

**MINUTES OF THE FULL PARISH COUNCIL MEETING
HELD ON MONDAY 21 AUGUST 2023
AT JOHN VENUS HALL, COLDHARBOUR**

1. IN ATTENDANCE: Mrs Dale, Mr McLachlan, Mr Ball, Mrs Schryver, Mr Cox, Mr Salter and the Clerk.
IN ATTENDANCE: Mrs Michelle Watson, one Beare Green resident and Mr Simon Lea.

APOLOGIES FOR ABSENCE: Parish Councillors Mr Ashwood and Mrs Taylor. District Councillors Lesley Bushnell, Clayton Wellman and Clare Malcomson. Surrey County Councillors Helyn Clack and Hazel Watson.

2 TO APPROVE THE ACCURACY OF MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 17 JULY 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 DECLARATIONS OF INTEREST:

None.

4. CLERKS REPORT:

- The barriers along Temple Lane have been removed again and dumped into the ditch. The metal fixings keeping the two barriers together were cut. This action has been reported to the Police. Although moving the barriers is a Civil matter, cutting the fixings is considered criminal damage. Engleharts Solicitors have been made aware.¹
- The Parish Council has made an Expression of Interest in respect of Mole Valley Grants Funding which is now open to applications. A grant of £25,000 (maximum allowed) has been applied for.
- Surrey County Council have now installed the dropped kerbs along The Street. SCC and Helyn Clack have been thanked for pushing this request ahead.
- A request has been made to SCC Highways for a Parking Review to consider painting double yellow lines at the junction of Vicarage Lane and The Street.
- The owner of Ark Cottage had requested a meeting with the Parish Council. Dates for consideration were forwarded to the owner but nothing has been confirmed yet.
- The planning application for housing at the site at Breakspear, Old Horsham Road, Beare Green had not received any significant feedback until recently. Armstrong Rigg the Planners are therefore suggesting attending the September meeting to provide an update.
- The Parish Council has responded to Kingacre Estate's consultation objecting to housing at the site northwest of The Street.

5. PUBLIC QUESTIONS:

Mr Simon Lea attended the meeting to inform Councillors about the recall of the Coldharbour AED defibrillator. The recall identified that a new battery was needed for the apparatus, which has now been received and installed. The AED pads are still awaiting delivery and once received, the apparatus will again be ready for use. Mr Lea has registered this AED with The Circuit website, which stores information on all defibrillators. This website is more comprehensive than Community Heartbeat, the website Capel AED is registered with.

6. COUNCILLOR RESIGNATION AND CO-OPT TO VACANCY FOR BEARE GREEN WARD:

Mrs Lisa Ryan had resigned from the Parish Council due to work commitments. The Parish Council thanked Mrs Ryan for all her hard work over the past few years.

Mrs Michelle Watson expressed an interest in being co-opted for the vacant post. Her co-option was proposed by Mrs Schryver and seconded by Mr Ball. All Councillors agreed to the appointment.

Mrs Watson completed the Acceptance of Office and Pecuniary Interest forms and was duly elected.

¹ Just as the meeting was starting, information was received that the barriers were being removed, again. The Police were informed, with the original Crime Number being identified. The legal representative handling this matter has now stated that every time the barriers are reinstated, they will be removed as his client is claiming prescriptive rights.

7. PLANNING APPLICATIONS:

- **Land at Breakspear, Old Horsham Road, Beare Green.** This is an application for the development comprising 46 No. dwellings with associated public open space, additional car parking serving Holmwood Station, and highways improvements. The Parish Council had been included in all discussions with the developer and the planning agent from the beginning. The developer had worked with the Parish Council and the local community, hosting exhibitions in Capel and Beare Green, to ensure this development would be appropriate. The site has been included in the Capel Parish NDP and in the draft Mole Valley Local Plan. The Parish Council fully supports this application.

A member of the public was at the meeting and Mr Ball explained that this application would not be discussed at this meeting, as developer representation would be at the September meeting. However, the Parish Council's involvement in pre-application discussions was mentioned, as was the inclusion of the site in the Capel NDP and Mole Valley Local Plan. It was stressed that any application must comply with policies that comply the NPPF, Mole Valley Local Plan and Capel NDP. Currently the Mole Valley Plan is paused, albeit already 3 years behind schedule. With the Plan paused housing numbers are not being met and housing needs rising. Developers are having proposed schemes refused by Mole Valley. Refused applications are then submitted to the Planning Inspectorate appeals service and inappropriate development in Mole Valley is being approved by PINS.

Mr Ball gave an example stating application MO/2020/0667, a residential scheme of up to 60 dwellings in Coles Lane, Ockley. Planning permission was refused by Mole Valley District Council and refused on appeal. This application was then referred to the Planning Inspectorate and vigorously opposed by Mole Valley, Ockley and Capel Parish Councils. Capel PC employed legal representation to attend the hearing and argue on behalf of the Parish Council. The appeal for the development was allowed because housing numbers in Mole Valley are not being met.

- **MO/2023/1047 – Highbrow, Bennetts Wood, Capel.** This is an application for the erection of a wraparound ground floor rear/side extension, incorporating the existing garage and front porch. The Parish Council reviewed this application and was made aware that a Design and Access statement had not been submitted. Without reasonable justification, it is not possible for Councillors to make an informed decision. The Clerk will advise the Case Officer of the Councillors decision and contact the Agent asking for further information.
- **MO/2023/1048 - Swires Farm, Henfold Lane, Beare Green.** This is an application for Certificate of lawfulness for the existing development in respect of a building used for commercial storage for more than 10 years. It was agreed that the Parish Council should support local business. The Parish Council had no objection to this application.

