

## CAPEL PARISH COUNCIL

### MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 20 AUGUST 2018 AT 7.30pm IN CAPEL PARISH HALL

**PRESENT:** Mr Ball, Mr McLachlan, Mr Margetts, Mr Salter, Mrs Schryver, Mrs Dale, Mrs Ryan and the Clerk

**IN ATTENDANCE:** District Councillors Mrs Watson and Mrs Osborne-Patterson.

**1 APOLOGIES FOR ABSENCE:** Mr Garber, Mr Cox and District Councillor Mrs Huggins.

**2 TO RECEIVE AND ADOPT MINUTES OF PARISH COUNCIL MEETING ON 16 July 2018:** The minutes were adopted and signed by the Chairman.

**3 MATTERS ARISING:** None.

**4 DECLARATIONS OF INTEREST:** Mr McLachlan (7- Europa Oil and Gas); Mr Margetts (7 -Lime Cottage).

**5 PUBLIC QUESTIONS:** Councillor Osborne-Patterson circulated literature on Mole Valley's Economic Prosperity Strategy and mentioned the Annual Summit that will take place in September. This summit will set the agenda for the District Council next year. She outlined her position as a Cabinet member for People and Rural Mole Valley and said that lots of changes within Surrey County Council would be taking place next year. She mentioned the Mole Valley planning service and said that councillors and Parish Councils alike were disappointed with the service.

Councillor Watson said that she was mindful that Mole Valley had recently announced the modest expansions to villages and was now discussing proposed changes to the Green Belt.

**6 CLERK'S REPORT:**

- A complaint has been received from Capel Tennis Club regarding bonfires on the allotments and a drone being flown over the tennis courts, both incidents occurring whilst a match was in progress.
- A letter has been sent to all allotment tenants, reminding them that whilst bonfires are allowed, they must be considerate to neighbours. A new addition to the tenancy agreement will be issued, ensuring that in future bonfires must be contained in incinerators.
- A statement regarding flying of drones on Parish land (attached) needs to be discussed.
- Regardless of the recent installation of dog poop bin dispensers on various locations throughout the parish, dog fouling continues to be nuisance. Unless this stops the bye-law requesting that dogs remain on leads whilst on the recreation grounds will be enforced.
- The recently repaired bench at the back of Capel recreation ground has been vandalised again.
- Following the publication of the Mole Valley's initial ideas for the Local Plan, the Parish Council has prepared statements to (a) send to Parish magazines, (b) respond to any enquiries and (c) reply to Caroline Salmon, ex-Lib Dem District Councillor. These are attached.
- The Parish Council has set up a dedicated email address for comments and local opinions to feed back to Mole Valley. The email is [localplan@capelparishcouncil.co.uk](mailto:localplan@capelparishcouncil.co.uk)

**7 PLANNING APPLICATIONS:**

**MO/2018/1272 - CPC/18/039: 1 Anstiebury Close, Beare Green.** This is an application for the demolition of an existing conservatory and erection of a single-storey rear extension. It was agreed that there would be no adverse effect on immediate neighbours or parking. The planning statement suggests that the extension would be built with brick matching the existing property. This extension would be inside the village settlement area. The Parish Council therefore recommended that planning permission be approved.

**MO/2018/1255 - CPC/18/040: Taylor's Farm (Barn Field), Rusper Road, Capel Dorking.** This is prior notification for the erection of an agricultural barn for the storage of agricultural equipment. The Parish Council was unable to decide on this application as there was insufficient information provided. It was agreed that this application should not have been accepted by Mole Valley's Case Officer. The Clerk

will write to Mole Valley and ask for more information. A decision will be made when further information is provided.

**MO/2018/1337 – CPC/18/41: 22 The Street, Capel RH5 5LE.** This is an application to crown thin by 25% one Sycamore tree and one Walnut tree located in the rear garden of the property. The Parish Council recommends this application should be approved.

