

## CAPEL PARISH COUNCIL

### **040. MINUTES OF THE PARISH COUNCIL MEETING held on Monday December 15th 2014 in the Committee Room, Capel Village Hall**

**041. PRESENT:** Mrs A Schryver (Chairman), Mr S McLachlan, Mrs J Pearson, Mr P Garber, Mr K Salter, Mr D Cox, Mrs M Watson, Mr C Ball, Mrs P Dale and Mrs Coke the Clerk.

**042. APOLOGIES FOR ABSENCE:** Cllrs. Huggins, Osborne – Patterson and Clack

**043. ALSO IN ATTENDANCE:** Cllr V Homewood and two members of the public. PCSO Booker was in attendance for part of the meeting

**DECLARATION OF INTEREST:** None

**044. THE MINUTES:** Minutes of the meeting on November 17<sup>th</sup> 2014 were adopted by the Council and signed as a correct record.

**045. MATTERS ARISING:** (i) The further information requested for MO/2014/1585 and MO/2014/1531 had not been received. The Clerk to pursue MVDC planning for this.  
(ii) Members expressed disappointment at the MVDC decision to grant permission for MO/ 2014/1650 – Brooklands dormer windows and MO/2014/1493 – solar panels at 2, Taylors Gate.

**PUBLIC QUESTIONS:** Judith Wright and Freddy Mills (Markham Road) reported that the CPR Dispersal Order issued to control the youth problems in Carterdale / Markham Road was working well. It was confirmed that the Order would continue until the problem ceased.

The Clerk to contact Circle Housing to establish whether a secondary fence might be erected in front of / behind the existing Carterdale / Markham Road fence to provide a more effective boundary between the two.

Cllr Huggins to pursue this & PCSO Booker to progress setting up a neighbourhood Watch in that area.

### **045a POLICE MATTERS**

Statistics: 17.11.14 to 14.12 14 Total of 9 Notifiable Crimes. **Capel** – 3 offences:

1x Assault & Battery, Coles Lane; 1 x Theft of stone caps from brick pillars in Temple lane; 1 x Harassment by neighbour – Laundry Way

**Beare Green** - 11 Offences: 1 x unfit to drive due to alcohol / drugs – A24. 4 x Make off without payment, service station.

**Coldharbour**- 3 offences

**045b MINUTES OF PLANNING COMMITTEE:** Minutes of the Planning Committee 01.12.14 were received and adopted by the Council.

**045c PLANNING APPLICATIONS:** Applications listed below include those considered and recommended to the Council by the Planning Committee 01.12.14 and at this meeting.



**Application Ref:** MO/2014/1638/PLAH      **Date:** 10-Nov-2014

**Case Officer:** Mr Rob Brereton

**Ward:** Beare Green      **PSH/Area:** Capel

**Applicant:** Mr T Smith

**Location:** North Barn, Crackerbarrel Farm, Horsham Road, Beare Green, Dorking, Surrey, RH5 4PQ

**Proposal:** Modification to existing planning permission for garage to include external oak staircase and catslide roof to rear.

**Decision:** The Parish Council have no objection to the proposed development.

**Application Ref:** MO/2014/1722/PLAH      **Date:** 17-Nov-2014

**Case Officer:** Mrs Cindy Blythe

**Ward:** Beare Green, Holmwoods, Within 20m of Beare Green Ward, Within 20m of Holmwoods Ward      **PSH/Area:** Capel, Holmwood, Within 20m of Capel Parish, Within 20m of Holmwood Parish

**Applicant:** Mr J Pearce

**Location:** Grandon Lodge, Horsham Road, South Holmwood, Dorking, Surrey, RH5 4LT

**Proposal:** Erection of a detached double garage.

**Decision:** The Parish Council have considered the application and while it has no objection in principle to the garage structure as proposed, the Council objects to the application and recommends refusal of planning permission. The Parish Council objections are two fold. Firstly, given the sensitive location and the design of Grandon Lodge and nearby dwellings it is considered that the proposal is utilitarian and has little or no regard to the need for this structure to take into account the general environment in which it will sit.

The second objection the Parish Council has is in relation to its location which is significantly away from Grandon Lodge and as such the Parish Council believes that it would be a more appropriate location in proximity to the Lodge and its access.

