

## CAPEL PARISH COUNCIL

### MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 22 JANUARY 2018 AT 7.30pm AT CAPEL PARISH HALL

**PRESENT:** Mr C Ball, Chairman, Mr S McLachlan, Mr P Garber, Mrs A Schryver, Mr L Margetts, Mrs P Dale, Mr D Cox, Mrs L Ryan, and the Clerk.

**IN ATTENDANCE:** Mr Guy Davies, Mole Valley District Council (first part of meeting). District Councillors Mrs Watson and Mrs Huggins, Mr Rosenberg, Mrs F Flammiger and Mrs L Bushnell.

Mr Garber introduced Mr Guy Davies, Mole Valley District Council, who was attending the meeting to speak about *Future Mole Valley - Modest Additions to Rural Villages*.

Mr Davies explained that the purpose of the meeting was to update on progress of the Future Mole Valley Local Plan and to explain two of the preferred options that MVDC will be exploring in more detail. The expansion of one or more rural villages and modest additions to rural villages. He explained the next steps and how the Parish Council can be involved in the planning process.

He suggested that the first option would involve large-scale housing development; and is one of several strategic options on both brownfield and greenfield land that Mole Valley District Council will be investigating. The second option would be applicable to larger or smaller rural villages (those which are inset from the Green Belt or have defined village boundaries). In those cases, the District Council is seeking help from the Parish Council's to identify what might be considered modest in the context of each village, including the number of new houses, their size and tenure, and possible locations.

Capel Parish Council is obviously better placed than many parishes to answer those questions because of the work done for the Neighbourhood Development Plan when a few such sites were put forward at the draft plan stage.

So far as Coldharbour is concerned, neither of these options applies, as Coldharbour does not have a defined village boundary for planning purposes.

Mr Garber thanked Mr Davies for his informative presentation and gave assurance that Capel Parish Council would respond before the deadline of 5 February 2018. Capel Parish Council will be considering the three options for development identified by Mole Valley. The third option which relates to minor expansion of villages, will form the basis of the representation to Mole Valley by the Parish Council. In due course, in line with the advice from Mole Valley, our representation will be in the public domain and available on our web site. This will not be until the summer of 2018. Until then, the submission will be confidential to the Parish Council and Mole Valley District Council.

**1. APOLOGIES FOR ABSENCE:** Mr K Salter, District Councillor Corrinna Osborne-Patterson and Police.

**2. TO RECEIVE AND ADOPT MINUTES OF PARISH COUNCIL MEETING ON 18 December 2017:** The minutes were adopted and signed by the Chairman.

**3. MATTERS ARISING:**

The Chairman said that although the Police had been unable to attend the meeting, he was pleased that they had forwarded the crime statistics for the area and confirmed their continued engagement with the public.

**4. DECLARATIONS OF INTEREST:**

Mr McLaughlin - Europa Oil and Gas, Coldharbour.

**5. PUBLIC QUESTIONS:**

**Europa Oil and Gas, Land off Bury Hill Wood, Coldharbour Lane, Holmwood, RH5 6HN**

Mr Rosenberg told the meeting that there were still concerns regarding Europa's Traffic Management Plan for Coldharbour. LHAG were still working through the plan and it was still not clear if the drilling rig could travel up Coldharbour Lane without causing damage. The 3D analysis was not being provided although the 2D analysis was available. However, this did not demonstrate how the drilling rig would be able to manoeuvre the tight bends in the Lane. There were also concerns regarding Europa's claim to have confirmed parking arrangement with Cobham Services, which has not been substantiated.

Mr Garber confirmed that these issues had been discussed at a meeting, which had taken place in December. A follow-up letter, outlining questions raised had been forwarded by email and letter, but to date no response has been received. There was also evidence of contact with selected residents, which appeared to be devious. These concerns had been reported to Surrey County Council. Mr Garber also confirmed that the Traffic Management was now a separate planning application. An appeal had been submitted but not registered so nothing was proceeding. Surrey County Council will notify the Parish Council as soon as the appeal is registered.

#### **Old Horsham Road, Beare Green**

Mrs Flammiger asked the Parish Council, why, if the annual precept was being increased, the hedges along the Old Horsham Road were not being regularly cut back. Mrs Flammiger said that she had contacted the Parish Council, asking for this work to be actioned, but to date the sight lines were still being obscured.

