

CAPEL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 21 AUGUST 2017 AT 7.30pm IN CAPEL PARISH HALL, CAPEL

PRESENT: Mr C Ball, Chairman, Mr S McLachlan, Mr P Garber, Mrs A Schryver, Mrs P Dale, Mr D Cox, Mr Salter Mr Margetts and the Clerk.

1. APOLOGIES FOR ABSENCE: District Councillor Mary Huggins

IN ATTENDANCE: District Councillors Michelle Watson and Corinna Osborne-Patterson and Mrs Lisa Ryan.

2. TO RECEIVE AND ADOPT MINUTES OF PARISH COUNCIL MEETING ON 17 JULY 2017 AND PLANNING MEETING 7 AUGUST 2017: The Parish Council meeting minutes dated 17 July 2017 were adopted and signed by the Chairman. There was one amendment to the Planning meeting minutes dated 7 August 2017 Item 7(ii). This should conclude with the sentence "The Parish Council recommends that the emerging plans should be taken into consideration when a decision is made". The amended minutes will be posted on the Parish Council's website.

3. MATTERS ARISING:

- i. Mrs Schryver asked if the Parish Council had received any further information regarding the proposed reduction in the rural verge cutting service provided by Mole Valley District Council. The Parish Council had responded formally to Mole Valley on 31 July 2017. No further information has been received to date.
- ii. Mr Garber informed the Parish Council that he had been to speak to the proprietors of Ruby's Café at Hoyle Hill, Beare Green regarding their intended planning application. He confirmed that he had offered them guidance with preparing their submission. He advised them that their consultant should deal appropriately with policy issues as the Café was in a Green Belt site. He also said that he had advised them to keep a record on the number of customers they had, if there were issues with car parking and recommended they speak to adjoining property owners.
- iii. Mr Garber informed the Committee that the Neighbourhood Development Plan was being updated and amendments were being made incorporating matters raised by the Examiner in his report. The revised plan will be sent informally to Mole Valley later this week and the final version will be formally submitted next week. The Plan will be submitted before Mole Valley at their meeting on the 10 October with the referendum taking place in November. Mr Garber told the Committee that new regulations with key changes had come into being in July, with the Secretary of State recommending early implementation of Neighbourhood Development Plans. Once the NDP is implemented all planning applications will come under the new procedures and Mr Garber confirmed that there will be a briefing session for Parish Councillors to simplify planning policies.
- iv. Mr Margetts asked for an amendment to the Planning meeting minutes dated 7 August 2017 Item 7(ii). See Item 2 above.

4. DECLARATIONS OF INTEREST:

Mr McLachlan, Europa Oil and Gas.

Mrs Dale, MO/2017/1254 Brooklands, Vicarage Lane, Capel

5. PUBLIC QUESTIONS: None

6. CLERK'S REPORT:

- i. The owner of the cars and vans being parked in the Beare Green recreation ground car park has contracted the Parish Office and understands that the car park is for recreational ground users. However, it has been agreed that one car can be parked there between the hours of 8:00 and

16:00 Monday to Friday excluding Bank Holidays. Notices will be displayed in the car park advising no long term or overnight parking.

- ii. An incident occurred on the Beare Green recreation ground when a dog attacked a fire officer call to attend to an unauthorised bar-b-que. Notices will now be displayed asking dog owners to keep their animals under control at all times.
- iii. Mole Valley Housing Association have been contacted again asking for permission to allow vehicles access onto the recreation ground through the car park adjacent to Wayside in Vicarage Lane. This decision is required before any further discussion can take place regarding the refurbishment plans for the Capel Bowls Club.
- iv. A resident has asked if car drivers can be reminded to use the car park outside the Memorial Hall instead of parking on The Street. Parking occasionally obscures the sight lines of drivers turning left from Mortimer Road. The Clerk will ask the organisers of groups who use the hall to ask their users to make full use the car park.
- v. The projector is now installed in the Parish Hall and is working well. Internet access still needs to be connected.
- vi. An initial meeting has taken place to organise a Party on the Green, on Beare Green recreation ground. Immediate neighbours will be asked for their thoughts and conditional approval. A provisional date has been set for 28 July 2018.
- vii. The proprietors of Ruby's Café at Holye Hill, Beare Green are now seeking planning permission for this business venture. The Parish Council has offered advice submitting this application.

