

CAPEL PARISH COUNCIL

100. MINUTES OF THE MEETING held on Monday 17th September 2012 in John Venus Hall, Coldharbour

101. PRESENT: Mrs Schryver (Chairman), Mr Dale, Mr McLachlan, Mr Salter, Mr Roche, Mr Cox and Mrs Coke the Clerk.

102. APOLOGIES FOR ABSENCE: Mr Garber, Mrs Pearson. Cllr. Murdoch, Cllr.Osborne-Patterson and Cllr Homewood had also offered apologies

103.ALSO IN ATTENDANCE: Cllr. Mir. PC Simon Cox was also in attendance for part of the meeting.

DECLARATION OF INTEREST: None

104. THE MINUTES: Minutes of the meeting on August 20th 2012 were agreed and signed as a correct record.

105. MATTERS ARISING: Min Ref./096D- Capel Post Office would be opening as a Post Office Local service as from October 9th 2012 but would remain closed until that time.

105a POLICE MATTERS: PC Simon Cox , Dorking Rural East and West..

Crime figures 20.08.12 to 17.09.12: Total of 6 Notifiable Crimes

Capel: 1 x Burglary – Copper cabling Capel Primary Substation; 1 x Theft copper cabling UK Power Networks; 1 x Criminal Damage

Beare Green: 1x Assault; 1 x Theft – make off without payment Leith Hill Service Station; 1 x Drug related incident ongoing.

Neighbourhood Issues: MV/12/3407 Squatters at Hurst, Capel. Police unable to take action as the owner had given permission for the squatters to stay.

PUBLIC QUESTIONS

None

105b. MINUTES OF PLANNING COMMITTEE 03.09.'12 were received and adopted by the Council.

105c PLANNING APPLICATIONS

Applications listed below include those considered and recommended to the Council by the Planning Committee 03.09.12 and at this meeting.

Application No.: MO/2012/1118/PLAH **Date:** 16-Aug-2012
Case Officer: Mrs Helen Rennie
Ward: Capel, Leigh & Newdigate, **PSH/Area:** Capel, Within 20m of
Within 20m of Oakwood Ockley Parish
Ward
Applicant: Mr & Mrs Cottis
Location: The Gardens, Grenehurst Park, Capel, Dorking, Surrey, RH5
5JH
Proposal: Erection of 3 No. dormer windows and porch to front elevation.
Response: Councillors consider these proposals to be an improvement on
the existing and they support the application.

Application No.: MO/2012/1128/TFC **Date:** 16-Aug-2012
Case Officer: Mr Ron Howe
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr R McKnight
Location: 20, Bakers Way, Capel, Dorking, Surrey, RH5 5JS
Proposal: Remove one unspecified tree.
Response: No details had been provided about the tree, its state or variety.
(Planning Meeting 03.09). On inspection the tree appeared to be
a Crack Willow, which although in good health is positioned
outside the applicant's garden but obstructing his garden fence.
Councillors have no objection to the removal of the tree and its
roots.

Application No.: MO/2012/1162/PLA **Date:** 20-Aug-2012
Case Officer: Mrs H Clarke
Ward: Leith Hill, Within 20m of **PSH/Area:** Capel
Beare Green Ward
Applicant: Mr & Mrs M Koivistoinen
Location: Rose Cottage, Anstie Lane, Coldharbour, Dorking, Surrey, RH5
4LP
Proposal: Erection of single storey rear extension and front porch.
Response: Councillors consider these proposals to be an improvement on
the existing building and support the application.

Application No.: MO/2012/1190/CC **Date:** 03-Sep-2012
Case Officer: Miss Caroline Spencer
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr T Parkes
Location: 19, Anstiebury Close, Beare Green, Dorking, Surrey, RH5 4RE
Proposal: Removal of Condition 10 of Planning Permission MO/1981/0768 to allow conversion of garage into habitable accommodation.
Response: No objection.