### **6. CLERK'S REPORT:**

- i. Treeline will start work on the following dates:
  - 32240 Beare Green Recreation Ground – Thursday 1<sup>st</sup> February 10am
  - 32244 Old Horsham Road – Thursday 1<sup>st</sup> February 8am
  - 32243 Newdigate Road – Monday 5<sup>th</sup> March 8am
  - 32241 Horsham Road – Tuesday 6<sup>th</sup> March 8am
  - 32245 Rusper Road – 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup> March 8am
- ii. As work on the Recreation Ground and in Newdigate Road could cause traffic problems, The Weald School has been advised and asked to inform those undertaking the school run that parking could be restricted.
- iii. Councillor Huggins has organised a presentation by the Police and Crime Commissioner on Tuesday 30 January in the Parish Hall. The meeting starts at 7.30pm and all residents are welcome to attend.
- iv. The new floodlights have now been installed on the tennis courts at Capel recreation ground. There was minimal damage to the Recreation Ground and that has all now been reinstated to its original condition.
- v. The new finger post, to be located at the corner of Old Barn Drive, indicating the Recreation Ground has been ordered.
- vi. The new low-level sensor lights are being installed outside Capel Memorial Hall on 1 February.
- vii. SES Water have given notification of the closure of the centre of Capel Village from the end of January for 13 weeks. Councillor Mary Huggins will be speaking to SES on Monday 22 January to discuss this. There will be problems with access, parking, and buses and small businesses are likely to suffer during this period.

The closure of The Street, Capel was discussed. Mrs Schryver confirmed that she had spoken to SES Water and given assurance that there would not be a total closure of the area from Mortimer Road to Clarks Green roundabout. It was agreed that the information posted by SES Water was misleading. The Clerk will ask for the sign, advising the total closure of The Street to be removed until accurate information has been received.

### **7. PLANNING APPLICATIONS:**

- i. **CPC/17/007 - Surrey Hills Hotel, Horsham Road, Beare Green.** This application is still to be submitted to Mole Valley District Council for planning approval. Mr Garber told the committee that in 2013 permission was given for an alternative access, agreed by the Parish Council. A revised easement for access will be discussed and the developers have already agreed to meet the Parish Council's legal costs. A provisional start to the development is August 2018, subject to planning permission.
- ii. **CPC/17/008 - Ruby's Café, Holye Hill, Horsham Road, Beare Green.** The Parish Council has sent three letters to the owners who have failed to respond to any of the matters raised. This was discussed, and Councillor Margetts agreed he would visit the café and ask if steps to register for planning permission were being progressed. It was unanimously agreed that the Parish Council wanted to support local enterprise, but the proper steps needed to be followed.
- iii. **MO/2017/2194 – CPC/18/005 – Hill House Farm, Misbrooks Green Road, Capel, RH5 4QQ.** This is an application under the Hedgerow Regulations, and should not be confused with planning. As the regulations do not require approval, approval was given by the Tree Officer. It was agreed that the words on the decision notice "No Objection" gives a misleading position, as considerable

local objection had been registered. The Clerk will write to Mole Valley District Council indicating that more appropriate wording on the decision notice would have been “no comment”.

- iv. **MO/2017/2198 – CPC/18/007 – Hill House Farm, Misbrooks Green Road, Capel, RH5 4QQ.** The Parish Council was informed that the previously registered application, for the formation of a car park, has now been amended to incorporate the hedgerow removal, having regard to the Parish Council’s objections and those of residents. The Parish Council will now respond to Mole Valley District Council, re-enforcing its position in relation to the loss of the hedge. Access via the removed hedgerow would require blocking up the existing access to Hill Top Farm.
- v. **MO/2017/2123 – CPC/18/010 – 14 Beare Green Cottages, Horsham Road, Beare Green RH5 4PE.** This is a planning application for the erection of a single-storey side and rear extension. It was agreed that as this property was at the end of line of semi-detached cottages, the proposed extension would not be harmful to other properties nor the relationship with the cottages to the Recreation Ground. The property is set back from the frontage and would not have any adverse impact upon the character. The NDP policies were highlighted and agreed that policy CA-ESDQ1 conforms as the extension would not impact upon the open space, namely the Recreation Ground, CA-ESDQ3 relates well to the surroundings, CA-ESDQ4 ensures the style of extension is appropriate and CA-BGP01 ensure the extension and alteration has regard to the proximity and privacy of neighbouring dwellings. The Parish Council therefore recommended the planning application be approved.
- vi. **Ibstock Brickworks – 3 Kettle Cottages, Newdigate Road, Beare Green.** The owner of the cottage has complained to the Parish Council regarding the out-of-hours activity by operatives at the brickworks. He has been advised to monitor the work start times at weekends, which appears to be against the planning conditions. He should inform Surrey County Council and the Enforcement Team at Mole Valley regarding this adverse environmental impact.

