

CAPEL PARISH COUNCIL

020. MINUTES OF THE PARISH COUNCIL MEETING held on Monday July 20th 2015 in the John Venus Hall, Coldharbour

021. PRESENT: Mrs A Schryver (Chairman), Mr S McLachlan, Mr P Garber, Mr K Salter, Mr C Ball, Mrs P Dale, Mr D Cox, Mr L Margetts and Mrs Coke the Clerk.

022. APOLOGIES FOR ABSENCE: Mrs L Ford. Cllr Osborne-Patterson had also sent apologies.

023. ALSO IN ATTENDANCE: Cllr M Huggins. Mrs L Bignell (Clerk to the Council 01.08.15) and one member of the public.

DECLARATION OF INTEREST: Mr McLachlan in relation to LHAG

024. THE MINUTES: Minutes of the meeting on June 15th 2015 were adopted by the Council and signed as a correct record.

025. MATTERS ARISING: None

PUBLIC QUESTIONS: None

025a POLICE MATTERS

In the absence of the police, a report from Cllr Osborne-Patterson was read to the meeting regarding a site meeting she attended with Insp. Hamlin, David Sadler Cllr Clack and Cllr Huggins in Vicarage Lane and The Street, Capel where speeding could be an issue. In summary, the police are aware of these points in Vicarage Lane and The Street but they felt that additional signage measures were not necessary but that the areas would be monitored.

Parish Councillors considered that if signage on Horsham Rd at the northern end of Capel village were brought closer to the village it could improve the situation and if more visible speed roundels (red instead of white) were to be painted on the road it could help reduce speeds. PCSO David Sadler had been asked to show a more visible presence in and around the villages of Capel and Newdigate

025b MINUTES OF THE PLANNING COMMITTEE 06.07.15 were received, signed and adopted.

025c PLANNING APPLICATIONS: Applications listed are those considered at the meeting of the Planning Committee 06.07.15 and at this meeting.

Application Ref:	MO/2015/0699/TFCM	Date:	06-May-2015
Case Officer:	Mr Ron Howe		
Ward:	Capel, Leigh & Newdigate	PSH/Area:	Capel
Applicant:	Mr J Theobald, Fairclough & Co Ltd.		
Location:	9-25, Markham Road, Capel, Dorking, Surrey, RH5 5JT		
Proposal:	Crown reduce one Prunus tree (marked 7 on submitted plan) by 1.5 metres and cut back from building to give 1.5 metres clearance.		
Response:	Approval granted 15 th June, 2015 prior to consideration by Parish Council.		

Application Ref: MO/2015/0876/PLAH **Date:** 01-Jun-2015
Case Officer: Mr David Spring
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mrs L Lynn
Location: 6 Broadwood Cottages, Vicarage Lane, Capel, Dorking, Surrey, RH5 5LW
Proposal: Erection of single storey rear extension.
Response: The Parish Council have considered the two applications for a linked single storey rear extension.
It is the recommendation of the Parish Council that planning permission should be granted.
We note that these proposals are conjoined and wish to ensure that they are carried out on that basis.

Application Ref: MO/2015/0877/PLAH **Date:** 01-Jun-2015
Case Officer: Mr David Spring
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr & Mrs Robinson
Location: 5 Broadwood Cottages, Vicarage Lane, Capel, Dorking, Surrey, RH5 5LW
Proposal: Erection of single storey rear extension.
Response: As above.

Application Ref: MO/2015/0775/PLAH **Date:** 10-Jun-2015
Case Officer: Mrs Cindy Blythe
Ward: Beare Green, Within 20m of **PSH/Area:** Capel, Within 20m of
Capel, Leigh & Newdigate Newdigate Parish
Applicant: Mr J Manktelow
Location: 2 Henfold Cottages, Henfold Lane, Beare Green, Dorking, Surrey, RH5 5AG
Proposal: Erection of part two storey, part single storey rear extensions; single storey front extension and detached garage.
Response: The Parish Council have considered the proposed development for the erection of a part two storey, part single storey extensions and detached garage.
Recommendation of the PC that planning permission is granted.

Application Ref: MO/2015/0931/PLA **Date:** 10-Jun-2015
Case Officer: Mr Rob Brereton
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr I Jordan
Location: Unit 3, Rear of Fir Tree House, Horsham Road, Beare Green, Dorking, Surrey, RH5 4QU
Proposal: Change of use to facilitate motorcycle service and repairs and an MOT motorcycle testing station. Erection of single storey rear extension.
Response:
CPC has considered the application for Change of Use to facilitate motorcycle service and repairs and a MOT testing station together with the erection of a single storey rear extension.
With reference to the service repairs aspect of the proposal and the testing station, the use as described is already an activity the only variation being to incorporate the facility for MOT testing.
Having regard to that aspect of the application the Parish Council would wish to ensure that all testing is undertaken within the confines of the service area and to ensure noise measures are mitigated. Doors should be kept closed at all times with the necessary ventilation being taken to enable that to be implemented.
The one aspect of concern is the issue of car parking. We are aware that inconvenience has already been caused to residential properties and, in this regard, we wish to ensure that measures are taken to avoid car parking in the street.