The Parish Council discussed the Clerk's report and expanded on the anti-social behaviour aspect. Councillor Osborne-Patterson confirmed that complaints had been received regarding adolescences congregating in the bus shelter opposite the GP surgery in Capel. Bad language is being used, music played, litter and bottles scattered around and residents had witnessed the youths urinating around the bus shelter. A sign will be put up in the bus shelters advising that it is not a communal area and that any inappropriate behaviour will be reported to the Police. Unruly behaviour is frequently reported in Coldharbour, especially late at night, with cars racing through the lanes and throwing litter from car windows. All residents are encouraged to report any anti-social behaviour to the Police on 101 or report it on line. It would be beneficial if all calls, even those not answered by 101, could be reported to the Clerk so that the call-log can be maintained and then presented to the Police. This will contribute as evidence that regular patrols from a PCSO and/or police officer are required in the area. This evidence will then be forwarded to Inspector Karen Coyle with a letter stipulating this behaviour is indicative of the lack of police presence and a dedicated PCSO and Rural officer could restrict these activities. It was agreed to canvass other Parish Councils to ask them to take similar action.

It was agreed that this item will be included on the September agenda.

Mr Cox agreed to fit the signs around Beare Green recreation ground and the parking signs in the car park. He asked if the Parish Council would consider fitting a gate or barrier to the car park. This was discussed and there were thoughts that the barrier could inhibit any emergency vehicles that needed to access the recreation ground. It was agreed the signs would be erected in the first instance and the situation monitored.

7. PLANNING APPLICATIONS:

MO/2017/1172 – The Clockhouse, Horsham Road, Capel RH5 5JJ. This is an application for an extension and conversion to an existing barn to create a new dwelling. The site is in the countryside beyond the Green Belt (a restricted policy) which mitigates against such a development. The proposal actions the footprint of the existing barn by approximately 50%. At first floor level two bedrooms are proposed plus a mezzanine games room. Amenity space with within a small 'walled' garden. While the design concept is attractive, the proposal is fundamentally contrary to policies (national and local). The proposed plans provide for a substantial family accommodation but it was agreed that the plans need to be reduced to provide adequate family amenity space. The Parish Council recommends that the plans are revised before a final decision is made.

MO/2017/1132 – Bregsells Farm, Beare Green. This is an application for the change of use of an existing agricultural barn into two dwellings (C3). Mr Garber confirmed that he had spoken to the consultant and both Mole Valley District Council and the Parish Council need to see a detailed policy and design statement. This statement will be submitted to the Parish Council by 31 August 2017. There needs to be justification why the barn is no longer required. It was agreed that any recommendation will be deferred to the September Planning committee meeting and the Clerk will inform Mole Valley Planning Department of this decision.

MO/2017/1294 – Henfold Farm, Henfold Lane, Beare Green RH5 4RW. This is an application to erect one dwelling following the demolition of an existing commercial barn. The site is in the Green Belt and therefore contrary to policy (Local and National). The examples identified in the supporting Planning Statement are not in the Green Belt (nor in Capel Parish). The building is not in agricultural use nor is the location sustainable. There is inadequate amenity space for a family-type accommodation and there is restricted access from the road to the proposed building. The Parish Council therefore recommends that this application be refused.

MO/2017/1228 – Redlands House, 62 The Street, Capel RH5 5LE. This is an application for a two-storey front extension, raised roof with 2 dormer windows, 2 dormers to the front plus balcony to the rear and a replacement double garage and workshop. The Committee were advised that this site falls in the Capel Conservation Area. The proposed plan would have a significant adverse impact upon the privacy and amenity of 64 The Street. The proposed design is not in keeping with the village character in general and the Conservation Area in particular due to its size (mass and scale). The Examiner, in relation to the Capel NDP, gave significant weight to design policies. Having regard to the present status of the NDP it would be a material consideration in the determination of the application. The Parish Council therefore recommends that this application be refused.

