

**MINUTES OF THE FULL PARISH COUNCIL MEETING  
HELD ON MONDAY 28 APRIL 2025  
IN CAPEL PARISH HALL**

**1. IN ATTENDANCE:** Mrs Dale, Mr Ball, Mrs Schryver, Mr McLachlan, Mr Palmer, Mr Cox, Mrs Taylor, Mr Ransome, Mr Salter and the Clerk.

**APOLOGIES FOR ABSENCE:** Parish Councillor Mrs Watson. Surrey County Councillor Mrs Clack and District Councillors Malcomson and Van den Bogerd.

**IN ATTENDANCE:** Mr Silliman, Rev. Richardson (Item 16) and Mr Julian Sharpe (Item 7(a)).

**The Chair reminded all present of the Meeting Etiquette printed at the top of the agenda.**

**2. TO DISCUSS AND APPROVE THE DRAFT MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 17 MARCH 2025.**

To sign off a definitive copy for publication on the website. All Councillors unanimously approved the minutes which were signed by the Chair.

**3. TO DISCUSS AND APPROVE THE DRAFT MINUTES OF THE PLANNING COMMITTEE COUNCIL MEETING HELD ON 31 MARCH 2025.**

To sign off a definitive copy for publication on the website. All Councillors unanimously approved the minutes which were signed by the Chair.

**4. DECLARATIONS OF INTEREST:**

None.

**5. PUBLIC QUESTIONS:**

None.

**6. CLERKS REPORT:**

- The haulier has been notified and will now collect the telephone boxes in Capel and Coldharbour ready for refurbishment.
- The drinking water fountain will be serviced on the 30 April 2025. Under the terms of the service agreement the equipment will be serviced twice a year.
- An army of volunteers have planted snowdrop bulbs at the edge of the recreation ground, by the dogleg.
- A small tree, growing behind the bus shelter outside Oak Park, Horsham Road has been cut down. The tree was growing on parish land and was causing damage to the shelter.
- Merebank Pond has been cleared of invasive duckweed. Photos have been received from the Angling Club and posted on the Parish Council website.
- CCTV cameras will be installed on the allotments to deter damage and theft. Advisory signs will also be installed.

**7. PLANNING APPLICATIONS:**

- **MO/2025/0356 – Fourays, Horsham Road, Beare Green.** This is an application for the demolition of the existing attached garage, metal store and log store and the erection of a detached 1 No. dwelling. The applicant Mr Sharpe attended the meeting and provided the Councillors with details regarding the planning application. Although the Council applauded this self-build project it was stressed that this new build would be on Green Belt land, and no exceptional circumstances had been provided, nor could the proposed property be regarded as affordable. The Councillors were reminded that a housing needs survey had recently been undertaken indicating housing target numbers for the parish were being met. This site could not be regarded as a windfall site. The Councillors were made aware of the neighbours objections to the new build. Councillors then voted on this application and by majority it was agreed this application should be recommended for refusal.
- **MO/2025/0459 - Airlie, Horsham Road, Beare Green.** Councillors were made aware that this application for prior notification for the erection of a single storey rear extension of 8 metres deep and 4 metres high

with a height to the eaves of 4 metres had already been decided and prior approval by Mole Valley had been refused.

- **Planning Appeal – MO/2024/0397 - Riverdale Paddocks, Capel Road, Rusper.** This appeal is against the District Council's decision regarding variation of Condition 8 of approved planning permission MO/2017/0803 for part retrospective application of existing caravan site for the siting of 7 No. additional caravans; 2 No. additional utility buildings and associated hard standing, to allow changes to the site plan, plans and elevations of Utility Building, and access. The Council had previously objected to the removal of this Condition and unanimously agreed that the decision made by the District Council should be supported.
- **Enforcement Appeal –2023/0031/ENF – Riverdale Paddocks, Capel Road, Rusper.** An appeal has been made to the Secretary of State against enforcement notices issued by Mole Valley District Council on 22 August 2024.

