

## CAPEL PARISH COUNCIL

### MINUTES OF THE FULL PARISH COUNCIL MEETING HELD REMOTELY ON MONDAY 15 FEBRUARY 2021 AT 7.30pm

**PRESENT:** Mr Ball, Mr McLachlan, Mrs Dale, Mrs Schryver, Mr Salter, Mr Ashwood, Mrs Ryan and the Clerk. District Councillors Mary Huggins and Lesley Bushnell. Mr Nick Procter and Ms Hattie Ford.

1. **APOLOGIES FOR ABSENCE:** Mr Garber, Mr Cox and District Councillor Caroline Salmon.
2. **TO RECEIVE AND ADOPT MINUTES OF PARISH COUNCIL MEETING HELD ON 18 JANUARY 2021:** Mrs Schryver asked for a statement in paragraph 14(iv) to be amended. The path in need of repair extends 100 yards beyond the kissing gate. Mr Ashwood asked for the minutes to be amended to ensure his name is spelt correctly. The minutes were corrected and then accepted as a true record of the meeting. All Councillors voted in favour of accepting the records and the minutes will be signed by the Chairman when Covid restrictions are relaxed.
3. **TO RECEIVE AND ADOPT MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 01 FEBRUARY 2021:** The minutes were accepted as a true record of the meeting. All Councillors voted in favour of accepting the records and the minutes will be signed by the Chairman when Covid restrictions are relaxed.
4. **MATTERS ARISING:**

Mr Ball mentioned the recent decision made by Mole Valley District Council regarding planning application MO/2020/1582 - Upper Minnickfold Place, Anstie Lane, Coldharbour. He believed this was potentially poor behaviour by Mole Valley Planning Committee and possibly a rash decision by the Case Officer, particularly if the Capel NDP policies had not been fully considered. Mr McLachlan said that he was concerned that the AONB office had been consulted between the two hearings and obtained an opinion which was then used at the second meeting. He considered that whilst the decision may have been reasonable, the process was possibly incorrect. The AONB office did not consider that anything was wrong with the application and so those officers who were undecided at the first meeting were then influenced to approve. It was considered that this was the first time a Mole Valley Officer's recommendation had been disagreed with as the officer should be expert enough to guide the Committee on a decision.

District Councillor Bushnell said she had been on the decision-making Committee and mentioned that at the first meeting those who were overturning the Officer's decision were unable to come up with good planning reasons why and therefore the decision was deferred. The whole application was debated again at the second meeting taking into consideration the recommendation of the AONB office and the additional information the Planning Officer had been able to research. Mr Ball said the Planning Officer did not appear to take NDP policies into consideration when making the decision. Mr McLachlan said he would draft a letter to Mole Valley outlining the Parish Council's concerns regarding the process.
5. **DECLARATIONS OF INTEREST:**

None.
6. **PUBLIC QUESTIONS:**

Mr Procter addressed the meeting. He mentioned the slow broadband connection in Newdigate and said an application was being submitted for the whole village to transfer to superfast broadband. He confirmed the voucher scheme will be up and running again after 31 March 2021. Mr Procter said he would be pleased to report to back to the Council with further information.

Mr McLachlan said that Coldharbour had investigated this and that rural areas had issues with cables and street cabinets.

**7. CLERK'S REPORT:**

- i. Information has been received from Mole Valley regarding the removal of BT payphones within Mole Valley. This is a final notification of their decisions. The payphones at Horsham Road, Beare Green and The Street Capel have both received objections against their removal.
- ii. The carousel in the Capel playground has been roped off and will remain closed until the new equipment is received. Unfortunately, a child had his knee trapped under the equipment. The height of the carousel had been highlighted at the recent inspection.
- iii. Norman Ede has contacted the Council asking for some assistance replacing and installing stiles and fencing on Strood Copse, Nightless Copse and Dairy House Nature Reserve. As the fences and stiles are all on private land, the request has been forwarded to SCC Countryside Alliance team.
- iv. A leak was reported from the urinal in the toilet at the Parish Hall. This was due to frozen pipes. Now the pipes have thawed, there is no longer a problem.

**8. POLICE CRIME STATISTICS**

The crime statistics had been received covering the dates 18 January to 15 February inclusive. The information was circulated to all Councillors prior to the meeting. The Chairman read through the statistics and detailed one incident in Capel regarding suspicious circumstances and suggested this should be investigated further with the Police. Mr McLachlan said that every month a list is received but it would be beneficial to have some further information on these issues. The Clerk will ask the Police to either attend the meeting or give more detailed information.