This consideration will address, in part, the concerns of the Parish Council as set out in relation to design and impact.

**Application Ref:** MO/2014/1446/PLAH                      **Date:** 07-Nov-2014  
**Case Officer:** Mrs Cindy Blythe  
**Ward:** Leith Hill                                              **PSH/Area:** Capel  
**Applicant:** Mr M Taylor  
**Location:** Kitlands Farmhouse, Anstie Lane, Coldharbour, Dorking, Surrey, RH5 6HQ  
**Proposal:** Erection of single storey office extension following demolition of derelict shed/barn.  
**Decision:** The Parish Council have considered the application and confirm that it has no objection to the proposal and that planning permission should be granted.

**Application Ref:** MO/2014/1690/PLAH                      **Date:** 10-Nov-2014  
**Case Officer:** Mrs H Clarke  
**Ward:** Leith Hill                                              **PSH/Area:** Capel  
**Applicant:** Mr I Simkins  
**Location:** Wildwood, Broomehall Road, Coldharbour, Dorking, Surrey, RH5 6HF  
**Proposal:** Erect detached garage, store and mezzanine home office.  
**Decision:** The Parish Council has considered the proposed application for the garage, store and mezzanine home office and recommends that planning permission should be refused.  
The Parish Council objects firstly in relation to the proposed elevation which will not be in context with the house and its surroundings. Furthermore, having arage to Drawing No.9520EM4, which purports to show the election against the house (albeit in relation to scale) this drawing gives a wholly inaccurate and misleading impression and should be disregarded in the consideration of the proposal.  
The second objection of the Parish Council is that the home office is detached and unrelated to the dwelling. It is, therefore, inappropriate in that regard. The Parish Council believes that there is a significant prospect that, in due course, there is a strong likelihood this could be wholly unrelated to the dwelling.

**Application Ref:** MO/2014/1697/PLAH                      **Date:** 25-Nov-2014  
**Case Officer:** Mr Rob Brereton  
**Ward:** Beare Green                                              **PSH/Area:** Capel  
**Applicant:** Mr L Whittingham  
**Location:** Meadowland, Horsham Road, Beare Green, Dorking, Surrey, RH5 4QU  
**Proposal:** Erection of front boundary wall, railings and gates.  
**Decision:** Cllrs. consider the plans acceptable, that they would improve what is already there and would give the pavement back. No objection.

**Application Ref:** MO/2014/1754/LBC                      **Date:** 21-Nov-2014  
**Case Officer:** Mr P Mills  
**Ward:** Leith Hill                                              **PSH/Area:** Capel  
**Applicant:** Mr & Mrs Ackermann  
**Location:** 2 Broome Hall, Broomehall Road, Coldharbour, Dorking, Surrey, RH5 6HJ  
**Proposal:** Internal alterations including relocating kitchen to sitting room, converting existing kitchen into utility room and ground floor w.c., refurbishment to master bathroom and provision of 2 new bathrooms at first and second floor.  
**Decision:** The internal alterations are sensible and make good use of space and will not have any adverse impact on the external appearance of the building.  
Cllrs. have no objection to the plans

**Application Ref:** MO/2014/1734/PLAH                      **Date:** 25-Nov-2014  
**Case Officer:** Mrs Cindy Blythe  
**Ward:** Oakwood, Within 20m of Capel, Leigh & Newdigate                      **PSH/Area:** Ockley, Within 20m of Capel Parish  
**Applicant:** Mrs J Thompson  
**Location:** Stylehurst, Weare Street, Capel, Dorking, Surrey, RH5 5JD  
**Proposal:** Retrospective application for a 1.98 metre high fence to close off an unused access.  
**Decision:** No objection to the unused access being closed off, but Cllrs consider that the fencing is out of keeping and consider a temporary fence should be erected in place of the current fence with new hedgerow in front (the temporary fence being removed over time.  
Cllrs. understand there are issues regarding ownership of the land on which the posts shown to the front of the verge have been erected and consider that the applicant may not have been entitled to erect these.

**Application Ref:** MO/2014/1799/PLAH                      **Date:** 01-Dec-2014  
**Case Officer:** Mr Rob Brereton  
**Ward:** Beare Green, Within 20m of Capel, Leigh & Newdigate                      **PSH/Area:** Capel, Within 20m of Newdigate Parish  
**Applicant:** Mr J Hanna  
**Location:** 6 Henfold Cottages, Henfold Lane, Beare Green, Dorking, Surrey, RH5 5AG  
**Proposal:** Erection of single storey front extension. Alterations to rear fenestration and roof lights associated with approval MO/2007/1007.  
**Decision:** No objection .