The alleged breach of planning control without planning permission:-

- a) The formation of a vehicular access to the public highway.
- b) The erection of a brick wall and entrance gates.
- c) The formation of hard surfaced areas.
- d) The erection of pole mounted external lighting and CCTV cameras

The enforcement notice was issued for the following reasons:

- i) It appears to the Council that the above breaches of planning have occurred within the last ten years.
- ii) The brick wall, entrance gates second vehicular access, hard surfaced areas and pole mounted CCTV cameras and external lighting are suburban and incongruous in their design and appearance and fail to respect the open rural character of the surroundings. The development is contrary to policy CS14 of the Mole Valley Core Strategy, Policies ENV3, ENV22 and ENV23 of the Mole Valley Local Plan and sections 12 and 15 of the National Planning Policy Framework. The identified harm is such it cannot be adequately mitigated by soft landscaping.

The Council unanimously agreed that the decision made by the District Council should be supported.

## **8. GATWICK AIRPORT RUNWAY EXPANSION:**

**Application by Gatwick Airport Limited for an Order Granting Development Consent for the Gatwick Airport Northern Runway Project - Consultation letter from the Secretary of State for Transport.**

The Councillors were made aware of this consultation with a deadline for a response by 9 June 2025. Councillors agreed the Clerk should contact GACC for guidance on the response.<sup>1</sup>

## **9. LEASE ON LAND ADJACENT TO SUNNYSIDE, THE STREET, CAPEL:**

The Parish Council had received a copy of the lease from the Solicitor. The wording in the lease is as the Councillors had agreed. The Clerk will contact Mrs Jones and confirm that she is satisfied with the content. The lease will then be signed and returned to the Solicitor for legal processing.

## **10. UPDATED VALUATIONS FOR PROPERTIES INCLUDED IN THE ASSET REGISTER:**

The Clerk confirmed that White and Sons had visited all 4 properties. Current valuations are still awaited. Once received the Asset Register and information provided to insurers will be updated.

## **11. TRIG STREET PROJECT:**

No Further information has been received regarding this project. Mrs Dale agreed to discuss this with Newdigate Parish Council. In the meantime, it was agreed this project should continue to be included on the list of projects requiring funding.

## **12. UPDATE RURAL EXCEPTION SITE, VICARAGE LANE, CAPEL:**

The Councillors were made aware that Surrey Community Action advised that Mole Valley supports the policy of Rural Exception Sites and that it is still possible to bring a Rural Exception Site forward even if not mentioned in a Neighbourhood Plan. The Councillors were still seeking further information regarding the site, particularly

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<sup>1</sup> GACC had been contacted and will forward information to the Parish Council for possible inclusion in their own submission..

regarding the cost of the land or if it was likely to be gifted by the Diocese. It was suggested that the land at Wolves Hill should be discussed as a possible rural exception site.

### 13. SCOTT BROADWOOD INFANT SCHOOL MERGER:

There was no further information available at this time. However, it is known that parents have concerns regarding the possible closure especially for children due to start school in September. In view of this uncertainty, some parents are opting to choose to send their children to Newdigate school.

### 14. SURREY UNITARY PROPOSAL:

Mr McLachlan informed the Councillors that there was a Surrey ALC meeting on Thursday 1 May 2025 and the Unitary proposal would be discussed. Any relevant information will be circulated to all Councillors.

### 15. REPORTS FROM MEMBERS:

#### (a) Finance

#### (i) To sign invoices for payment

(ii) Mr Salter addressed the Council advising that at the end of the 2024/2025 financial year the Parish Council spent £129,000 which was a 4% overspend. There was a shortfall in parish maintenance costs but no legal fees or NDP costs were incurred. There was also a slight surplus on the Community Project budget.

All invoices were passed for payment.

#### (iii) To agree, adopt and sign accounts to 28 April 2025

The balances at 28 April 2025 were confirmed:

Current Account - £925.43      Reserve Account - £123,86.01      NS&I Account - £617.02

#### (iv) To approve and authorise payments of outstanding invoices:

##### Income Received

Precept first half	£69,137.00
Allotment subscription	£45.00
Internment fees	£290.00