Application No.: MO/2012/1202/PLA **Date:** 06-Sep-2012
Case Officer: Miss Caroline Spencer
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr D Lloyd, Beare Green Village Hall Committee
Location: Beare Green Village Hall, Merebank, Beare Green, Dorking, Surrey, RH5 4RD
Proposal: Erection of single storey extension to south and southwest elevations, and an upper storey extension over existing kitchen and stores. Improvements to car park and various internal alterations.
Response: Deferred to planning meeting 01.10.12

106A. ADOPTION OF THE CODE OF CONDUCT 2012

The amended Code of Conduct had been circulated and it was agreed that it should be adopted as it stood.

106B FINANCE

(1) Minutes of the Finance Committee meeting 12.09.12 had been circulated and were adopted. A Budget shortfall of £6,238 at 31.08.12 was attributed to Consultancy fees incurred during the Europa Oil Inquiry and regular playground maintenance. There was likely to be a shortfall in the Parish Maintenance budget and there would be the additional cost of planting the Diamond Jubilee Elm Trees

(ii) The External Audit 2012 had been concluded on 25th July 2012.

BDO had incorrectly identified a misposted sum of £250 as undisclosed income.

(iii) Allocation of Easement income.- councillors agreed that all revenue derived from easements should be paid into the PC's central fund and be distributed to projects in the three wards according to need and as decided by Councillors at the time

(iv) Other projects for consideration in addition to Project OverHall were the re- furbishment of Capel Playground and provision of a Parish Office both of which could be largely financed by grant aid.

(v) BT's PR agency had re allocated £300 from a fund for the 'BT infinity celebration' to PC funds. It was agreed this could be used for the installation of internet access in the JV Hall, Coldharbour and the Village Hall, Capel.
(vi) Cllr Clack to be approached for a grant towards the £630.00 required for the purchase and planting of 5 Disease resistant Elm trees to mark the Queen's Diamond Jubilee.

106C GATWICK CONSULTATION – PR-NAV Departure SID Implementation at LGWF

Further research by the PC is required into whether the new PR-NAV is in the middle of the Noise Preferential Route and whether the government will be redesigning NPR's.

Cllrs Schryver and McLachlan to discuss a response with Cllr Garber.
Cllr Salter to ask a BA acquaintance for information

106D PLANTING DIAMOND JUBILEE ELM TREES

It was agreed that the trees be planted with plastic water pipes to allow for ease of watering and that suitable plaques be placed indicating the trees were planted in commemoration of the Queens' Diamond Jubilee. Cllr. Clack to be approached for possible Local Committee funding. Planting to take place late November.

106E HIGHWAYS MATTERS

1. Details of SCC's Offer to Parish & Town Councils as part of highways localism, had been received and circulated as well as the SCC Countryside Services Offer. These were to be discussed at the SCAPTC AGM presentations on 27.9.12. (copy kept on file)
2. Legal, insurance, Enforcement and financial issues needed to be considered. The scheme needed careful costing. Councillors were against raising the precept to cover the cost.
3. Much of Coldharbour is owned and maintained by the NT

106F WARD MATTERS

Bear Green: (i) Highways had indicated that they intend to install wooden posts in the grass verge at the intersection of Old Horsham Road and Oakdene Cottages to prevent further damage to the verge. Capel: 1) FP 190 – Countryside Access had indicated they would walk the path and report back any findings 2). Capel Burial Ground – The PC Burial Ground is now full and all further coffin burials will be carried out in the Church Graveyard. The Vicar and Church Wardens will be managing these in future and the church will receive the income. The PC will continue to manage its own Burial Ground and will receive income from Ashes Burials and any memorials not yet instated. This will result in a noticeable reduction in Burials Income for the PC. 3) Mr Hamlin of 178 The Street, Capel has installed a 3ft 6" gate in the gap of the common land hedge to the front of his property in order to secure a visiting friend's dog and deter opportunist burglars. The gate is kept unlocked. The PC to write and say this is contrary to common land policy and that the PC cannot give permission. However, if the gate is kept unlocked and there is public access there is little that can be done.