MO/2017/1254 – Brooklands, Vicarage Lane, Capel RH5 5LL. This is an application to erect a single-storey rear extension. The site of the dwelling is in the Green Belt. There is already a large 2nd storey extension approved and built. The proposed development is for a garden room (in part abutting) the existing rear kitchen. The proposed development will have a flat roof. There will be no adverse impact on the neighbouring properties. The Parish Council recommends that this application is approved.

MO/2017/1275, 1276 and 1297 – Knoll Bungalow, Horsham Road, Capel RH5 5JH. This is an application for a Certificate of Lawfulness for the erection of a timber framed detached garage and a single-storey side extension. It appears that all three applications are at odds with the Certificate of Lawfulness and the two applications are seeking planning permission. The Parish Council recommends that these applications are deferred until the next Planning meeting or until clarification is received, confirming what these proposals are seeking to achieve.

MO/2017/0953 - Auclaye Brickworks, Horsham Road, Capel. Mr Garber confirmed that the Parish council had responded to this application in a letter to Surrey County Council dated 4 June 2017. Copies have been circulated to all councillors. Mr Garber told the committee that he had received a telephone call from County Councillor Helyn Clack. He confirmed that planning permission for these brickworks was inherited although there must still be regard to environmental issues. Surrey County Council's highways agents agreed that the 2016 report was wholly unimplementable and no updates have been received since. Mole Valley responded to Surrey County Council that they had no objection to this application. A meeting has now been proposed by members of the public and they have asked Helyn Clack to attend. The Parish Council's position is that a response has been made and this cannot be changed. It is understood that Mole Valley replied before the response from the Parish Council had been received.

8. TREE SURVEY REPORT

Information received from G Burley and Sons regarding the recently undertaken tree survey was circulated to all councillors. This will be discussed at the next Parish Council meeting. It was agreed to concentrate on those trees that posed the biggest risk, for example those growing near property, recreations areas, footpaths and roads. The Clerk will give a total of all trees labelled as high risk and circulate before the next meeting. It will be necessary to obtain estimates for all works from three contractors before any decisions are made. The Clerk will contact Burleys and ask for a map detailing the exact location of the surveyed trees.

9. COUNCILLOR VACANCY – BEARE GREEN WARD

It is with regret that Councillor Lynne Ford has resigned with immediate effect. An advert has been placed for a councillor, specifically to cover the Beare Green area of the parish. The closing date for applicants is 11 September. It is hoped that all applicants will be available to attend the next Parish council meeting.

10. EUROPA OIL AND GAS, BURY WOOD HILL, off COLDHARBOUR LANE

Mr Garber confirmed that the Parish Council had responded to Surrey County Council regarding the recently received Traffic Management survey and will be invited to send a representative to monitor traffic management in future. Mr McLachlan confirmed that LHAG had been successful in overturning the Traffic Management report. 23 representatives of the group attended Kingston County Hall for the hearing.

11. PARISH MAGAZINE

The Parish Council had received several complaints regarding the Capel and Beare Green magazine being used for political purposes. The Chairman confirmed this is not a Church or Parish Council editorial but is run by an independent body. The article in question appeared to be canvassing for political gain. The Parish Council is totally impartial and does not support any political party and it understood the magazine had similar aspirations. The Parish Council has been informed that the inclusion of the article was an oversight. The Clerk will write to the editor thanking her for the clarification.

12. MOLE VALLEY LOCAL PLAN

The draft response to Mole Valley Local Plan was circulated to all councillors and comments were requested. The response was agreed and will be forwarded to MVDC. All responses will be reviewed. Mr Garber said it appears that the MVLP was anticipating minor changes to the release of Green Field sites and to parish boundaries, which is something that was proposed in the Capel NDP. These sites would implement some of the housing deficit. It was agreed that larger sites would have a longer lead-in period whereas the sites identified within the NDP could see implementation and occupation by 2019. This would mean a modest expansion to existing villages but it was representing sustainability. The emphasis continues to be on family accommodation.

