

**MINUTES OF THE FULL PARISH COUNCIL MEETING
HELD ON MONDAY 12 DECEMBER 2022
AT CAPEL PARISH HALL**

1 IN ATTENDANCE: Mrs Dale, Mr Ball, Mr McLachlan, Mrs Schryver, Mr Ashwood, Mr Cox and the Clerk.
Kirsty Jones, Mole Valley District Council, Housing Services Manager (part).

2 APOLOGIES FOR ABSENCE: Mr Garber, Mr Salter and Mrs Ryan

3 TO APPROVE THE ACCURACY OF MINUTES OF THE FULL PARISH COUNCIL MEETING 21 NOVEMBER 2022:

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.

4 MATTERS ARISING:

None.

5 DECLARATIONS OF INTEREST:

None.

6 PUBLIC QUESTIONS:

None.

7 CLERKS REPORT:

- A resident has asked the Parish Council to reduce the height of 2 Oak trees which are overhanging his property in Bakers Way. Clay has given a quote of £1,750 but Planning Permission will be needed before this work can be carried out.
After discussion, the Councillors agreed they could not comply with this request. However, permission would be given to the resident to action the work himself, provided there is not a TPO on the trees. This information can be obtained from Mole Valley District Council.
- The owners of the site Hurst, Vicarage Lane, Capel have had comprehensive plans and reports prepared with their planning application to MVDC, should the Inspector approve the Local Plan. The plans will be available for review and comment, at a display in the Parish Hall on 13th December between 17.00 and 20.00.
- UK Power Network have asked for permission to go onto Parish land to cut back branches of trees around Misbrooks Green which are overhanging the power cables. They will advise when the work will be carried out and have given assurance power will not need to be interrupted.
- The drinking water fountain outside the Parish Hall has frozen. The water has been turned off. The frozen pipes have caused a leak to the urinal in the hall toilets. Plumber Brad Pearse has been asked to attend to this as an emergency.
- The Parish Council and Trustees of Charlotte Broadwood flats have jointly purchased a large bag of gritting salt. The salt will only be used for areas outside the Parish Hall and Charlotte Broadwood flats.

8 ADDRESS BY KIRSTY JONES, MVDC HOUSING SERVICES MANAGER:

The Chair welcomed Ms Jones to the meeting. Councillors were advised that this was an opportunity to understand proposed alterations to the Housing Allocation Policy before the Parish Council submits its response to the consultation. The proposal is to remove the existing rural policy so that social housing controlled by the District Council will no longer have to consider local residents first when a vacancy in that settlement occurs.

Ms Jones explained that with the reduction in the numbers of social housing becoming available, all families in need of accommodation should be treated equally.

The Chair thanked Ms Jones for making the reason behind the proposed alteration to the proposal clearer.

The Councillors discussed the proposal and agreed that the original element should remain, with a view to it being reviewed again in a few years' time. The Councillors agreed that a statement to that effect should be forwarded to the consultation.

9 UPDATE MOLE VALLEY LOCAL PLAN:

Mr Ball advised that no further information had been received from the Inspector. It was now likely that next stage of the Plan would not happen until June or July due to the elections scheduled for May 2023.¹

10. UPDATE APPEAL HEARING LAND OFF TEMPLE LANE, CAPEL:

The Council was represented at the hearing by both Parish Councillors and members of the retained legal team. This appeal hearing was held remotely. A decision had been made by the Inspector on 8 December 2022 confirming that outline planning permission for the residential scheme of up to 60 dwellings had been allowed.

11. LAND OFF TEMPLE LANE, CAPEL:

The Councillors had considered a draft response to solicitors Engleharts letter dated 22 November 2022 agreed further alterations and additions should be made. The draft letter was discussed, and the Clerk will circulate the updated draft to all Councillors before the final version is sent.²

12. PARISH COUNCIL ELECTIONS MAY 2023 AND COUNCILLOR RE-ELECTION:

The Council discussed the Parish elections scheduled for May 2023 and the possibility there could be a Councillor vacancy.

13. KING CHARLES III CORONATION CELEBRATIONS:

Mrs Schryver informed the Council that the Coronation Committee were putting together a weekend of celebrations. There will not be a beacon lighting. This will happen in 2024 to commemorate the 80th anniversary of D-Day.

