

**MINUTES OF THE GENERAL PARISH COUNCIL MEETING
HELD ON MONDAY 17 JUNE 2024
IN JOHN VENUS HALL, COLDHARBOUR**

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

APOLOGIES FOR ABSENCE: Parish Councillors Mr Ball and Mrs Taylor. Surrey County Councillors Hazel Watson and Helyn Clack and District Councillor Clayton Wellman.

2 TO APPROVE THE ACCURACY OF MINUTES OF THE FULL PARISH COUNCIL MEETING 20 MAY 2024

The District Councillors were reminded that recommendations made at this meeting regarding continuing its association with auditors Mulberry and Company had been further discussed at the Finance Committee meeting. The Finance Committee recommended that the full minutes should be amended to reflect the Finance Committees recommendation. Updated minutes were circulated, and all Councillors voted in favour of accepting the records and the minutes were signed by the Chair.

3 DECLARATIONS OF INTEREST:

None.

4 PUBLIC QUESTIONS:

None.

5 CLERKS REPORT:

- Vegetation along the footpath at Moorhurst Lane, Beare Green will be cut back to ensure pedestrian safety. This work will begin on 10 July.
- Treeline have inspected the ditch at the rear of the Beare Green Pavilion. There are 12 willow trees that need to be felled and the stumps ground to below ground level. The cost of this work is £2,940.¹ Removing these trees will improve the condition of the ground.
- Surrey County Council has been contacted and asked if the solar speed signs in Capel and Beare Green can be repaired as neither are working properly at present.
- The playground in Capel is being covered with graffiti, as is the rear wall of the Parish Hall. The Police Designing Out Crime Officer and ASB team at Mole Valley have been contacted to try to restrict this behaviour.

6 PLANNING APPLICATION

MO/2024/0726 – Old Wattlehurst Farm, Horsham Road, Capel.

This is an application for the erection of 1 no. dwelling following demolition of existing of non-agricultural building. The Councillors were made aware that application MO/2023/1351 was approved in September 2023 and this current application seeks to extend the development. When planning permission was granted for MO/2023/1351 Mole Valley the Case Officer stated –

9.5.2. The dwelling would allow 101 sqm as residential amenity space, this is larger than the required amenity space in the national space standards, therefore there is considered to be satisfactory space for future occupiers within the dwelling itself. The proposal would also benefit from a private garden area and is considered to be appropriate in size, giving a future occupier outside amenity space.

The Councillors consider the size of the proposed extension would double the residential amenity space and no justification is given for this increase in size. The Councillors recommend this application should be refused.

7 UPDATE HOUSING NEEDS SURVEY:

A copy of the proposed Housing Needs Survey and covering letter was circulated. This final version will be delivered to all properties within the parish. Each Survey will be delivered with a pre-paid reply envelope to encourage a response. The Councillors were reminded that the Survey has been delayed because Mole Valley

¹ All Councillors voted in favour of accepting this quotation.

District Council is working on election matters. Once the Parish Council has been made aware of the delivery date, information will be posted on notice boards and on the website. Information will be inserted in the July edition of the Parish magazine.

8. UPDATE MOLE VALLEY LOCAL PLAN:

Mole Valley District Council has submitted its final representations to the Inspector. It is anticipated that the Inspectors report will be received in July. The District Council plans to adopt the Local Plan in October 2024 as no meetings will take place between August and October. It has been confirmed that the General Election on 4 July will not create any further delays.

9. UPDATE PARKING NEWDIGATE ROAD/THE WEALD SCHOOL, BEARE GREEN:

A meeting is still to be arranged with the headteacher of The Weald School, Beare Green, Parish Councillors and Surrey County Councillor Helyn Clack.

10. UPDATE TRIG STREET PROJECT:

Mr McLachlan informed the Councillors that he had been in contact with the Chair of Newdigate Parish Council. It has been agreed that the viability of this project needs to be established before any working committee is set up. To date only part funding has been agreed and pledged but the safety aspect of the path still needs approval from Surrey County Council. Issues with the closure of the brickworks could undermine the whole project.

