

**MINUTES OF THE FULL PARISH COUNCIL MEETING
HELD ON MONDAY 19 JUNE 2023
IN CAPEL PARISH HALL AT 7:30 PM**

- 1. IN ATTENDANCE:** Mrs Dale, Mr McLachlan, Mr Ball, Mrs Schryver, Mr Ashwood, Mr Cox, Mr Salter and the Clerk.

IN ATTENDANCE: Surrey County Councillor Helyn Clack, District Councillors Claire Malcomson, Rosemary Hobbs and Clayton Wellman.

APOLOGIES FOR ABSENCE: Mrs Ryan. District Councillors Hazel Watson, Lesley Bushnell, Alcia Loach and Jo Farrar-Astrop.

2 TO APPROVE THE ACCURACY OF MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 15 MAY 2023

The minutes were regarded as a true record of the meeting. All Councillors voted in favour of accepting the records and the minutes were signed by the Chair.

3 TO APPROVE THE ACCURACY OF MINUTES OF THE PLANNING COMMITTEE MEETING 5 JUNE 2023

The minutes were regarded as a true record of the meeting. All Councillors voted in favour of accepting the records and the minutes were signed by the Chair.

4 DECLARATIONS OF INTEREST:

None.

5 PUBLIC QUESTIONS:

Surrey County Councillor Helyn Clack addressed the meeting, informing Councillors that she had recently attended a briefing regarding the cost of living. She asked what Parish Councils were doing to make sure villages were not excluded from receiving information and support. She asked if the parish had any funding set aside for emergencies and if the Council was aware of any families struggling in this crisis. Mr Schryver said that there was a modest community fund, held by the Vicar of St John the Baptist Church, Capel but it is not widely promoted. Mr Ball mentioned that the Parish Council had an Emergency Plan in place, but it does not cover welfare or social health.

Councillor Clack mentioned that the Community Fridge visited Capel and Beare Green but was not receiving sufficient food donations or funding.

It was mentioned that the newly commissioned community transport service was apparently not honouring concessionary bus passes. Councillor Hobbs agreed to check this matter.

The Chair asked for village welfare to be included as an agenda item at the July meeting.

7. CLERKS REPORT:

- There have been some complaints regarding the workmanship by the grounds work team, Surrey Sports maintenance. These are minor but irritating. I have spoken to the team to try and appease residents.
- I have received pre-information regarding the 80th Anniversary of D-Day celebrations on 6 June 2024. Beacon lighting is the main topic.
- I have contacted and met with APCOA Parking Management Company regarding the proposed parking area on the Breakspear site, Beare Green. They will send through a proposal to monitor and control the area should the site be developed.

8 PLANNING APPLICATIONS:

- **MO/2023/0697 – Old Wattlehurst Farm, Horsham Road, Capel.** This is an application for the Erection of 1 dwelling following the demolition of existing building. The Parish Council has considered the access and has concerns as it appears to be a single-track road. There is already extant permission for this development the Parish Council recommended this application should be approved.
- **MO/2023/0661 – 4 Broome Hall, Broomehall Road, Coldharbour.** This is an application for a Certificate of Lawfulness for the existing development in respect of the erection of summerhouse buildings / ancillary accommodation for in excess of 4 years and use of land as residential garden for

in excess of 10 years. The Councillors were advised that application is to renew the application previously granted. The Parish Council recommended this application should be approved.

- **MO/2023/0693 – Kiln Wood Cottage, Henfold lane, Beare Green.** This is an application for the Erection of a detached oak framed garage with storage/home office over following demolition of existing detached garage. The Parish Council considered the application and recommended the development is approved but suggests that a condition be added that the upper level of the garage shall not be converted into habitable dwelling in the future.
- **MO/2023/0789 – Land at Clockhouse Quarry, Horsham Road, Near Capel.** This is a Surrey County Council application for the importation and deposit of inert materials and soils on 14.5 hectares of land to facilitate the restoration of quarry voids to agricultural and nature conservation after use with drainage (SCC application - for consultation purposes only). The Parish Council had been made aware of the restoration of this site and supports the application in principle. However, further questions will be raised regarding proposed working times and out of hours working, provision of a wheel cleansing system for vehicles leaving the site, the impact on increased traffic, provision of a road safety audit and avoidance of any disruption to the neighbouring bridle way.
- **MO/2023/0755 – The Barn, Trout Grange, Henhurst Cross Lane, Coldharbour.** This is an application for the erection of single storey extension and alterations to driveway. The Councillors asked the Clerk to apply for an extension of time to allow the property to be inspected before a decision is made.

9 MO/2023/0250 and MO/2023/0526 - Land east of Horsham Road, Capel and adjacent to Rusper Road, Capel. Capel Parish Council met again yesterday evening and application MO/2023/0250 was discussed. The Councillors acknowledge that the error on location was introduced by Mole Valley Planning Department. The Clerk will write to the Case Officer asking why planning application MO/2023/0250 has been decided whilst containing incorrect information. The application stated the site is in the Parish of Betchworth, when clearly it is in Capel. Councillors want to know how this application was allowed to be published and then decided whilst containing wrong information.