**045d EUROPA OIL AND GAS APPEAL** – Response had been circulated to members on submission to PINS on 05.12.14. Hard copies circulated.

**045e BROOK COTTAGE** – Copies of the notes taken at a meeting between Mark Cherrington (Mr Cunningham’s agent) the four Capel Ward members and the Clerk on 03.12.14 to discuss pre development plans for the Brook Cottage site had been circulated. The meeting had considered:-

The current situation re the Housing and Traveller site Plan; the current situation with the squatters; the housing need; the type of houses (bungalows and good quality houses making good use of the topography of the land). A total of 9 market dwellings inclusive of 4 affordable or stair cased properties was proposed. Access would be through the frontage tree areas, with the development being linear and following the tree line.

**045f RESPONSE TO CONSULTATION DOCUMENT ON GATWICK AIRPORT SECOND RUNWAY.**

- (i) Notes taken at the additional meeting of the Planning Committee on 09.12.14 had been circulated and would be published in the January 2015 edition of the Capel & Beare Green magazine.
- (ii) Details would be reported back by those attending the meeting with Howard Davis on 16<sup>th</sup> Dec. '14.
- (iii) CPC formal response would be ready for approval at the meeting of the full Council on Monday 19<sup>th</sup> January 2015.
- (iv) Information received in letters to residents from Hannah Staunton Head of Community Engagement Gatwick Airport and Stewart Wingate, CEO Gatwick Airport was also considered.
- (v) It is important that information on the Crawley NE Sector development is included in the CPC response.
- (vi) Details of how to respond were given.
- (vii) It was hoped that a satisfactory method of disseminating all the information available for residents to make their own informed response would be decided upon. (mail drop to all households and / or use of website.)

**046A FINANCE**

1) **Payments and Receipts for December 2014** Cheques and accounts were agreed signed, adopted and authorised for payment.

(Payments were made on December 15<sup>th</sup> except where otherwise stated)

**PAYMENTS**

Payable to:	£	VAT
Clerk’s salary (mnth 09) salary + car +miles	856.60	
HMRC payee only (mnth 09)	67.80	
Burleys (Nov grass)	600.75	120.15
Burleys (BG Hall grass)	159.18	31.84
Hedleys (research+ correspondence re Pavilion lease & Bonfire Field)	227.00	43.00
EDF Bowls pavilion	36.75	1.84

Image Company (Gatwick leaflets +bound runway booklet)	80.00	
Jane Roberts Ltd (payroll preparation July – December)	60.00	
P Cooke (bank reconciliations Oct/Nov)	70.00	
P Garber(return travel to Hof C 09.12.14)	64.00	
Capel & BG magazine (annual donation)	100.00	
St Mary Mag. Magazine (annual donation)	90.00	
Capel Evergreens (annual donation)	80.00	
Merebank Over 60's (annual donation)	80.00	
BGCA (Corniche builders Project OverHall) 01.12.14	36,267.79	
BGCA (MVDC Building Control) 01.12.14	950.00	
BGCA (Corniche builders Project OverHall)	37,910.58	
BGCA (BPG architects) Project OverHall	2,400.00	
D/D BT Quarterly phone (23.12.14)	95.44	19.08
Clay Griffin (Bowls Pavilion& stile repair)	475.00	
	<b>80,703.89</b>	215.91
	80,919.80	

<b>RECEIPTS</b>		
P. Brant interment	350.00	
C/H Sports & Social repay for maintenance	250.00	
Total	600.00	

**Statement Balances (unreconciled) at December 15<sup>th</sup> 2014**

<b>Current Account</b>	211,112.75
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(ii) Minutes of the Finance Committee 24.11.14 were received and signed.

