. Currently there is an information notice about the Parish Council's burial ground in the church porch placed very high up and difficult to read. This matter will be discussed further at the next meeting.

7 **PLANNING APPLICATIONS:**

MO/2018/0869-CPC/18/030: 152 The Street, Capel. This application to remove an oak tree was discussed at a previous meeting and CPC recommended refusal. Mole Valley's tree officer approved the application, which seemed perverse given the issues identified in his report. It was agreed that a letter be written to Jack Straw at Mole Valley asking for a full and detailed explanation of the process given the lack of supporting evidence for removal of the tree.

MO/2018/0927/CC-CPC18/031: 1 New Close House, Beare Green. This is an application for variation of Condition 2 of approved planning permission MO/2017/1771 for the erection of a part single storey/part two storey side extension, loft conversion and a new garage following demolition of existing garage and store, to allow alterations to the roof. It is noted that Mole Valley's decision to grant planning permission was against the recommendation of the Parish Council having regard to the character and design as set out in the Capel Neighbourhood Development Plan.

MO/2018/0944-CPC18/032: Lime Cottage, Rugge Farm, Capel. This is an application for a Certificate of Lawfulness for the existing use in respect of a barn having been used for non-agricultural commercial storage purposes for in excess of 10 years. The applicant has failed to demonstrate that the barn has been used for non-agricultural purposes for the required period of 10 years and if it is to go ahead they must apply for planning permission.

MO/2018/0889-CPC/018/028: Bregsells Farm, Beare Green. This is a prior notification for change of use of an agricultural barn to 2 dwellings. This was considered at the Planning Committee meeting on 4 June and deferred pending a site visit with the applicant's structural engineer which has not yet taken place. Once the site visit has taken place the matter will be on the agenda for the next meeting.

MO/2017/0953: Auclaye Brickworks. A report will be provided at the next meeting.

Ruby's @ The Hoyle. Mole Valley's enforcement officer is dealing with this matter currently. It was suggested that Mr Andrews be asked to provide to the Parish Council a clear position statement in relation to an application to regularise the planning position in time for the PC's Planning Committee meeting on 2 July.

Hurst, Vicarage Lane, Capel. The Parish Council has written a letter to the Chief Executive asking for details of the owner's address and also whether Mole Valley would be prepared to discuss the option of pursuing a compulsory purchase of the property to enable allocation for residential development.

West Sussex Incinerator. The application is going to Committee. The Parish Council had discussed this previously and concern had been expressed about the road capacity which was considered inadequate given also the extra traffic likely from reopening of the Clockhouse Brickworks.

- 8 **SOLICITORS.** Concern was expressed about the service being offered by Wellers Hedleys. This firm is recommended by SSALC and does work for many other Parish Councils. Capel PC currently has several planning matters being dealt with by them and the service is too slow and causing unnecessary problems for the Parish Council. It was considered that although knowledge of Parish Councils was useful for a solicitor to have, it was more important to employ a firm that had sound knowledge of planning matters and sufficient staff to handle Capel Parish Council's work. It was therefore agreed that other solicitors with planning expertise in the area be approached. It was also agreed that Roger Taylor of Wellers, who had always given good service, be asked to meet with the PC at the Parish Office to discuss recent failures in the handling of individual matters.

- 9 **CAPEL ALLOTMENTS.** Weed suppressing material has been purchased by the Parish Council to be placed on unused allotments once they have been strimmed. This will ensure that the ground is ready for immediate cultivation and encourage new people to take on an allotment. It was suggested

that a meeting of current allotment holders be arranged on a Saturday morning to discuss various proposals for running the allotments and letters will be sent shortly.

10 BRIDLEWAY. Mrs Dale said she was contacting Surrey County Council regarding a safe bridleway crossing on the A24.

11 BOULES COURT. A request had been made for a contribution towards the refurbishment of the Boules Court at Capel recreation ground. It was agreed to make a contribution of £100.