Application Ref: MO/2015/0788/PLAH **Date:** 22-Jun-2015
Case Officer: Mr David Webb
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr J Kent
Location: 2, Woodside Road, Beare Green, Dorking, Surrey, RH5 4RH
Proposal: Remove existing ground floor extension and garage. Erect new garage with habitable accommodation over, new side/rear extension and alter roof to create upper floor.
Response:
This is the second application to extend the corner plot (Woodside Road/Leith Road). While the impact to 18 Leith Road is reduced by virtue of the provision of 2 velux windows its bulk and mass to 4 Woodside Cottages will be uncompromising and will affect their private amenity. Councillors are in agreement that refusal be recommended.

Application Ref: MO/2015/1024/PLAH **Date:** 30-Jun-2015
Case Officer: Mr David Spring
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr Cole
Location: 13, Merebank, Beare Green, Dorking, Surrey, RH5 4RD
Proposal: Erection of a first floor rear extension.
Response: The extension will not impact upon adjoining dwelling nor the privacy of of the adjoining garden space . No objection.

Application Ref: MO/2015/0967/PLAH **Date:** 02-Jul-2015
Case Officer: Mrs H Clarke
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr T Smith, Carlton Enterprises
Location: 50, The Street, Capel, Dorking, Surrey, RH5 4LE
Proposal: Erection of single storey rear extension. Conversion of space above garage to office/games room with external staircase.
Response: The size,height and mass of the 'garage' change (apart from an external staircase) will remain. While no objection is made to the rear extension concern must nonetheless relate to the proposed use and its proximity to No 48 The Street and to its elevated position (potential noise and nuisance)

Application Ref: MO/2015/1023/ECL **Date:** 29-Jun-2015
Case Officer: Mrs Helen Rennie
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr N Marshall, Norman Marshall Group
Location: Auclaye Brickworks, Horsham Road, Capel, Dorking, Surrey, RH5 5JQ
Proposal: Certificate of lawfulness for an Existing Use/Operation in respect of retention of 4 No. former brickmaking buildings for agricultural purposes.
Response: 1.Concern that SCC failed to enforce the removal of structures pursuant to a lawful Enforcement Order and why did MVDC not seek to ensure compliance with the order for removal of 4 buildings.2.The site is located in The Countryside beyond the Green Belt' 3.If retained as the applicants are seeking through a lawful development certificate, the applicants may well seek to secure residential development in due course through the emerging NDP or LPF. An explanation to be sought from SCC and MVDC why Enforcement has not been enforced. Councillors Object to the granting of a Certificate of Lawfulness for an existing use / operation

Appeal MO/2014/1531: **APP/C3620/W/15/3035883** Ranmore View Cottage, Abinger Road, Coldharbour, RH5 6HB. Erection of timber garage and logstore. Refer to MVDC objections and objections of CPC. Make point to PINS about not being within the curtilage and that it looks bad from the conservation point of view

Decisions: APP/C3620/W/14/3002006 Solar Farm Land adjacent to A 24 Horsham Rd, Beare Green - Appeal dismissed.

025d(i) Brook Cottage Development: Pre application to be considered by CPC at Planning Committee 03.08.15. Likelihood of community public exhibition of plans in August/ early September.

025d(ii) Gatwick (a) See attachment to Committee Mins. 06/07/15 re meeting with GAL. Airspace congestion had required re-design of airspace. 8 out of 9 routes proved satisfactory. 1 route (LAM) did not achieve objective. A new precise route will be created which will (should) take a direction avoiding Capel at an increased height (known as the green route).

(b)GACC warn that although the threat of a second runway has receded uncertainty and blight remain.(see 'relieved but on guard' 01.07.15)

025(iii)Update on Europa Oil: (i) MO/2014/1006/SCC borehole application will now not be considered by SCC planning committee until 23 Sept at the earliest.

(ii)APP/B3600/A/11/216656: Inspector's decision on or before 07.08.15

025d(iii) Neighbourhood Development Plan: (a) Neighbourhood Development Plan Area has been confirmed by MVDC (b) Public meetings held in Capel & Coldharbour (Beare Green meeting 21July 2015) (c) 1st Newsletter on Web and Published w/c 20th July 2015 The Website address is www.parishplan.co.uk and the E:mail is feedback@parishplan.co.uk (d)Leaflet to be printed and distributed w/c 27July 2015 (e) Website active (f) Next community meetings: Capel - 27th October; Coldharbour 13th November; Beare Green 29th October

026A FINANCE

(i).**Payments and Receipts for July 2015** Cheques and accounts were agreed signed, adopted and authorised for payment

(Payments were made on July 20th except where otherwise stated)