8. LAND NORTH-WEST OF THE STREET, CAPEL:

The Councillors were reminded that this proposed development was current out for consultation. Mole Valley had excluded this site from the local plan. A similar proposal for the same site was made by this developer in 2019. The Parish Council and residents had strongly opposed and rejected the plan. This is a position which remains resolute with the Parish and the community. The Parish had previously indicated those sites to be supported and those to be rejected and this site was not included in the Capel Neighbourhood Plan in 2017. A letter of objection has been forwarded to Kingacre Estates.

9. UPDATE ARK COTTAGE, HORSHAM ROAD, BEARE GREEN:

Mr Ball and the Clerk are arranging to meet with the owner of this property for a Without Prejudice meeting to discuss boundary issues.

10. OLD BONFIRE SITE, TEMPLE LANE, CAPEL:

Please see information in Clerk's Report, item (i).

11. TREE SURVEY/TREELINE

The trees needing immediate attention have been priced and Councillors agree this work must be undertaken without delay. The Clerk will advise Treeline. Once this work is completed the remaining work will be prioritised and dealt with.

12. CONSULATION – TELEPHONE BOX – THE STREET, CAPEL

The Council had received information that the removal of the telephone from this box is being proposed and is out for consultation at the present time. The Councillors agreed that if the telephone is removed, the Council should purchase the box from BT, refurbish it and a defibrillator installed. The Clerk will make the necessary enquiries.

13. SURREY ALC AGM AND CONFERENCE, 19 OCTOBER 2023:

This conference is taking place in Dorking Halls, and all Councillors were reminded of the event.

14. REPORTS FROM MEMBERS:

(a) Finance

(i) To agree and approve accounts to 21 August 2023:

Mr Salter highlighted the current spending for August to date. After the August payments are made, the Council will have reached the half year position, within budget.

It was agreed that a deposit account should be open with NatWest. This would allow funds to be moved quickly and easily, giving the maximum interest. Once set up, the balance of the NS&I account would be transferred across together with the greater balance from the current account. Enough money would then be transferred into the current account each month to cover outstanding invoices. The current account balance on 21 August 2023 was £17,352.17 and the balance of the reserve account £50,353.31.

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

Payments Received

Hall Hire £120.00

Expenditure

		VAT	TOTAL
Maltaward – Barrier replacement Temple Lane	£550.00	£110.00	£660.00
AHS – Playbark Coldharbour playground	£255.75	£51.15	£306.90
Wel Medical – Defib supplies Coldharbour	£170.00	£34.00	£204.00
Surrey Sports and Turf Grounds maintenance Inv 3257	£1,554.00	£310.80	£1,864.80
Lindsay Quirk – Hall Cleaning	£45.00		£45.00
Fred Evans groundworks Capel	£495.00		£495.00
Clay Griffin groundworks Capel	£2,670.00		£2,670.00
Wes Attridge – Burial ground maintenance	£600.00		£600.00
Dave Cox reimbursement Beare Green pavilion repairs	£9.18		£9.18
The Image Company	£60.00	£12.00	£72.00
Helpdesq Invoice 14112	£51.23	£10.25	£61.48
Pear Technology Technical Support	£240.00	£48.00	£288.00
Jane Roberts Payroll service	£90.00		£90.00
J Russell August salary	£2,479.20		£2,479.20
HMRC Clerk's Income Tax	£620.00		£620.00
EDF Energy – Beare Green pavilion	£209.81	£11.04	£220.85
OPUS Energy Gas DD	£17.96	£0.94	£18.90
OPUS Energy Electricity DD	£52.67	£2.77	£55.44
	£9,158.66	£1,016.82	£10,179.47

Although approved, payment to HAGS for playground repairs - **£501.30** continues to be withheld until all spares have been received. HAGS have now confirmed the spares have been received and are being forwarded.

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

(b) Ward Matters for discussion

Coldharbour - (i) Mr McLachlan said the telephone box, used to house cycle repair tools is in need of repair.

Capel – (i) Mrs Schryver said the playground is in need of being updated. If the grant from Mole Valley was successful, this would not cover all the costs. An application will be made to Gatwick for funding and Mrs Dale suggested applying to the Capel Military Show next year for a further grant. (ii) It has been asked if scalping could be put in the passing places along Temple Lane. This will be arranged.

Beare Green – (i) Mr Cox mentioned that the pavilion had been broken into. Although there was no damage to the interior of the premises, the locks had been broken and needed to be replaced. (ii) The changing rooms in the pavilion need to be refurbished as there is mould on the walls. A quote will be obtained for this work. (iii) The current electricity invoice was questioned but it was agreed the showers use a lot of power. Mr Cox confirmed that he inspects the pavilion regularly to ensure no lights are left on. (iv) The outside of the pavilion needs repainting. The football club usually does the work, with the Parish Council supply materials. (v) Mr Cox suggested that the old goal posts on the recreation ground be used as height restrictions at the entrance to the car park. Enquiries will be made. (vi) Mr Salter asked if there was any information that could be circulated regarding the proposed extra runway at Gatwick Airport. (vii) Mrs Watson asked if Mole Valley could be contacted to cut back the bushes around the pond at Merebank. They are hindering pedestrians trying to walk around the perimeter path. (viii) The Rural Gateway on the Horsham Road needs to be repaired.

13 CORRESPONDENCES:

None

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

Mrs Schryver mentioned problems using Wifi at the Capel Show. Mr Ball said that the Cricket Club will be installing full fibre which will include the Parish Hall and routers will be available to purchase to ensure no further problems with access on the recreation ground in future.

Future Agenda items:

Trig Street Project – September Finance Committee meeting

Invite the Police Borough Commander to the October Full Parish Council meeting.

Dates of Next Meetings -

Planning Committee: Monday 4 September 2023

Finance Committee meeting to follow immediately

Full Parish Council meeting: Monday 18 September 2023