Coldharbour: 1).The Forestry Commission continues to fell the trees in the area where the Oil site would be and Badger sets are now empty. However this is a forestry industry and harvesting the trees is happening throughout the area.

2) The whole of the hedge round the JV Hall requires cutting.

3) The Coldharbour Cricket Pavilion would require some refurbishment before the end of 2012.

106G BRIEFING FROM CHIEF CONSTABLE & SURREY POLICE AUTHORITY

Elections will be held on November 15th 2012 to choose Police and Crime Commissioners who will replace Police Authorities currently in charge of 41 forces in England and Wales.

Electoral Registration Forms will be delivered to homes shortly.

Lyn Owens, the Chief Constable of Surrey would address a meeting on the subject on 18th September at Pippbrook, Dorking.

106H PARISH MAINTENANCE

Allotments

1) Tree Pruning will take place on September 27th

2) A letter to be sent to all allotment holders asking that allotments be kept free of weeds and cultivated. Currently many are badly overgrown and not cropped.

107 CORRESPONDENCE

Dates

Thursday 27th September: Countryside Access Team AGM – Steve Mitchell giving a talk on ‘Rights of Way & Local Council Involvement’ Dorking Halls 9.15 – 13.00.+ SCAPTC AGM _ Jason Russell on SCC Localism Offer.

W/B Monday October 15th : Result of Europa Inquiry expected

Thursday 18th October: Dorking Rural Highways Forum, Newdigate. 10.00am till 12.00 noon

Wednesday 24th October: Parishes Forum – Betchworth evening meeting.- to include presentation on Council Tax Support Consultation.

Friday 9th November 7.30pm GACC AGM- Gatwick Manor Hotel

Tuesday 20th November: Parish and other Local Organisations Working Group, 9.30 – 12.30 West Horsley Village Hall – full details nearer time. Being run by Francesca Dennis from County Hall

1.Dorking Transport Survey 2011 & Buses 4U timetables for Mole Valley Villager from 3rd September.

2. Council Tax Support Consultation 7th September to 30th November 2012 complete on line at www.molevalley.gov.uk council tax support consultation

3.GAAC Newsletter- September 2012.

4. Jason Russell - Ass. Director SCC Highways. Highways Service Localism Offer.

108 URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR INCLUSION ON A FUTURE AGENDA. None

109 PAYMENTS AND RECEIPTS FOR SEPTEMBER 2012**(Payments were made on September 17th 2012 except where otherwise stated)****PAYMENTS**

Payable to:	£	VAT
Mrs JM Coke (Clerk's salary Min.046G'09 +ess. car + mileage)	853.63	
HM Revenue & Customs (NI + PAYE mnth 6)	101.60	
BT Business (quarterly telephone)DD 24/09/12	89.29	17.85
W Attridge (Naturescapes) Burial Ground + Misbrooks maintenance July to Sept)	590.00	
Shaw & Sons Receipts & payments book	56.48	11.30
Clay Griffin: Bowls Club + footpath clearance	210.00	
Burleys – (grass cutting in August)	577.42	115.48
Rob Jochimsen Hedge cutting Rec, Mortimer Rd, allotments, Misbrook's Green Rd as per quote	635.00	127.00
EDF Bowls Club quarterly pd 5/9/12	22.04	1.10
100 x 2 nd class stamps	50.00	
SALC Clerk's Networking Day 9.11.12	50.00	10.00
Total	3,235.46	282.73
	3,518.19	

RECEIPTS

Total	Nil	
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Statement Balances (unreconciled) at September 17th 2012

Current Account	8,136.46
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Payments and Receipts were adopted as an accurate record.

110. DATE OF NEXT MEETING: THE NEXT MEETING OF THE FULL COUNCIL IS ON MONDAY OCTOBER 15TH IN THE COMMITTEE ROOM AT CAPEL VILLAGE HALL. The Planning Committee meets on Monday 1st October 2012 at 7.30pm in the Committee Room at Capel Village Memorial Hall.