

**MINUTES OF THE PLANNING COMMITTEE MEETING  
HELD ON MONDAY 06 OCTOBER 2025  
IN CAPEL PARISH HALL**

- 1     **IN ATTENDANCE:** Mr Ball, Mr McLachlan, Mrs Schryver, Mr Salter, Mr Palmer, Mrs Taylor, Mr Cox, Mrs Watson and the Clerk.  
Pippa Beattie

**All attendees were reminded of the Meeting Etiquette printed at the top of the agenda.**

- 2     **APOLOGIES FOR ABSENCE:** Mr Ransome

- 3     **DECLARATIONS OF INTEREST:** None.

- 4     **PUBLIC QUESTIONS:** None.

- 5     **CAPEL NEIGHBOURHOOD DEVELOPMENT PLAN REVISION:**

Mr Ball addressed the meeting giving the Councillors an update on the revision of the Capel NDP. Mr Ball had recently attended a meeting at Mole Valley District Council with Mr Paul Garber, Special Advisor to the Parish Council on matters relating to Mole Valley Local Plan and all planning matters. Mole Valley advised that if there were no material changes to the NDP, an update would be sufficient. Minor changes would result in consultation and full changes would require a referendum. Currently the changes are somewhere between minor and full changes. The process for a referendum would require a consultation with the public and statutory bodies followed by Mole Valley's consultation. Before any consultation is agreed, the Parish Council should prepare reports to accompany the Plan. Councillors agreed that estimated costs should be obtained before anything is agreed.

Mole Valley have suggested a section could be included in the Plan advising how CIL money is spent which Councillors did not consider necessary.

Mr McLachlan asked if the inclusion of the Brook Cottage site, Capel had been mentioned for inclusion in the NDP. Mr Ball confirmed that Mole Valley would not allow this site to be included as it would warrant the expansion of Capel village settlement boundary. The agent for Brook Cottage site had contacted the Parish Council discrediting this information.

The Councillors asked if further information could be obtained to challenge Mole Valley and an independent advisor will be sought to consider this proposal.

Mole Valley agreed that there was no reason why the proposed development of the site could not be the subject of a planning application. The agent and developer of Brook Cottage site have been invited to attend the October Full Parish Council to discuss any application.

Mr McLachlan took this opportunity mention he had discussed the Coldharbour Conservation area with Duncan Clarke at Mole Valley District Council. The current area could be amended to extend the conservation area. Mr McLachlan will work with Mole Valley on extending the current conservation area.

**5. PLANNING APPLICATIONS:**

- **MO/2025/02185 – 27 Grenehurst Park, Capel.** This is an application for the insertion of 7 No. rooflights into front, rear and side elevations along with changes to fenestration. Mrs Schryver mentioned that when Grenehurst Park was originally built there were some conditions outlined regarding future renovations. Councillors are of the opinion that permission must be sought from the Board before any works are carried out. The Committee recommended that permission be refused on the grounds of privacy and failure to maintain the character and consistency of the architectural design.
- **MO/2025/02195 – The Old Vicarage, Vicarage Lane, Capel.** This is an application for a Certificate of Lawfulness for a proposed development in respect of replacement windows; replacement guttering and the erection of a shed. The Councillors considered the application and recommended this application should be approved.
- **MO/2025/02282 – Leith Hill Service Station, Horsham Road, Beare Green.** This is an application for Erection of an internally illuminated D6 advertisement display hoarding. The Councillors reviewed the application, and took into consideration the computer generated image and the proposal to use

of timers and light sensors. All agreed the new display hoarding would improve the appearance of the forecourt and recommended this application should be approved.

- **MO/2025/02150 - Land at Clockhouse Quarry, Horsham Road, Near Capel.** This is an application for the Details of the highway improvement measures on the Horsham Road (A24) submitted pursuant to Condition 8 of planning permission Ref: MO/2023/0789 dated 17 June 2025. (This application is determined by Surrey County Council under their ref SCCRef-2025-0102).
- **MO/2025/1131 – Land at Clockhouse Quarry, Horsham Road, Near Capel.** Details of a District Licensing for Great Crested Newts Delivery Partner Certificate for Phase 1 submitted pursuant to Condition 32 of planning permission Ref: MO/2023/0789 dated 17 June 2025. (This application is determined by Surrey County Council under their ref SCCRef-2025-0092)
- **MO/2025/0859 – Land at Auclaye Brickworks, Knoll Lane, Horsham Road, Caple.** This is an application for a Certificate of Lawful Development for a Proposed Use or Development in respect of the use of land for the extraction and export of clay from an area of 2ha at Auclaye Brickworks relying upon Lawful Development Certificate Ref: MO/97/1050 dated 9 September 1997. (This application is determined by Surrey County Council under their ref SCCRef-2025-0050).

Councillors took this opportunity to mentioned recent discussions around the recent grant application from Capel Alms Houses. Although the Trustees of the alms houses attended the last full Parish Council meeting outlining reasons why the grant was required, Councillors have not made a final decision. The Councillors have since discussed with the Trustees ways that could be explored to obtain the necessary funding. The Trustees will be invited to attend the October Full Parish Council meeting to discuss the way forward.

#### **DATE OF NEXT MEETINGS**

**Full Parish Council meeting: Monday 20 October 2025**

**Finance Committee meeting: Monday 27 October 2025**

**Planning Committee meeting: Monday 03 November 2025**

**ALL MEETINGS COMMENCE AT 7:30 PM IN CAPEL PARISH HALL**