11. REPORTS FROM MEMBERS:

(a) Finance

(i) To Accept Recommendations made by the Finance Committee:

The Finance Committee recommended that the Parish Council would continue to make monthly Employers NIC payments to HMRC. An amount of £2,058.06 has now been made to cover outstanding payments from November 2023 to May 2024 inclusive. All Employers NIC payments will be listed separately in the minutes. The Clerk has requested information from HMRC on outstanding payments. To date HMRC has not responded.

A new payroll provider is being sourced to ensure the Parish Council is kept up to date with legislation relevant to Parish Councils.

Mulberry and Company will be commissioned to advise on tax issues.

The Parish Council has updated the list of projects that have been earmarked for future financial consideration, and it was agreed that supporting the Gatwick Airport Northern Runway project should be included.

The Full Parish Council have agreed these recommendations.

(ii) To agree, adopt and sign accounts to 17 June 2024:

Mr Salter highlighted the spending for June and details of payments were circulated to all Councillors. All accounts remain within the budget balance except for printing costs which is slightly overdrawn. The budget for insurance has been fully utilised but no further premiums will be paid until next year. Councillors were reminded that the second half of the precept is due to be paid in early September.

The current account balance on 17 June 2024 was £607.88 and reserve account £107,362.65. The balance of the NS&I account remains at £610.89.

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

Payment Received

Hall Hire	£	54.50
Hall Hire	£	86.25

Payments

		VAT	TOTAL
HMRC Employers NIC	£2,058.06		£2,058.06
Lindsay Quirk Hall Cleaning	£45.00		£45.00
Helpdesq Invoice 16123	£31.96	£6.40	£38.36
Surrey Sports and Turf Invoice 3661	£2,406.00	£481.20	£2,887.20
J Russell June salary	£2,595.00		£2,595.00
HMRC Clerk's Income Tax	£648.60		£648.60
HMRC Employer's NIC	£343.01		£343.01
Jane Roberts Payroll Service Invoice 3669	£90.00		£90.00
EDF Energy	£23.80	£1.19	£24.99
Capel and Beare Green Magazine	£100.00		£100.00
OPUS Energy Gas DD	£225.20	£11.26	£236.46
	£8,566.63	£500.05	£9,066.68

(b) Ward Matters for discussion

Coldharbour - (i) Mr McLachlan asked if a price could be obtained to have the telephone box in Coldharbour refurbished.

Capel – (i) Mr Ashwood mentioned that one of the road signs leading out of the village had been defaced by graffiti. This will be reported to Mole Valley JET team. (ii) Mrs Dale mentioned the Military Show, scheduled for Friday 5 to Sunday 7 July inclusive. (iii) Mrs Schryver if the edges along the paths outside Rose Cottages and on Capel recreation ground could be cut back as they were encroaching on the actual footpath.

Beare Green – (i) Mrs Watson mentioned the defibrillator pads in the box outside Beare Green Village Hall have been replaced. (ii) Giant Hogweed is growing in Willow Close. Mount Green Housing Association and/or Surrey County Council will be contacted to deal with this. (iii) The verge adjacent to the footpath along Leith Road needs to be cut back and Clarion Housing Association will be asked to deal with this. (iv) A car had crashed into the railings along the A24 by Dukes Court and Surrey County Council will be asked to replace and repair them. SCC will also be reminded that the sight lines on the verges at the Beare Green/A24 junction need to be cut back for safety reasons. (v) Mr Cox mentioned the manhole cover on the southbound A24 Beare Green roundabout. He asked if it could be reported to SCC Highways as it was noisy and annoying when cars drove over. (vi) The ditches on the Beare Green recreation ground adjacent to Newdigate Road need to be cleared.

12 CORRESPONDENCES:

None

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

Gatwick Airport Northern Runway Project
Replacement trees on Beare Green recreation ground
Scott-Broadwood CofE Infant School.
Electric vehicles on Beare Green Recreation ground
Beare Green village sign

Dates of Next Meetings -

Full Parish Council meeting: Monday 15 July 2024

Planning Committee: Monday 5 August 2024

Finance Committee: Monday 2 September 2024