

## CAPEL PARISH COUNCIL

### MINUTES OF THE FULL PARISH COUNCIL MEETING HELD REMOTELY ON MONDAY 15 MARCH 2021 AT 7.30pm

**PRESENT:** Mr Ball, Mr McLachlan, Mrs Dale, Mrs Schryver, Mr Garber, Mr Salter, Mr Ashwood, Mrs Ryan and the Clerk.

In Attendance: District Councillor Mary Huggins. PCSOs James Weston and Dylan Narendra. Mr Richard Rudd.

- 1. APOLOGIES FOR ABSENCE:** Mr Cox, District Councillors Caroline Salmon and Lesley Bushnell. County Councillor Helyn Clack.

The Chairman agreed that agenda item **(9) Crime Statistics** should be addressed first, as the attending PCSOs had a further engagement. The Crime Statistics had been circulated to all attendees prior to the meeting, and PCSO Narendra gave further information on the incidents.

Mr McLachlan mentioned Wolvens Lane, Coldharbour regarding the temporary closure and asked if the Police could make all their colleagues aware that there could be a lot of activity once the closure is lifted.

Mr Garber mentioned dog fouling which appears to have increased during lockdown. Although waste is being picked up bags are being thrown into the hedges and fields which is inappropriate behaviour. Mr Garber asked if the police could possibly include walking these paths in an effort to stop this antisocial behaviour.

The Chairman thanked the police for attending and providing the new format for the information.

- 2. TO RECEIVE AND ADOPT MINUTES OF PARISH COUNCIL MEETING HELD ON 15 FEBRUARY 2021:** The minutes were accepted as a true record of the meeting. All Councillors voted in favour accepting the records and the minutes will be signed by the Chairman when Covid restrictions are relaxed.

- 3. TO RECEIVE AND ADOPT MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 01 MARCH 2021:** All Councillors voted in favour accepting the records and the minutes will be signed by the Chairman when Covid restrictions are relaxed.

- 4. TO RECEIVE AND ADOPT MINUTES OF THE ANNUAL PARISH MEETING HELD ON 08 MARCH 2021:** The minutes were accepted as a true record of the meeting. All Councillors voted in favour accepting the records and the minutes will be signed by the Chairman when Covid restrictions are relaxed.

Mr Garber mentioned that electric car charging points (mentioned at this meeting) is a matter the Council had considered and has asked for this to be a pre-condition of any new build applications in the parish.

- 5. MATTERS ARISING:**

It was mentioned that dog waste bins are not placed on private land and bags of waste are either being left hanging on gates or thrown into the hedges. Both practices should be discouraged. The Chairman said this is a public health issue and notices should be erected giving the scientific data around health concerns. The Surrey Hills AONB Code of Conduct should be put on the parish notice boards. This item will be included on the April meeting agenda.

Mr McLachlan mentioned that there had been no follow-up regarding the decision made to the Upper Minnickfold application. The council did not find any reasons to make a complaint regarding the procedure used to agree the decision.

- 6. DECLARATIONS OF INTEREST:**

None.

- 7. PUBLIC QUESTIONS:**

District Councillor Mary Huggins gave the Council an update on the Swires/Lodge Farm planning application. She confirmed that this application will be discussed by Mole Valley District Council on 31 March 2021 and will then go back to Surrey County Council for discussion at either the April or June

meeting. Mr Garber and Mr McLachlan both mentioned the out-of-date environmental data supplied with the application and the absence of a traffic management scheme. These items needed to be addressed before any decision is made. The issue with the bridleway also needed to be dealt with.

**8. CLERK'S REPORT:**

- The allotment holders would like to scatter wildflower seeds onto the recreation ground. The area by the dog leg at the bottom of the recreation ground and by the bridge leading from Vicarage Lane are the places they would like to bring to life.
- Information has been received from the Tennis club. They have now been able to have the work completed to upgrade the path between the courts, but this is due to begin at the end of April. There has also been some damage to the veranda outside the clubhouse, the balustrades have been kicked out twice, and it appears it has been used as a concealed place for drinking and smoking. They also reported a skateboarder scale the court fencing and use the court.
- There have been rumours that The Weald infant school will be closing, although nothing official yet. The website still has no further information.
- A resident has reported the recurring problem of irresponsible dog owners allowing their pets to foul the ally way from Bennett's Wood leading through to Peters Wood. Signs will be erected in the hope of giving these owners a social conscious.
- A reminder has been received, advising that the Gatwick fund is available to receive grant applications from community organisations. <https://www.gact.org.uk/>. This information will be forwarded to the parish magazine.

**9. POLICE CRIME STATISTICS:**

Please refer to first item on these minutes.