PAYMENTS

Payable to:	£	VAT
Clerk's salary + ess. Car + miles	868.25	
HMRC (payee only) mnth 4	67.40	
MVDC Rates – Parish Hall (Aug)	136.00	
F Evans (repair swing seats BG)	190.00	
AES Fire Security Systems (maint. Youth Hall)	80.00	16.00
BDO Review Annual Return 31/3/15	600.00	120.00
G Burley& Sons (June Grass)	749.72	149.94
SSALC Ltd (x3 new Councillor training)	150.00	30.00
Y Christie (Mins, letters & NDP work July)	240.00	

SSALC (recruitment assistance new clerk)	230.00	46.00
BGCA NDP public meeting 2.7.15	43.20	
DD BT mobile 26.7.15	20.00	4.00
MVDC Map for Pavilion lease Pd.06/07/15	28.35	
P Garber expenses to Hof C Pd 06/06/15	172.75	
Colour 24 (6 x banners for NDP) pd 06/07/15	90.00	18.00
H Creative (25%deposit for design & build CPC NP website Pd. 06/07/15	587.25	117.45
SP Cooke (create new Sage A/c codes & amend charts) Pd. 06/07/15	50.00	
Clay Griffin sight lines N'gt Rd; BG pav car park; Capel allotments strimmed) pd. 06.07.15	705.00	
Wellers Hedley (Kimberley easement) Pd 06.07.15	253.00	50.60
Total	5,260.92	551.99
	5,812.91	

RECEIPTS		
Ashes interment (LC Blower)	295.00	
Total	295.00	

Statement Balances (unreconciled) at July 20th 2015 Current a/c £29,774.9

026A (ii) BDO Audit 2014/15 had been concluded on 30.06.2015. Minor issues were raised. Conclusion of External Audit report for yr end 31.03.15 was accepted by Councillors

(iii) Notification received of a change in regulations for the provision of electors' rights in 2016 increasing the period during which an elector may exercise their rights to 30 working days. RFO to set dates.

(iv) Resolution to change authorised signatories for bank mandate: 'It was resolved that the authorised signatories in the current mandate, for the accounts detailed in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended'

026B WARD MATTERS- Beare Green (i) Project OverHall – No further information (ii) Beare Green Parking scheme: Further information and maps still awaited from Cllr Clack (iii) Accident just north of Rlwy line in OHRd Beare Green requiring A&E treatment had been reported to Cllr Clack. Request made to police to cone off one side of road and prohibit parking to avoid congestion.

Capel: (i) Parish Hall –Permission for change of use expected within weeks.(ii) The Chairman to sign the Health & Safety Regs. document for Capel Village Hall hirers.(iii) Ben Brown - owner of the Bonfire field, Temple Lane, Capel is bringing a water supply across PC verge in Temple Lane into Bonfire Field. Cllrs agreed an easement value of £10,000 + costs. The Clerk to notify Mr Brown's solicitor.(iv) Capel Sports pavilion lease- a Charities Act valuation on the building is required and has been quoted at £750 by Ashley Bell, RICS registered valuer (16/07/15). Cllrs agreed that this should be paid for by the Capel Sports Pavilion Trust. The Clerk to notify.

Coldharbour: (i) Cllr McLachlan to confirm action on traffic calming. (ii) Details of ownership of C/H tel. box to be confirmed so that siting of defibrillator can be progressed.

026C CLERK

Lesley Bignell has been appointed Clerk and RFO to the Council and will take up the post on 1st August. Lesley will be working 16hrs a week, initially from her home until the Parish Office has been incorporated into the current Youth Centre, hopefully in the autumn.

For the months of August, September and October the current Clerk will be available for 4hrs per week to assist in the hand-over. It is hoped that the current CPC contact details can be maintained but members will be advised immediately of any changes.

026D PARISH AND HIGHWAYS MAINTENANCE

On-going summer maintenance in all wards.

Beare Green

1. Clay Griffin & Wesley Attridge preparing a quote for maintenance work on the OH Rd pond.

Capel

An improved football pitch (levelled and drained) now required at Capel Rec in addition to a better drained pitch on the Beare Green to cater for the two under 18 yrs football teams now running. Need to contact Surrey Playing Fields Technical Advisor for advice + Surrey FA. Requires someone to take this forward.

027. CORRESPONDENCE

Surrey ALC Annual Joint conference and AGM - Thursday 15th October- Martineau Hall, Dorking Halls. 10.00 till 15.30 close

Prudential Ride London Sunday August 2nd

1. GACC- Relieved but on guard
2. Surrey Playing Fields - Newsletter June 2013.
3. SSALC July Newsletter
4. Surrey Community Buildings Grants Scheme Guidance
5. Response from Mrs Key re signage at Thurbarns Corner, Trig St.

028. URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR NOTE OR

INCLUSION ON A FUTURE AGENDA – (i) Parish Office (ii) Emergency planning.

029. DATE OF NEXT MEETING: The next meeting of the full Council is on Monday 21st September 2015 at 7.30pm in the Committee Room at Capel Village Hall The Planning Committee meets on Monday 3rd August 2015 at 7.30pm in the Committee Room, Capel Village Hall.