12 REPORTS FROM MEMBERS

(a) Finance: The accounts detailing receipts and payments for the period 21 May to 18 June 2018 were presented for approval and signature. Cheques were signed by two councillors:

ADMIN AND OTHER PAYMENTS

	Net	VAT	Gross
Mrs J Russell – reimbursement allotment polythene	292.18	58.44	350.62
Mrs J Russell – reimbursement postage	62.02		62.02
Mrs J Russell – reimbursement office safe	227.00	45.40	272.40
Treeline – tree works Coldharbour	325.00	65.00	390.00
Burleys – May invoice	807.36	161.47	968.83
Treeline – work @ Rusper Road, Capel	840.00	168.00	1,008.00
Community Heartbeat – paed defib pads	80.95		80.95
Helpdesq	55.27	11.05	66.32
AHS Limited Playbark – Coldharbour	198.00	39.60	237.60
Image Company – 5 x aluminium signs	117.50	23.50	141.00
JRB Enterprises Ltd	637.50	127.50	765.00
Pear Technology – whiteboard of Capel Parish map	150.00	30.00	180.00
Surrey Hills Society subscription	25.00		25.00
Viking stationery	70.58	2.52	73.10
EDF Energy	33.25	1.66	34.91
Helpdesq	95.40	19.08	114.48
Mrs L Bignell salary	863.42		863.42
Mrs J Russell salary	1,372.80		1,372.80
HMRC Income Tax	557.40		557.40
Shaw & Sons – receipts & payments ledger	63.95	12.79	76.74
Fred Evans – work @ Coldharbour, Capel & Beare Green	820.00		820.00
PJM Building – work @ Coldharbour Pavilion	1,255.64	251.13	1,506.77
Image Company – 2 x aluminium signs	53.00	10.60	63.60
S Dixon for L Quirk – hall cleaning	44.54	0.91	45.45
OPUS energy – electricity D/D			
OPUS energy – gas D/D			
Totals	9,047.76	1,028.65	10,076.41

Current Account reconciled 31May 2018 - £46,746.07

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

- (i) Beare Green:** (a) It was reported that the hedge at the roadside by the barns opposite the station needed cutting back, or reducing its height, to improve visibility for traffic at the bend. Mr Garber said he would look at it first because care needs to be taken to retain some height on the hedge in this area. (b) Mrs Watson reported that there is giant hogweed growing by the pond. (c) Mrs Watson has heard back from Highways about the village signs and Mrs Clack has agreed to share the costs with the Parish Council.
- (ii) Capel:** (a) Concern was expressed about the damaged village signs at the turning from Wolves Hill to Rusper Road and it was suggested that the Parish Council arrange for this to be repaired. (b) There was a discussion about the provision of a play area for under 5-year olds

on the recreation ground. (c) There had been previous discussions about extending the path and a request has been received benches to be placed around the recreation ground. It was agreed that this was a good idea and further information about costs would be obtained for discussion at a future meeting.

- (iii) **Coldharbour:** A request for the cost of the installation of new finger-post signs provided by the Surrey Hills AONB had been made to Mr McLachlan in Coldharbour, to replace those which had rotted or fallen down. There was a discussion about where these posts should be placed. Councillors were sympathetic to the request but no decision could be made until further information is received.

13 CORRESPONDENCE:

(i) A letter had been received suggesting more benches on the recreation ground. It was agreed that this was a good idea and further information about costs would be obtained for discussion at a future meeting.

(ii) An email had been received from Surrey County Council about village gateway signs and it was suggested that the Parish Council pursue this matter with SCC.

(iii) SSALC had emailed the Parish Council regarding Remembrance Day Silhouette installation grants which can be applied for from the charity "Remembered" and it was suggested that an application be made.

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

DATES OF NEXT MEETINGS:

Planning Committee: Monday 2 July 2018 at 7.30pm in Capel Parish Hall.

Full Council Meeting: Monday 16 July 2018 at 7.30pm in the John Venus Hall, Coldharbour.

Finance Committee: Monday 10 September 2018 at 8pm in Capel Parish Hall.