13. REPORTS FROM MEMBERS

Finance:

- (a) The accounts detailing receipts and payments were presented for approval and signature. Cheques were signed by two councillors. The monthly budget analysis was presented to the Parish Council and it was agreed the format gave a thorough analysis of monthly expenditure. However, in future information tabs will be included on the analysis to provide information on large payments.

	Net	VAT	Gross
RECEIPTS			
Hall Hire	102.00		102.00
Allotment rental	36.00		36.00
Hall Hire	190.00		190.00
ADMIN AND OTHER PAYMENTS			
Mr D Cox – reimbursement	240.00		240.00
Pear Technology	565.00	113.00	678.00
Mid-Surrey Tree Surgery	250.00	50.00	300.00
G Burley and Sons Limited	787.67	157.53	945.20
Viking Stationery	34.35	6.87	41.22
SES Water	12.72		12.72
G Burley and Sons Limited Tree Survey	900.00	180.00	1080.00
S Dixon (for L Quirk)	40.00		40.00
L Thorp allotment mowing	80.00		80.00
W Attridge - Naturescapes	675.00		675.00
Mrs J Russell	1408.70		1408.70
Nic Bevan	140.00		140.00
The Image Company	66.00	13.20	79.20
HMRC	343.20		343.20
OPUS Energy Electricity DD	20.21	1.01	21.22
OPUS Energy Gas DD	7.75	0.39	8.14
TOTAL	£5,570.60	£522.00	£6,092.60

Current Account reconciled to 19 June 2017 - £35,460.9230,030.17

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

- (i) **Beare Green:** (a) The posts will be erected around Beare Green recreation ground within the next two weeks and signs asking for control of dogs also installed. (b) The cutting back of vegetation along Old Horsham Road will be organised as it is inhibiting sight lines for drivers. (c) An objection will be forwarded to Mole Valley District Council and Surrey County Council Highways as the rendering on the brick wall along the north side of the A24 adjacent to the commercial vehicle sale property is beginning to fall away and this is a breach of planning permission.
- (ii) **Capel:** (a) Mrs Schryver informed the Parish Council that she had received an estimate for a finger post to be erected at the entrance to the recreation ground. The cost was extraordinarily high and so alternative quotations will now be sought. (b) The yellow road markings outside the GP surgery on The Street are fading and need to be re-painted. The Clerk will contact Mole Valley and ask for this be considered. (c) The seat on the recreation ground which was vandalised recently has been repaired. Users of the recreation ground have thanked the Parish Council for undertaking this work.
- (iii) **Coldharbour:** (a) There continues to be anti-social behaviour in Coldharbour with cars racing through the village late at night, especially at weekends. Complaints have been received. A traffic management scheme had been proposed by District Councillor David Mir but no further information has been received. The Clerk will contact the District Councillor and ask for an update. (b) Mr McLachlan told the Parish Council that money continues to be spent maintaining the byway leading to the cricket pitch at Leith Hill. Damage is done mainly by recreational vehicles. A change of use of the byway would stop this waste of money. The Parish Council will contact Surrey County Council suggesting a change of use and Mr McLachlan suggested the National Trust could also lobby for a traffic regulation order. (c) Mr McLachlan said that the generator at the Coldharbour Cricket Club, which had been stolen again, would be replaced by solar panels and batteries. The Parish Council agreed to make a small donation towards the cost.

14 CORRESPONDENCE:

None

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

DATES OF NEXT MEETINGS:

Planning Committee: 04 September 2017 at 7.30pm (Cancelled)

Parish Council Meeting: 18 September 2017 at 7.30pm.

Finance Committee: 18 September 2017 following on from the Parish Council meeting.

All meetings will be held in Capel Parish Hall.