**10. WOLVENS LANE – CONSULTATION AND EXPENDITURE:**

A letter, written by the legal team at Landmark Chambers, on behalf of the Parish Council has been drawn up to support the permanent closure of this byway. The National Trust, the Forestry Commission and local groups have been asked to respond in the same manner. The consultation closes at the end of May.

**11. UPDATE – 2 THE NEST, ABINGER ROAD, COLDHARBOUR:**

There has been no further information on the enforcement served on The Nest and no action has been taken by the owner. Mr Garber confirmed there is a legal obligation to restore the wall in line with the enforcement notice. The Chairman suggested the Council send a letter to the Enforcement Team asking them to contact the owners of the property to remind them of the legal obligation to comply with the notification. All Councillors were in favour.

**12. UPDATE – CONSULTATION THE WEALD C OF E SCHOOL, BEARE GREEN:**

There has been no further information posted on the school's website at the present time. Mr Garber mentioned that the school should be reminded that within the next 2 to 3 years there could be a requirement of infant education in the area due to increased housing development in the area.

**13. FOR DISCUSSION – CONDITIONS FOR QUALITY COUNCIL STATUS:**

There has been no further information received regarding obtaining this status. No further decision will be made until the cost has been ascertained and what benefits there are for the council and residents. Mr McLachlan mentioned that he had learned that NALC has now changed the quality council designation. Obtaining the status would include input from everyone on the council and it could be an onerous process.

**14. TEMPLE LANE, CAPEL:**

The council was reminded that an access easement obtained by independent valuation was offered to the owner of the land but never agreed. The council's Standing Orders do not allow for negotiation of any easement supplied by an independent valuer. A deadline for agreement was given, which passed without settlement. It was unanimously agreed by all councillors that the matter will now be closed,

and the Clerk will instruct the council's solicitors to inform the landowner. The barriers have been purchased and will remain in place.

**15. DORKING RURAL CYCLING GROUPS:**

An email has been received from Mole Valley listing road cycling groups in the area. There are problems with the number of cyclists who ride together. It was suggested that it could be beneficial to contact the groups and ask them to abide by the Country Code. Mr McLachlan said that some groups come from outside the area, do not abide by any regulations and act irresponsibly. It was suggested that the Police Commissioner should be lobbied as some road cyclists do not abide by the highway code. The Chairman suggested that some effort should be put into trying to engage with these groups and ask them to respect the villages. Mr Salter said that when lockdown is lifted there could be more organised charity rides which could exacerbate the problem.

**16. DEPARTMENT FOR TRANSPORT NIGHT FLIGHTS CONSULTATION – MOLE VALLEY'S RESPONSE:**

The Chairman said he was pleased to receive Mole Valley's response to this consultation. The council was totally behind the submission. Mr Garber said the council should respond to Mole Valley indicating its endorsement of the response. District Councillor Salmon said this consultation was now closed but the noise monitoring consultation was the next section and is open for responses until 31 May 2021.

**17. ADOPTION OF PUBLICATION POLICY:**

The Publication Policy had been circulated to all councillors. It was agreed this will be discussed again at the April meeting.

**18. TO DISCUSS RETURN TO FACE TO FACE AND HYBRID MEETINGS:**

It was proposed that as soon as it is possible, face to face meetings will begin again, but hybrid meetings will be offered to include members of the public. It was decided the technology and broadband within the parish hall should be reviewed before these meetings take place.

**19. REPORTS FROM MEMBERS**

**(a) Finance:**

(i) The accounts detailing receipt and payments for the period 15 February to 15 March 2021 had been circulated for approval. Details of invoices were given, and all councillors approved payments.

Mr Salter addressed the meeting and congratulated the council on spending and achievements during the past year. Over £263,000.00 was spent last year of which £102,000 was public money. The balance was made up from CIL payments, easements and reserves.

**INCOME**

Allotment subscription	£10.00
Burial Ground – additional memorial inscription	£100.00
Complete IT Support (Parish magazine)	£98.00
Easement	£500.00
<b>Total</b>	<b><u>£708.00</u></b>

	Net	VAT	Gross
<b>ADMIN AND OTHER PAYMENTS</b>			
<b>Payments approved remotely and paid since February 2021 Full Parish Council meeting</b>			
HAGS - replacement carousel – Capel playground	£4,998.00	£999.60	£5,997.60
Barkers – Capel magazine printing	£525.00		£525.00
Purchase – Maltaward Barriers Temple Lane	£239.28	£47.85	£287.13
Bill Kear – Rose Cottage path, Capel	£6,570.00	£1,314.00	£7,884.00
Wicksteed – replacement swing set Beare Green rec.	£7,663.13	£1,532.63	£9,195.76
<b>Total</b>	<b><u>£19,995.41</u></b>	<b><u>£3,894.08</u></b>	<b><u>£23,889.49</u></b>