The Police have responded to this request and said that they will make every effort to include more information but that would be dependent on there being enough time and making sure the information was in line with data protection regulations.

**9. FACEBOOK UPDATE:**

Mrs Ryan discussed she is experiencing some difficulties with a publishing account for photographs via the Hootsuite app. Further assistance from other Councillors is being sought. Mrs Ryan confirmed that although the Facebook page has not been promoted but there have been several followers.

**10. ANNUAL PARISH MEETING – 8 March 2021:**

The Chairman mentioned the upcoming Annual Parish meeting. This is a meeting for parishioners organised by the Parish Council. A zoom meeting was suggested and agreed rather than suspend the event. Members of the public will be invited to attend this meeting especially members of local groups and organisations. A flyer and article will be forwarded to the parish magazine giving information. The Chairman will also give a presentation highlighting the council's achievements over the past year. It was also agreed to invite a representative from Your Fund Surrey to come along and present information on this fund.

**11. DISTRICT COUNCIL ELECTIONS – 8 MAY 2021:**

District Councillor Mrs Bushnell confirmed that there will be County Council elections this year. Mention was made regarding the upcoming Annual Council meeting in May and the requirement to have this meeting. It was agreed that a face-to-face meeting is a much better option, when regulations allow but hybrid meetings would encourage more attendance from members of the public.

**12. TO DISCUSS PLANNING APPLICATIONS:**

- **MO/2020/1009 – South Holmwood Brickworks.** A response has been forwarded to Surrey County Council. This was not a decision to refuse the application but to agree the conditions especially how it responds to conservation. The demolition of the old brickworks could increase dust and noise for neighbouring properties.
- **MO/2020/2346 – Meadowland, Horsham Road, Beare Green.** This is an application for the erection of a single dwelling, landscaping and parking. This is a backland development with vehicular access and access for services via a public footpath which runs between Horsham Road and Leith Road. An examination of the layout proposal in particular the parking arrangement shows that looking at the swept path the amenity space is minimal. Privacy and impact are also key considerations which fail to meet acceptable standards. Other considerations include access for utility services and emergency services, visitors parking etc.

The Parish Council does not consider this application to be compliant with Mole Valley and Capel NDP policies and these policies were highlighted as being non-compliant: NDP policies - CA-HA 1-3 are not relevant as the proposals do not relate to site allocation for housing; CA GA 1 poor connections; CA ESDQ 3 poor design and does not contribute to the character of the Village; ESDQ 6-8 failing to meet objectives; CA BGPO 1 proposal does not have regard to proximity and privacy of neighbouring dwellings.

Mole Valley policies - ENV 22 fails to meet any of the criteria 1-7 failing to provide a satisfactory environment for occupiers (7); ENV 23 does not respect the setting; ENV 24 cramped appearance; ENV 29 Crime risk; RUD 1 the proposal cannot be considered as infilling; RUD 4 not compliant. Access via a public footpath is unacceptable would be to the detriment of users. The Councillors unanimously agreed that this application should be refused.

- **MO/2020/2345 – 152 The Street, Capel.** The architect has been contacted regarding this proposal. They are reconsidering the design and the decision will now be deferred until 1 March Planning Committee meeting which falls within the 4 March deadline.

**13. UPDATE SCC REF 2020/0079 – LAND EAST OF SWIRES FARM, LODGE FARM, LODGE LANE, SOUTH HOLMWOOD:**

Mr Garber addressed the Council saying he had spoken to Surrey County Council Planning Officer. He had drafted a response to this application highlighting the fact that there had been no real consultation with Surrey County Council and the significant documents provided were over three years old. Importantly no significant traffic management programme had been submitted. The Chairman said he believed the delay was not down to the applicant but was on the part of the County Council.

Mrs Dale addressed the Council and said that she had been made aware of further information.

- She stressed it was not possible to ascertain where the spoil was coming from until the project is approved. She suggested a condition could be made to ensure this is collected from sites within a 30-mile radius of Swires Farm.
- She said the application does have an agreed route for the lorries to take, suggesting the route to the site is along Mill Lane into Henfold Lane.
- There would be no intention of re-routing the bridleway just put in an alternative until the capping is complete. Any damage would be for the Surrey Rights of Way Officer to ensure it is reinstated. Mr Garber stressed that no environmental issues had been addressed.

Mr Garber said that the application as it stands has out of date reports and the further information could not be supported.