##### Payments

		VAT	TOTAL
Lindsay Quirk Hall Cleaning	£45.00		£45.00
Pear Technology	£85.00	£17.00	£102.00
Zurich Insurance	£4,633.33		£4,633.33
SES Water – Beare Green Pavilion	£96.88		£96.88
SES Water – Bowls Club	£0.66		£0.66
SES Water – Allotments	£36.81		£36.81
Talk Window cleaning	£55.00		£55.00
Surrey ALC and NALC subscriptions	£1,357.64		£1,357.64
Printerland replacement cartridges	£596.00	£119.20	£715.20
Helpdesq	£18.98	£3.80	£22.78
Shipton tree services	£150.00		£150.00
AHS playbark Coldharbour playground	£275.00	£55.00	£330.00
Mole Valleyburial ground council tax	£367.42		£367.42
Treescapes pond maintenance	£220.00		£220.00
Fresh Air fitness equipment maintenance and repair	£1,032.00	£206.00	£1,238.40
J Russell April salary	£2,595.00		£2,595.00
HMRC Clerk's income tax	£648.60		£648.60
HMRC Employer's NIC	£423.99		£423.99
HMRC Employers NIC	£12.23		
EDF Energy DD	£405.75	£20.28	£426.03
British Gas DD	£161.73	£8.09	£169.82
EDF Energy DD	£65.58	£3.28	£68.82
BT DD	£20.50	£4.10	£24.60
KSS Air Ambulance Donation	£500.00		£500.00

Coldharbour and Abinger Magazine Donation	£30.00	£30.00
Capel and Beare Green Magazine Donation	£70.00	£70.00
	<b>£13,903.20</b>	<b>£436.75    £14,340.35</b>

**(b) Ward Matters for discussion**

**Beare Green** – (i) Mr Salter asked if it was known when the average speed cameras are likely to be installed. It had been confirmed that there is a problem obtaining the new lamp posts and it is now anticipated installation will be in July. Surrey County Council funding is still earmarked for this project. (ii) Mr Ball informed the Councillors that contact is still being maintained with the developers of the site at Breakspear, Beare Green. To date no further information has been made available. (iii) Mr Ball said that a meeting had taken place with the developers of the site in Coles Lane, Ockley. A Councillor from Ockley Parish Council had also attended the meeting to ensure Ockley PC were party to discussions. Councillors were concerned that this development might begin without a footpath being installed. Mr Ball said that the developers confirmed they were under no legal obligation to provide a path for the full length of Coles Lane but intend to install a section. It was agreed that the developer and agent should be invited to attend the next Full Parish Council meeting. (iv) Mr Ball mentioned the Rural Exception Site in Vicarage Lane which councillors were not keen to take forward. It was suggested that the land south of Capel village could be considered as a Rural Exception Site and a meeting with the site owner was being scheduled. (v) Mr Cox mentioned the footpath opposite Merebank Pond was overgrown and needed to be cut back. There was also a Willow tree growing in the ditch along Newdigate Road which needed to be removed. (vi) Mr Palmer mentioned repainting Beare Green pavilion. Councillors agreed the Parish Council would pay for the cost of the materials if volunteers would carry out the work. (vii) Mr Palmer mentioned that some dog walkers had asked if paving slabs could be placed around the base of the dog waste bins on the recreation ground as these areas became very muddy in wet weather. Councillors said this had been requested previously and agreed this was not essential.

**Capel** – (i) Mrs Schryver asked if a litter bin could be installed by the cricket nets on the recreation ground as litter was being left in the area especially when there was junior practice. It was suggested this should be something for the Cricket Club to action and will be put forward for discussion at the next meeting.

**Coldharbour** – (i) Mr McLachlan mentioned that he had received a risk assessment template from the Capel Cricket Club which was very informative. It was suggested that this template should be incorporated into the Parish Council's risk assessment. (ii) Mr McLachlan said that testing for Legionella was being carried out at the Coldharbour Cricket Club pavilion. This test is carried out regularly at Beare Green pavilion.

Mr McLachlan asked if the Clerk would contact Surrey County Councillor Helyn Clack to enquire if there was any progress on the feasibility study for the traffic calming at the A24 Beare Green Roundabout. The Clerk will make enquiries and circulate information to all Councillors.

**16 CORRESPONDENCE/INFORMATION:**

None.

**17 URGENT MATTERS AT DISCRETION OF CHAIRMAN AND FOR NOTE OF INCLUSION ON A FUTURE AGENDA:**

- Trig Street Project – meeting with Newdigate Parish Council
- Scott Broadwood School
- Metrobus Route 93 – meeting with Ockley Parish Council
- Bewley Homes invitation to June meeting

**Date of Next Meetings:**

**Annual Full Council: Monday 19<sup>th</sup> May 2025**

**Planning Committee: Monday 2<sup>nd</sup> June 2025**

**Finance Committee: Monday 1<sup>st</sup> September 2025**