Capel will organise "Capel's Got Talent" on Friday May 3rd. The actual Coronation ceremony will be shown on a big screen in the Memorial Hall on Saturday 4th May, with breakfast being served. The Crown pub will host a live band in the evening with all proceeds being donated to Scott Broadwood school. A service in the church will be on Sunday 5th.

To date no arrangements have been confirmed for either Beare Green or Coldharbour.

14. REPORTS FROM MEMBERS:

(a) Finance

(i) To agree, approve and Authorise Cash Book entries for month of November 2022:

As the bank statement for November 2022 had not yet been received, the cash book was not signed.

(ii) To agree and approve accounts to 12 December 2022:

Mr McLachlan addressed the meeting and advised that that budget has almost be spent. It was pointed out that £26,000 had been spent on legal fees relating to the Mole Valley Local Plan and land south of Coles Lane, Ockley. Legal representation for the Coles Lane application had not been allocated for in the 2021/22 budget. Reserves will need to be accessed as an overspend was now unavoidable.

The current account balance on 12 December 2022 was £23,823.47 and the balance of the reserve account remains at £50,307.10. On 19 December 2022, the current account balance is showing £6,490.20.

The Clerk will now apply for the VAT refund for November and December 2022.

The Council discussed the payments covering Parish Maintenance. It was agreed Surrey County Council would be contacted and asked if a contribution could be made towards these costs. The Clerk will outline maintenance for the past 6 months, as payments in this period have been a particularly

¹ MVDC has announced it has taken the decision to pause before moving on to the next stage in its Future Mole Valley timetable. MVDC will await clarification on the government's plans for the planning system and Green Belt before deciding its next course of action.

² The agreed letter was forwarded to Solicitors Engleharts on 19 December 2022 and a delivery receipt has been received. The PC has given a final deadline for closure of 31st March 2023.

heavy. Maintaining trees during and after the exceptionally dry summer has contributed to an overspend on the budget. It was agreed that a further Tree Survey would be undertaken after April 2023.

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

PAYMENTS RECEIVED

*Contribution to ditch work, Temple Lane £1,905.00

PAYMENTS APPROVED

		VAT	TOTAL
Mrs L Quirk	£45.00		£45.00
SES Water – Burial Ground	£61.88		£61.88
39 Essex Chambers Invoice 253701 – Coles Lane	£5,400.00	£1,080.00	£6,480.00
Form Design Group 1785 MVLP	£1,710.00	£342.00	£2,052.00
Fred Evans Ditch work Moorhurst Lane, BG	£150.00		£150.00
Fred Evans Ditch work Temple Lane, Capel*	£3,810.00		£3,810.00
Clay Griffin groundwork Capel and Beare Green	£1,900.00		£1,900.00
Donation Royal British Legion Poppy Appeal	£100.00		£100.00
Surrey Sports and Turf Invoice 2900	£740.00	£148.00	£888.00
Coldharbour Sports Social Club Outfield repair	£425.00		£425.00
J Russell December salary	£2,479.40		£2,479.40
HMRC Clerk's income tax	£619.80		£619.80
OPUS Energy Gas DD	£162.64	£8.56	£171.20
OPUS Energy Electricity DD	£60.62	£3.20	£63.82
Total	<u>£17,664.34</u>	<u>£1,581.76</u>	<u>£19,246.10</u>

Although approved, payment to HAGS for playground repairs - £501.30 continues to be withheld.

(iv) TO APPROVE THE PRECEPT FOR 2023/24:

The Finance Committee had met on 7 November 2022 and discussed the budget for 2023/24. Looking at the biggest budget payments it was agreed that the precept request would need to be increased. Inflation is running at 11% at present. The Finance Committee therefore proposed the precept should be increased by 8.5%. The Parish Council will request a precept of £109,026.

The proposal was put before the Full Council. The increase was unanimously agreed, and the motion carried.³

(b) Ward Matters for discussion

Coldharbour – None.

Capel – None.

Beare Green – None.

15 CORRESPONDENCE:

None.

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

- Councillor Re-elections
- May 2023 Coronation Celebrations.

Dates of Next Meetings - All to be held at Capel Parish Hall

Planning Committee: **Tuesday 3 January 2023**

Finance Committee: **Monday 9 January 2023**

Full Council Meeting: **Monday 16 January 2023**

³ Signed precept form forwarded to Mole Valley on 19 December 2022.