On the matter of application MO/2023/0526 for the improvement of agricultural access route around the perimeter of the field, the application was discussed again taking into consideration the comments forwarded to the Parish Council by the applicant. Before the Parish Council considers making any alterations to the letter of recommendation forwarded to Mole Valley, the following points need to be addressed. As there would be increased traffic entering and leaving the site

- Has a traffic movement survey has been commissioned, giving the approximate number of lorries entering and exiting the field during a normal working day.
- How will the increased volume of traffic entering and leaving the site be managed.
- The actual hours of work, start and finish times, and if weekends and bank holidays working have been considered.
- What is the overall time scale for this work.
- How much material is likely to be imported onto the site.
- Will vehicle wheel wash facilities be provided for vehicles leaving the site.
- Will facilities be provided to keep dust to a minimum during dry weather.

Once these questions are answered, the Parish Council will reconsider its original response.

10. ARK COTTAGE, HORSHAM ROAD, BEARE GREEN:

The boundary issues regarding this property were discussed at the last meeting and the owner of the property given a copy of the official Surveyors report. The matter is now for the owner of the property to discuss with the agent and/or solicitor and discuss an amicable way forward. There is no further information available currently.

11. OLD BONFIRE SITE, TEMPLE LANE, CAPEL

A Freedom of Information request has been received regarding the on-going discussions on issuing an easement for vehicle access onto this field. Councillors were made aware of the amount of work that is required to comply with this request. The petitioner has been made aware of the costs.

12. REPORTS FROM MEMBERS:

(a) Finance

(i) To agree and approve accounts to 15 May 2023:

Mr Salter highlighted the current spending for June to date. The budget for printing has been overspent already. This is due to the purchase of toner for the printer.

The balance of the Beare Green pavilion current account has been received and it was agreed that this money should be earmarked for any necessary future repairs to the pavilion. Mr Cox mentioned the rear door and the roof tiles might need some attention soon.

The current account balance on 19 June 2023 was £ 38,355.40 and the balance of the reserve account £50,353.31.

(ii) To approve and authorise payments of outstanding invoices:

Payment Received

Hall Hire	£100.00
Hall Hire	£103.00
Allotment Subscription	£15.00
Allotment Subscription	£45.00
Hall Hire	£35.00

Payments

		VAT	TOTAL
The Image Company	£50.00	£10.00	£60.00
Hall Hire Beare Green Village Hall	£75.00		£75.00
J Russell Reimbursement Postage/Stationery	£23.84		£23.84
Fred Evans Grounds work Capel	£600.00		£600.00
Surrey Sports and Turf Grounds maintenance	£2,331.00	£466.20	£2,797.00
White and Sons Report Ark Cottage	£400.00	£80.00	£480.00
Fred Evans Ditch works Temple Lane	£575.00		£575.00
Surrey ALC and NALC Subscriptions	£1,250.44		£1,250.44
Printerland printer toners	£488.71	£97.75	£586.45
Clay Griffin Capel recreation grounds work	£1,175.00		£1,175.00
J Russell June salary	£2,479.40		£2,479.40
HMRC Clerk's Income Tax	£619.80		£619.80
OPUS Energy Gas DD	£69.40	£3.65	£73.05
OPUS Energy Electricity DD	£53.87	£2.83	£56.70
	£10,191.46	£660.43	£10,851.99

Although approved, payment to HAGS for playground repairs - **£501.30** continues to be withheld until all spares have been received.

The grant awarded to Temple Lane allotments is approved but remains unpaid.

(b) Ward Matters for discussion

Coldharbour - (i) Mr McLachlan confirmed that the Coldharbour village signs and pinch points have been repainted. He thanked Fred Evans for his work. (ii) Mr McLachlan mentioned the glamping site The Green Escapes at Coldharbour. This site is on National Trust land, but the Trust is now questioning the lease. (iii) There are temporary traffic lights on the bend along Coldharbour Lane. It is not sure how long they will remain in place.

Capel – (i) Mrs Dale mentioned the dropped drain along Vicarage Lane. Highways seem to be aware as traffic cones had been positioned on the drain, but it inhibits traffic and should be dealt with as soon as possible. The Military Show is scheduled for the first weekend in July and heavy vehicles will travelling along Vicarage Lane to the show. (ii) Mrs Schryver asked if Kenward could be reminded to provide an estimate to improve the condition of the footpath on Bennetts Green, leading from the

pond for about 50/60 yards. (iii) Mrs Schryver asked if the area outside Nunns Field could be cut now as all the daffodils have died back.

Beare Green – (i) Mr Cox mentioned two of the new trees planted on the recreation ground have died. They will need to be replaced. (ii) The contractors working on the refurbishment of The Dukes Head pub on Horsham Road are parking along Newdigate Road. This road is notoriously bad during school dropping off and picking up times and the extra parking is making matters worse. The Clerk will contact the developer and ask contractors to park in the recreation ground car park. (iii) The old goal posts have been left behind the pavilion. The Clerk will ask the football club to move them if they are no longer required. (iv) Mr Ball thanked Councillor Clack for instigating the meeting between Surrey County Council Highways and the Parish Council regarding the speed reduction study around the A24 Beare Green roundabout. The meeting discussed 4 possible options with one being proposed to take forward for funding.

13 CORRESPONDENCES:

None.

14 URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR NOTE OF INCLUSION ON A FUTURE AGENDA:

Cost of Living/Welfare Fund
Mid Surrey Community Fridge

Dates of Next Meetings -

Full Parish Council meeting: Monday 17 July 2023 at John Venus Hall, Coldharbour

Planning Committee: Monday 7 August 2023

Finance Committee: Monday 11 September 2023

All meetings start at 7:30 pm