Martyn's Law and Insurance Cover

The Council has reviewed the implications of the Terrorism (Protection of Premises) Act 2025 (Martyn's Law). The legislation introduces requirements for certain publicly accessible premises and events where 200 or more people may reasonably be expected to be present. Enhanced requirements apply to qualifying premises and events involving 800 or more people.

The Council will need to consider whether any of its premises or events fall within scope and, where applicable, review arrangements for evacuation, lockdown, communication and emergency response, I have flow charts to help determine our best route.

The Council's current Zurich Municipal policy provides £10 million Public Liability, £10 million Employers' Liability and £100,000 Legal Expenses cover. However, terrorism is currently excluded. Zurich has confirmed that additional terrorism cover can be considered if required.

Recommendation: That the Council notes the requirements of Martyn's Law, reviews its premises and events to determine whether they fall within scope, and asks Zurich Municipal to provide details and costs for adding terrorism cover to the existing policy.

Public Spaces Protection Order (PSPO)

The Parish Council had requested that MVDC consider introducing Public Spaces Protection Orders for Capel Recreation Ground and Beare Green Playing Field and Playground, in response to concerns including dog fouling, dogs being exercised off-lead and the use of electric scooters.

PSPO for Capel Parish confirms that the request was considered by Mole Valley District Council's Senior Leadership Team. However, due to the Council's transition to East Surrey Council on 1 April 2027, MVDC has advised that it is currently limited in the decisions it can make and that the PSPO request will need to be progressed by the new council.

Recommended action: Note the response and retain the supporting evidence so that the request can be resubmitted to East Surrey Council following its establishment.

Defibrillator Update

The defibrillator in Capel has now been replaced, and new children's paediatric pads have also been provided.

In Beare Green, Michelle currently looks after the defibrillator. Once she returns, the Parish Council will discuss arrangements with her and consider taking over responsibility for its ongoing maintenance and monitoring.

In Coldharbour, Simon has been looking after the defibrillator. The Parish Council will review the ongoing maintenance and monitoring arrangements to ensure appropriate cover continues across the parish.

Ash Dieback – Update

The Parish Council currently has eight trees affected by Ash Dieback which still require removal. Quotations have been requested from three tree surgeons, and these will be presented to the Council once received.

A grant application has been submitted to the Forestry Commission. The grant will not cover the cost of felling the affected trees but may contribute towards traffic management and restocking/replacement planting.

There is also a large Oak tree on Rusper Road which requires consideration. As Ash trees on Rusper Road will require traffic management, the Council may wish to consider whether it would be more cost-effective to undertake any necessary works to the Oak at the same time. The quoted cost of each separate traffic management application/hire is £4,225 plus VAT, so combining the works could avoid the need to incur this substantial cost twice.

Recommendation:
That the Council considers whether to include the Rusper Road Oak within the same programme of works as the Ash Dieback removals, subject to confirmation from the Council's arboricultural/tree contractor that removal or other works to the Oak are necessary and appropriate.

Councillor Recruitment and Succession Planning

The Council is asked to consider its approach to councillor recruitment and succession planning for the forthcoming year.

As part of this process, it would be helpful to establish whether any existing Councillors are considering stepping down in the foreseeable future. This is intended solely to assist with forward planning and to provide an indication of whether additional vacancies may arise.

The Council may also wish to consider how it can more actively promote the role of Parish Councillor and encourage residents to become involved in the work of the Council. Possible measures could include:

- promoting vacancies through the Council's website, social media and parish noticeboards;
- placing recruitment posters at suitable locations throughout Capel, Beare Green and Coldharbour;
- publishing information explaining the role of a Parish Councillor and the commitment involved;
- encouraging existing Councillors to raise awareness of the role within the community;
- providing a prospective councillor information sheet;
- inviting interested residents to attend a Council meeting and/or contact the Clerk for an informal discussion about the role.

A proactive approach would enable the Council to raise awareness of the opportunities available and encourage a wider range of residents from across the parish to consider becoming involved.

Capel Village Sign

The painted Capel village sign has been discussed with Fred. Due to the weight of the sign, it cannot safely be allowed to swing, and Fred will seek advice from a carpenter on the best method of securing and mounting it.

The final location for the sign will be **Markham Park**.

Council Tax – Parish Council Element

The Clerk has submitted a Freedom of Information request to Mole Valley District Council seeking clarification regarding the calculation and presentation of the Parish Council element of Council Tax. The request

seeks the methodology and figures used in the calculation, together with a worked example for a Band D property in Capel for 2026/27.

Clarification has also been requested regarding the distinction between the percentage increase in the Parish Council precept and the Parish Council's percentage share of the overall Council Tax charge.

Mole Valley District Council has acknowledged the request and confirmed that a response will be provided by 2 December 2026, in accordance with the Freedom of Information Act 2000 timeframe.