The Chairman asked if another application were to be submitted with detailed traffic management and up to date environmental policies would the Council still object? Mr McLachlan suggested this is not the only way of capping the site. Other options should be reviewed. Discussion also took place arguing if the mound was contaminated. Mrs Dale said it was not contaminated but moving, and the capping would allow for trees to be planted.

The Chairman asked if the Council would approve this application as it stands or is it too out of date to pass? The Councillors agreed that they could not support the application for approval with current information and therefore a letter of objection would be forwarded to Surrey County Council.

**14. REPORTS FROM MEMBERS**

**(a) Finance:** Mr Salter addressed the Council, taking the Councillors through the Budget Analysis. £96,000 has been spent this year to cover the running costs of the Council. Overall, £233,000 has been spent, the balance coming from easements and CIL payments. This shows there has been good financial management. A payment of £5,000 has been made to Surrey County Council for the Beare Green roundabout feasibility study, a £500 donation to the Community Fridge and a £750 grant to Coldharbour Church. All Councillors approved the accounts to 15 February 2021.

Mr McLachlan mentioned the funds being held on behalf of Capel Magazine. Mrs Schryver said that the magazine's bank account had recently been signed over to new signatories and the money would be transferred out as soon as possible.

- (i) The accounts detailing receipt and payments for the period 18 January to 15 February 2021 had been circulated for approval. Details of invoices were given, and all councillors approved payments. It was again stressed that although the invoices were not being signed all invoices had been itemised and approved and would be signed as soon the Council meets again face-to-face.

**INCOME**

|                               |                          |
|-------------------------------|--------------------------|
| Transfer from Reserve Account | £30,000.00               |
| Easement                      | £500.00                  |
| <b>Total</b>                  | <b><u>£30,500.00</u></b> |

|   | <b>Net</b>               | <b>VAT</b>            | <b>Gross</b>             |
|---|--------------------------|-----------------------|--------------------------|
| <b>ADMIN AND OTHER PAYMENTS</b>                       |                          |                       |                          |
| Donation - Mid Surrey Community Fridge (paid Jan.)    | £500.00                  |                       | £500.00                  |
| Grant – Coldharbour Church (paid Jan.)                | £750.00                  |                       | £750.00                  |
| Clay Griffin – grounds work (paid Jan.)               | £4,550.00                |                       | £4,550.00                |
| Playdale – Coldharbour playground spares (paid)       | £23.40                   | £4.68                 | £28.08                   |
| Maltaward Barriers – Temple Lane                      | £66.43                   | £13.29                | £79.72                   |
| S Dixon for L Quirk                                   | £45.00                   |                       | £45.00                   |
| Zoom Monthly charge                                   | £14.39                   |                       | £14.39                   |
| Surrey County Council – Beare Green feasibility study | £5,000.00                |                       | £5,000.00                |
| Mulberry & Co Half Year audit                         | £120.00                  | £24.00                | £144.00                  |
| Surrey Hills Membership renewal                       | £25.00                   |                       | £25.00                   |
| Surrey Playing Fields Affiliation fee                 | £10.00                   |                       | £10.00                   |
| Fred Evans – grounds work                             | £690.00                  |                       | £690.00                  |
| Treeline  | £320.00                  | £64.00                | £384.00                  |
| Helpdesq  | £18.00                   | £3.60                 | £21.60                   |
| Helpdesq  | £13.80                   | £2.76                 | £16.56                   |
| Helpdesq  | £50.53                   | £10.11                | £60.64                   |
| J Russell – February salary                           | £1,949.90                |                       | £1,949.90                |
| HMRC Clerks Income Tax                                | £531.80                  |                       | £531.80                  |
| Mrs L Bignell – February salary                       | £267.80                  |                       | £267.80                  |
| OPUS Energy – Electricity DD                          | £42.94                   | £2.15                 | £45.09                   |
| OPUS Energy – Gas DD                                  | £125.00                  | £6.25                 | £131.25                  |
| <b>Total</b>  | <b><u>£15,113.99</u></b> | <b><u>£130.84</u></b> | <b><u>£15,244.83</u></b> |