(iii) Although presented as a balanced budget the Draft Budget was rejected by the Council. In order to make the budget balance the amount allocated for Parish Maintenance had been reduced to £14,455 whereas budget monitoring at 31.10.14 showed a spend of £11,554. It was considered that £15,000 would be a more appropriate figure to allocate for 2015 / 16 meaning that a rise in precept was indicated. This was to be referred back to the Finance Committee for consideration in January '15

(iv) Financial Risk Assessment – had been conducted on 03.12.14. Members asked for individual copies to be circulated as there was only one copy available at the meeting. To be referred to the Finance Committee meeting 05.01.14 with copies issued in advance.

#### **046B WARD MATTERS- Beare Green**

**Beare Green** (i) Project OverHall – Work on the next building phase is progressing. As per Statement of Accounts for December '14 value of grants received by BGCA from CPC = **£87,129.15**. Available funds remaining from the £200,000 at 31.12.14 stands at **£112,870.85**

(ii) Cllr request to have accounts presented by spend per Ward

(iii) MVDC Enforcement Officer to be approached regarding the excessive earth works at Crackerbarrel Farm.

**Capel:** (i) Capel Youth Club has signed off the building to the PC. A cost should be available by Jan. 2015 for conversion to a Parish Office and Parish Hall with Disabled Toilets. (ii) Colorsport Ltd (The Old Sawmill, Rusper Road) The property is to be converted from office to residential accommodation. A suitable charge for amending the existing deed of easement was suggested at £5,000 per property. The Clerk to inform Hedleys Solicitors

**Coldharbour:** (i) Reminder that residents should decide whether they are interested in new / additional play equipment so that if necessary an application can be made to the London Marathon Trust in August '15. (ii) Cllr. request to investigate maps from Pear Technology.

#### **046C PARISH AND HIGHWAYS MAINTENANCE**

##### **Parish Maintenance**

**The gully at the end of Moorhurst Lane.** Part of the pavement has collapsed into the gully & needs clearing + debris to be removed from site. Most of the damage is on PC verge and edge of the PC pond. Sides of gully to be built up with sand bags (concrete) The ditch against the southern carriageway which the gully feeds into will need investigating. Clay Griffin & Fred Evans with digger have undertaken the emergency work, with, hopefully, Highways tarmacking over.

##### **Highways Matters**

1) **Flooding ditch in Vicarage Lane.** - Highways have verbally agreed that now the neighbours do not object to an obstructing Oak being felled they will progress with draining the ditch. Freezing of the ditch, road and pavement at this point resulted in a recent car accident subsequently reported to Highways 2) **Project Horizon** has been updated with resurfacing to Newdigate Road scheduled for 2015 /16. There is no mention of Rusper Road which was to be resurfaced during the same financial year.

## **047 CORRESPONDENCE**

December 16<sup>th</sup> 2014 Airports Commission Public Drop in session available to anyone wishing to attend from 6- 8pm . There is no need to have a ticket. The main meeting during the day is by ticket only as capacity is limited and demand huge. The commission is publishing a full transcript on their website. Everyone is invited to attend the 6 till 8.00pm session at the Longley Suite, Arora Hotel, Southgate Avenue, Crawley, West Sussex, RH10 6LW (parking available at the hotel on first come first served basis)

January 5<sup>th</sup> 2015 - Responses to CAA re PRNAV required

January 21<sup>st</sup> 2015 – Response to Europa Oil application MO/2014/1006/SCC/SCC Ref 2014/0082

February 3<sup>rd</sup> 2015 - Responses to Airports Commission public consultation into airport expansion(whether a new runway should be at Heathrow or Gatwick)

1. SCC Local Transport Review – Have your say at [surreycc.gov.uk/transportreview](http://surreycc.gov.uk/transportreview) by Jan 14<sup>th</sup> 2015

2. Surrey Playing Fields report of the trustees and Financial Statements

3. Receipt of Playgrounds inspection 22/11/14

4. GACC '2<sup>nd</sup> runway bad for business'

5. Action Surrey, Green Deal Home Improvement Fund (GDHIF) 2 Details

## **048. URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR NOTE OR INCLUSION ON A FUTURE AGENDA – Parish Website**

**049. DATE OF NEXT MEETING:** The next meeting of the full Council is on Monday 19<sup>th</sup> January 2015 at 7.30pm in the Committee Room at Capel Village Memorial Hall.

The Planning Committee meets on Monday 5<sup>th</sup> January 2015 at 7.30pm in the Committee Room at Capel Village Hall. A short meeting of the Finance Committee will follow on from this (approx. 8.45pm)