**MO/2018/1342 – CPC/18/42: Lime Cottage, Ruggie Farm, Horsham Road, Capel RH5 4PT.** This is an application of a Certificate of Lawfulness for the existing use in respect of an existing barn having been used for non-agricultural commercial storage purposes for in excess of 10 years. The Committee was advised that there was letter of support for this application and therefore the Parish Council recommended that this application should be approved.

**MO/2018/1249 – CPC/18/043: The Old Stone Barn, Anstie Lane, Coldharbour RH5 4LP.** This is an application for the erection of an open sided privacy shelter. Although no objections had been received from neighbours, the Parish Council was concerned that the drawing supplied was not to scale and there was no detailed plan. There was insufficient information to decide and so this application will be deferred until more comprehensive information is received.

**MO/2018/1360 - 1381 and 1382: Land at Bury Hill Wood, Coldharbour Lane, Holmwood RH5 6HN.** These are three applications from Europa Old and Gas Limited. Two previous applications have expired, and the applications are for three more years. The time scale is too short for a response as there is so much information contained in these documents and any response should not be rushed. There are also different timescales and dates for responses to both Mole Valley and Surrey County Council. Mr McLachlan asked the Parish Council to respond to Mole Valley, asking why there was a difference in response times and why there were never any objections put forward to any applications.

**MO/2017/2164 - Melville House, Newdigate Road, Beare Green.** The appeal for this application has been approved although the neighbour is now questioning the decision. The Parish Council agreed that there are no grounds to question the decision, unless it can be proved a point of law was not followed.

- 8 UPDATE - THE KNOLL, HORSHAM ROAD, BEARE GREEN.** The Committee was reminded that although an easement was agreed verbally the owner of the property has now questioned whether an easement is necessary and has instructed a solicitor to act on his behalf. The property is now let and it was agreed that no new access can be created without the easement approved.
- 9 PLAYGROUND IMPROVEMENTS – BEARE GREEN AND CAPEL.** It was agreed that before any decision could be made on upgrading the playground equipment on Beare Green recreation ground, the Parish Council should have some idea of what the local children really wanted. It was agreed to engage with children's groups and discuss again at the September Parish Council meeting.
- 10 FLYING OF DRONES OVER PARISH LAND.** The Parish Council discussed the complaint regarding the flying of drones whilst a tennis match was taking place and distracting players. A by-law could be adopted but discussion was held over how this would be policed. It was therefore decided that as there was no legislation against flying drones the Parish Council would remind people to be considerate.
- 11 UPDATE – CAPEL SPORTS PAVILION.** The loan application had now been submitted. This money would enable the larger donations to be granted. Trenching on the new extension will start in September and should be finished by March 2019.  
In the meantime, the newly refurbished Bowls Club was being used for storing cricket club equipment. It was agreed that an arrangement needed to be made regarding rent.
- 12 COMMON LAND COLDHARBOUR.** Mr McLachlan told the Parish Council that a small triangle of land in Coldharbour had no apparent proof of ownership and now needed to be maintained. It was agreed that the Parish Council would maintain the ground until proof of ownership was proved.
- 13 UPDATE – TREE ASSESSMENT.** As all the trees in the high-risk category had now been dealt with, it was agreed to stop working through the programme and being again early next year once the budget has been assessed. In the meantime, the Oak tree outside Carterdale Cottages, Capel will be dealt with. It is dead and needs to be felled as a matter of safety.