**15. Ward Matters for note or inclusion on a future agenda:**

- (i) **Capel:** (i) Mrs Schryver asked if the Horticultural Society could hold its annual plant sale on the recreation ground. The Councillors approved if it was consistent with Government guidelines. (ii) Mr Ashwood mentioned the building works along Hoyle Hill and the mess it was making of the footpath. This had been mentioned to Mole Valley Enforcement Team, but no action has been taken because of Covid restrictions. The Clerk would contact the Enforcement Team again and ask if this matter could be dealt with. (iii) Mrs Dale mentioned the verges along Temple Lane again. At the last meeting, County Councillor Helyn Clack had mentioned she would contact Highways and ask for reflective bollards to be installed. The Clerk will contact County Councillor Clack again and ask if there was any further information. Mr Ashwood agreed to take some photographs and also suggested some allocated passing places could be introduced. (iv) District Councillor Bushnell said she had contacted Surrey County Council Highways again regarding the potholes along the Clockhouse bend on the A24, which are now becoming dangerous. She also mentioned she had contacted County Councillor Clack regarding the speed limits along this stretch of road and was hoping for some action and further information. Mrs Dale mentioned that some trees had been cut down along this stretch of road by the operatives who were not wearing PPE or operating traffic safety.
- (ii) **Coldharbour:** (i) Mr McLachlan addressed the Council and gave an update on Wolvens Lane. This had been resurfaced, a temporary closure TRO put in place and is currently closed until April 2021. Surrey County Council Rights of Way have stated they are going through a consultation period for a permanent closure. This was announced at Local Committee at Mole Valley meeting last week. The consultation will start at the end of February and information will be given on how people can get involved. It will be a three-month consultation period and the decision will be made at the next Local Committee meeting in June. Mr McLachlan said he attended Surrey Hills Byways working group that morning. This is attended by all groups, those who think the closure is a good idea and those who totally oppose it. There is likely to be

confrontation as the opposing groups plan to strongly oppose the permanent closure. Mr McLachlan asked that this item be on the agenda for March when consultation details will be available, and he would be asking for support from the Parish Council as a statutory consultee. Mr McLachlan then stressed that there was little point closing Wolvens Lane unless the other byway in Coldharbour is also closed. Traffic on Coldharbour Common Road has now increased, and the Right of Ways team do not have funds to do anything about it. Mr McLachlan said he would like to apply, on behalf of the Parish Council, to the Your Fund Surrey scheme. If this could be funded as a community project the money could then be given to the Rights of Way team to resurface this byway. A temporary closure can then be applied for and the process can begin again for this byway.

- (iii) **Beare Green:** (i) Mrs Ryan mentioned the ash trees that had been removed from the triangle on the entrance to Beare Green. It had been mentioned that this area would be replanted when the area is tidied. The replanting might not be trees but something lower, possibly hedging. Mrs Ryan also mentioned the trees that had been felled by the War Memorial and stacked up. The National Trust had undertaken this work and the felled logs were available for residents to take and use. (ii) Mr Salter mentioned Ark Cottage and asked if the ditch around the dwelling had been moved taking its boundary onto Parish land. The Clerk will contact the owner of the cottage asking for confirmation that this had not happened. In the meantime, plans will be obtained showing the boundary lines.

## 16. CORRESPONDENCE:

- i. **ERTA Voluntary Transport:** The Chairman confirmed that the council had received an email from Richard Pill, ERTA Vice Chairman regarding Waverley Council's deliberate on the bid for a canal rather than a railway on the old track bed of the former Guildford-Horsham rail link. If this rail link is not reopened all development will be directed to the roads which in normal times get congested and urban areas suffer. The group is asking for volunteers and members. Mr McLachlan asked why a voluntary group was taking this action when there should be lobbying of National Rail and MPs. The Council agreed this would be unlikely to have any effect on the parish. The Council does support these in general efforts and would benefit from the rail link being reopened. The Clerk will draft a letter and circulate to all Councillors before it is forwarded.
- ii. **Possible Planning Breach: 8 The Street, Capel.** For information from Mole Valley Enforcement Team. They had informed the Council that they had been in discussions with the owner of the site in regard disruption to neighbours, contractor parking and construction of a hardstanding. The Enforcement Team did not consider that a material change of use had occurred and no breach of planning control had been undertaken.
- iii. **Gatwick** – GAL had sent information to the Council announcing the implementation of charging for vehicles using its North Terminal forecourt from 8 March 2021. The Council mentioned that this was being introduced at other airports.

**Any requests for agenda items should be notified to the Clerk one week before the next meeting.**

## DATES OF NEXT MEETINGS:

|                               |                             |
|-------------------------------|-----------------------------|
| <b>Planning Committee:</b>    | <b>Monday 1 March 2021</b>  |
| <b>Annual Parish Meeting:</b> | <b>Monday 8 March 2021</b>  |
| <b>Full Council Meeting:</b>  | <b>Monday 15 March 2021</b> |
| <b>Finance Committee:</b>     | <b>Monday 10 May 2021</b>   |

**Due to Covid-19 restrictions these meetings will all be held remotely, commencing at 7:30pm**