## Payments approved in March 2021 Full Parish

### Council meeting

S Dixon for L Quirk	£45.00		£45.00
ICO Data Protection D/D	£35.00		£35.00
Reimbursement – J Russell – zoom monthly charge	£14.39		£14.39
Reimbursement - J Russell – land registry	£9.00		£9.00
Viking stationary	£45.58	£9.12	£54.70
The Image Company	£103.00	£20.60	£123.60
BT Line Rental – DD	£20.50	£4.10	£24.60
Treeline – Horsham Road, Beare Green Invoice 39248	£1,280.00	£256.00	£1,536.00
Helpdesq invoice i32411	£51.87	£10.37	£62.24
Treeline – Coldharbour playground invoice 24035	£250.00	£50.00	£300.00
Wes Attridge – Burial ground works	£990.00		£990.00
Mrs L Bignell – March salary	£267.60		£267.50
Mrs J Russell – March salary	£1,950.10		£1,950.10
HMRC – Clerks’ income tax	£531.80		£531.80
SES Water	£120.99		£120.99
EDF Energy	£58.31	£2.92	£61.23
OPUS Energy – Electricity DD	£28.83	£1.44	£30.27
OPUS Energy – Gas DD	£51.73	£2.59	£54.32
<b>Total</b>	<b>£5,833.20</b>	<b>£353.04</b>	<b>£6,186.24</b>

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

The Chairman mentioned that the timing of updating the NDP should be an agenda item for discussion at the next meeting. Mr Garber had already put together a report which will be published on the council website. Once the council has seen the proposals within the emerging Mole Valley’s Local Plan work on updating the NDP can begin.

- (i) **Capel:** (i) Mrs Schryver mentioned the pavements around the bus stops at Clarkes Green need to be cleared. Surrey County Council will be contacted. (ii) Bill Kear have been asked to assess the section of recreation ground by the MUGA which floods and advise what can be done to alleviate this problem. (iii) The Capel Show will be cancelled this year. (iv) Mrs Dale said it was hoped to go ahead with the Military Show this year. (v) Mrs Dale mentioned the track in front of the houses at Misbrooks Green which residents are hoping to resurface. There is a section of track which is common land, being the responsibility of the council, and it was agreed that this section should be included in the quote and the council will be advised of the price. (vi) The verges along Temple Lane were mentioned again. Surrey County Council had been contacted to install the reflective posts but to date nothing has been done.
- (ii) **Coldharbour:** (i) Mr McLachlan mentioned the Coldharbour village fete has been cancelled this year.
- (iii) **Beare Green:** (i) Mrs Ryan asked if the notice board could be refurbished, all out-of-date information removed, and a new backing sheet be inserted. Mrs Ryan also asked if some planting could be done around the bottom of the notice board. (ii) Mr Salter mentioned Ark Cottage and The Dukes Head pub. Work was underway on Ark Cottage and a safety barrier had been installed around the cottage. To date the planning application for The Dukes Head has not been considered.

## 20. CORRESPONDENCE:

- i. **Donation request from Kent Surrey and Sussex Air Ambulance:** The Council has received a request from KSSAA and it was unanimously agreed by all councilors that a donation of £200.00 should be made to this charity.

- ii. **Request from Mr Luke Margetts to place bench on Capel recreation ground:** Mr Margetts had contacted the council asking for permission to put a bench on Capel recreation ground. It would be positioned under the tree, by the allotments. The positioning would not impede the cricket outfield or obstruct access for classic cars onto the recreation ground during Show Day.
- iii. The Chairman mentioned he had been given information by Capel football club. The club could be going up a league and therefore might be looking for extra space. Should this happen they asked if it would be possible to use the bowls green. The Chairman said they would need to apply to the council for permission/consideration. It was mentioned that by moving up a league, there could be further rules that need to be considered before any decision could be made.
- iv. **For discussion – safe pathway from Ockley station to Capel.** Mr Rudd was welcomed and addressed the council and mentioned the lack of a pedestrian pathway along Coles Lane. Mrs Schryver said that this had been discussed in the past and would require co-operation from Ockley Parish Council. Mr Rudd confirmed that he would be happy to approach Surrey County Council in an attempt to push the matter forward. He would keep the council informed of any progress.

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

**DATES OF NEXT MEETINGS:**

<b>Planning Committee:</b>	<b><u>Tuesday 6 April 2021</u></b>
<b>Full Council Meeting:</b>	<b>Monday 19 April 2021</b>
<b>Finance Committee:</b>	<b>Monday 10 May 2021</b>

**These meetings will all be held remotely starting at 7:30 pm until the Government reviews Covid-19 restrictions.**