#### 8. PARISH WARDENS:

District Councillor Watson confirmed that she had discussed this with the Mole Valley Enforcement Team and the structure was currently being review and the matter would be taken forward. Mole Valley is aware that Horsham District Council have achieved incorporating Parish Wardens and will be looking at their arrangements.

#### 9. REPORTS FROM MEMBERS

##### Finance:

- (a) The accounts detailing receipts and payments were presented for approval and signature. Cheques were signed by two councillors. The monthly budget analysis was presented to the Parish Council with the figures agreed for the precept request for 2018/19. The precept figure for the coming financial year has been increased by 2%, at a total of £97,135. As approval has been received from all Councillors, the figure will be posted on the Parish Council website together with a pie-chart giving sums of each budget.

##### RECEIPTS

Hall Hire £70.00

Total **£70.00**

##### ADMIN AND OTHER PAYMENTS

	Net	VAT	Gross
Helpdesq	50.60	10.14	60.83
S Dixon for L Quirk	40.00		40.00
Mrs L Bignell	191.24		191.24
Mrs J Russell Salary & Mileage	1407.80		1407.80
HMRC Income Tax	391.00		391.00
Viking	63.30	12.66	75.96
Helpdesq	43.01	8.60	51.61
Mrs J Russell reimbursement	19.91	2.99	22.90
Mrs M Schryver – reissue of cheque	55.00		55.00
G Burley and Sons	787.67	157.53	945.20
Helpdesq	51.75	10.35	62.10
BT DD	20.50	4.10	24.60
OPUS Energy Gas DD	159.04	7.95	166.99
OPUS Energy Electricity DD	22.79	1.14	23.93
<b>TOTAL</b>	<b>£3,251.95</b>	<b>205.11</b>	<b>£3,457.06</b>

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

- i. **Bear Green:** (a) District Councillor Watson spoke about the on-going issues with flooding at Willow Close during periods of heavy rain. She confirmed that Mount Green Housing Association have cleared their ditches and Surrey County Council have been out to reinstate a collapsed ditch. Surrey County Council will undertake to look at all issues, talk to all parties involved and further action will then be taken.
- ii. **Capel:** (a) Mrs Schryver asked the Council to consider the possibility of installing drinking water fountains near parish sports pavilions. This is a topic that is very much in the public domain now, due to the amount of plastic that is used. (b) Capel Guides had contacted the Parish Council asking for permission to plant poppy seeds to observe the WW1 centenary. The seeds will be sown in the spring, along the grass verge next to The Street outside the Memorial Hall. All Councillors agreed this would be appropriate and the Clerk will contact Capel Guides. (c) The alterations to the current lease for the Capel Sports pavilion is still outstanding. The Clerk will contact the Solicitors and keep Mr Margetts informed.
- iii. **Coldharbour:** (a) The bench outside The Plough is still work in progress. (b) Mr McLachlan confirmed that he has applied to for the current vacancy to join Surrey ALC Ltd as a Director. (c) Mr McLachlan spoke about replacing the stolen Coldharbour Cricket generator. A mains power generator would cost £60,000 and he was not convinced that grants would be available. It has since been agreed that solar power would be a more cost-effective option, which would cost £20,000. It could be possible to raise £10,000 from local residents and groups but it was hoped that a donation for the remainder could be obtained from the Parish Council. As this is such a huge sum, this is to be included on the agenda for discussion at the February meeting. In the meantime, Mr McLachlan will make applications for donations and grants from other sources. However, it seemed reasonable to match fund the donation of £5,000 promised to Capel Sports pavilion.

**15 CORRESPONDENCE:**

The draft response to the call for green field land, to be forwarded to Guy Davies at Mole Valley District Council, will be circulated to all councillors tomorrow. There was an urgent need for this response to be agreed, so all Councillors were asked to respond to Mr Garber, without delay.

**Any requests for agenda items should be notified to the Clerk one week before the next meeting.**

**DATES OF NEXT MEETINGS:**

**Planning Committee: 5 February 2018 at 7.30pm**  
**Parish Council Meeting: 19 February 2018 at 7.30pm**  
**Finance Committee: 14 May 2018 at 8.00pm**

**All meetings will be held in Capel Parish Hall unless otherwise stated.**