## 14 REPORTS FROM MEMBERS

**(a) Finance:** The accounts detailing receipts and payments for the period 17 July to 20 August 2018 were presented for approval and signature. Cheques were signed by two councillors:

### Admin and Other Payments

	Net	Vat	Gross
SSALC Limited	£90.00	£18.00	£108.00
Mrs L Bignell salary	£240.20		£240.20
Mrs J Russell salary and mileage	£1,417.80		£1,417.80
HMRC	£401.80		£401.80
Burleys (July 2018)	£1,087.36	£217.47	£1,304.83
Pear Technology	£565.00	£113.00	£678.00
Helpdesq	£44.28	£8.86	£53.14
Wellers Hedleys (re-grant Lease)	£1,500.00	£300.0	£1,800.00
The Image Company	£47.00	£9.40	£56.40
S Dixon for L Quirk (hall cleaning)	£40.00		£40.00
NALC Annual Conference	£195.00	£39.00	£234.00
Mrs J Russell reimbursement (postage & land registry)	£12.48		£12.48
JRB Enterprise (Poop dispensers Beare Green)	£255.00	£51.00	£306.00
Helpdesq	£128.58	£32.16	£160.74
Mrs J Russell reimbursement (reflectors)	£25.85	£5.22	£31.07
OPUS Energy Electricity D/D	£37.58	£1.88	£39.46
OPUS Energy Gas D/D	£7.62	£0.38	£8.00
<b>Total</b>	<b>£6,095.55</b>	<b>£796.37</b>	<b>£6,891.92</b>

Bank reconciliation at 31 July 2018 - **£24,014.98**

Copies of the monthly budget analysis were circulated, and Mr Salter agreed to expand the information to provide more clarity.

### **(b) Ward Matters for note or inclusion on a future agenda:**

- (i) Beare Green:** (a) Mrs Ryan asked if the trees and foliage beside the pavement could be cut back from Moorhurst Lane to Holmwood station, as pedestrians were finding it difficult to walk along the path. This had already been cut back earlier this year. The Clerk will obtain a quotation for the work and it will be discussed at the September meeting. (b) It was asked if Crime Statistics could be obtained for the next meeting.
- (ii) Capel:** (a) Mrs Schryver asked if it was possible to get a WW1 figure for the village. This had already been researched and although it was too late to obtain a grant, the figures could still be purchased but it was agreed they were too expensive. (b) It was asked if the telephone kiosk in The Street could be adopted. It was deteriorating and in a state of disrepair. The Clerk will make enquiries. (c) The Capel Show was a fantastic success with upward of 5,000 visitors. There were over 500 classic cars on display. (d) The defibrillator at the south end of the village was located inside the GP practice. The Clerk will ask the Practice Manager if there is a reason for this and perhaps consider moving it to the outside of the building. (e) Japanese Knotweed has been reported growing in a hedge on the verge at Seaman's Green. This is being dealt with. (f) The sign for Wigmore Lane off the A29 is not visible. The Clerk will ask Highways to look into repositioning.
- (iii) Coldharbour:** (a) Mr McLachlan said the solar panel project at the Cricket Pavilion was well under way and should be finished this weekend.

## 15 CORRESPONDENCE:

- i. The Chairman said that a letter had been received from Mole Valley District Council inviting Councillors to a Planning Peer Review on the 6 September. Mr Garber, Mr Margetts and Mrs

Dale will attend, and the Chairman asked for some examples of where the Planning Department have not complied to be emailed to him so that Capel Parish representatives could attend the meeting with the information. The Clerk will ask Mole Valley if this meeting will be minuted, what the format will be, who else will be at the meeting and who from Mole Valley will be attending.

- ii. An estimate has been received to upgrade the lighting in the Parish Hall and Office to LED and also replace the covers on the lights in the hall. It was agreed that a second estimate should be sought before a decision is made.
- iii. An email had been received regarding the setting up of Moving Forward, a drug and alcohol rehabilitation unit. It was agreed that the Clerk would ask Mole Valley if they were aware of this, and if so, why they had not informed the Parish Council.

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

**DATES OF NEXT MEETINGS:**

**Planning Committee: Monday 2 September 2018 at 7.30pm**

**Full Council Meeting: Monday 17 September 2018 at 7.30pm**

**Finance Committee: Monday 10 September 2018 at 8pm.**

**All meetings will be in Capel Parish Hall.**