

CAPEL PARISH COUNCIL

080. MINUTES OF THE PARISH COUNCIL MEETING held on Monday April 20th 2015 in the Committee Room, Capel Village Hall

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

082. APOLOGIES FOR ABSENCE: Cllr Clack had sent apologies.

083. ALSO IN ATTENDANCE: Cllr. Huggins, Cllr Osborne- Patterson. Mrs M Watson, Mrs Lyne Ford and Mr Luke Margetts attended as members of the public. PCSO Booker was in attendance for part of the meeting

DECLARATION OF INTEREST: Mr McLachlan: Matters relating to LHAG

084. THE MINUTES: Minutes of the meeting on March 16th 2015 were adopted by the Council and signed as a correct record.

085. MATTERS ARISING: None

PUBLIC QUESTIONS: None

085a POLICE MATTERS

(i) Statistics. 16.03.15 to 19.04.15 Total of 15 Notifiable Crimes.

Capel: **11 offences:** 1 x Burglary of power tools; 2 x Criminal Damage (BTP) 1 x Domestic Incident; 1 x Dog out of Control – worrying livestock; 1 x theft from Nature Reserve; 1 x Child Protection Investigation; 1 x Vulnerable Adult Investigation; 2 x Violent Domestic Incident; 1 Prisoner Recall

Beare Green: **2 offences:** 1 x criminal damage. Offensive word scratched into car's paintwork parked in Woodside Road; 1 x burglary – various items of jewellery taken.

Goldharbour: **2 offences** – 1 x collision involving pedestrian and bicycle; Landslip car park chainsawed through trees and dug upland (see ward matters)

085b PLANNING APPLICATIONS: Applications listed below are those responded to at this meeting there having been no meeting of the Planning Committee during April.

Application Ref: MO/2015/0299/TFC **Date:** 11-Mar-2015

Case Officer: Mr Ron Howe

Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel

Applicant: Mrs S Funnel

Location: 10, Markham Road, Capel, Dorking, Surrey, RH5 5JT

Proposal: Remove 3 No. Silver Birch trees.

Response: Having an adverse impact in current situation. Too large- reasonable to remove but replace with new trees. Roots are spreading in tarmac – could replace with low level planting; could plant on SCC verge but subject to SCC permission.

Application Ref: MO/2015/0254/CAT **Date:** 20-Feb-2015
Case Officer: Mr Ron Howe
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr M Ward
Location: Hawkhurst, 129, The Street, Capel, Dorking, Surrey, RH5 5JX
Proposal: Remove one Cedar tree.
Response: MVDC decision. No objection

Application Ref: MO/2015/0331/PLA **Date:** 03-Mar-2015
Case Officer: Mrs Caroline Hall
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr J Nye
Location: Old Wattlehurst Farm, Horsham Road, Capel, Horsham, Surrey, RH12 3SD
Proposal: Replace existing tin profile roof of barn with solar tiles.
Response: No objection

Application Ref: MO/2015/0322/PLAH **Date:** 23-Mar-2015
Case Officer: Mrs Cindy Blythe
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr B Thompson
Location: Wattlehurst Barn, Horsham Road, Capel, Horsham, Surrey, RH12 3SD
Proposal: Erection of a timber framed conservatory at rear.
Response: No objection

Application Ref: MO/2014/1897/PLA **Date:** 24-Mar-2015
Case Officer: Miss Hannah Gillett
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mrs C Esposito
Location: Capel Pre-School, 89B, The Street, Capel, Dorking, Surrey, RH5 5JX
Proposal: Erection of a fixed canopy (6 metres by 5 metres) over the main entrance to the pre-school.
Response: Canopy too large, not retractable, in a conservation area. 5m deep, OTT. Need to justify size. Review at May planning meeting. Clerk to send copy of MVDC letter to applicant

HMRC (payee only) mnth (1)	67.20	
AHS Ltd (Play bark)Coldharbour	191.25	38.25
MVDC rates x 2 April/May Youth Hall	267.75	
Fred Evans C/H playground repairs to timber	1,127.00	
J Coke (100 x 2 nd class stamps)	54.00	
MSA Assoc. (property valuations)	591.76	118.35
S&ES Water (BG sports Pav.)	41.42	
S&ESWater (allotments)	99.36	
S&ESWater (Bowls Pav)	12,36	
SP Cooke (audit + end of yr BDO)	340.00	
D/D BT mobile	20.00	4.00
D/D Opus Energy Gas (youth hall)	47.51	2.38
Total	3,728.06	162.98
	3,891.04	

RECEIPTS		
B Beacher ashes interment	295.00	
Total	295.00	

Statement balances (unreconciled) at April 20th 2015 Current a/c £15,524.19

(ii) **Internal Audit** had been conducted on 17.04.15 by Piers Cooke – Internal Auditor. Audit statement reads: ‘I believe that the accounts presented provide a true and fair view of the financial activities of Capel Parish Council for the yr ending 31.03.15 (Internal Audit kept on file)

(iii) **BDO External Audit 2014/15** had been received including documents for Intermediate Audit (income or expenditure over £200,000)

(iv) **Change of Bank Signatories: Resolution** –The Council resolves that the authorised signatories on the current Mandate for the NatWest Capel Parish Council current account detailed in Section 2 (of the mandate form) be changed in accordance with sections 5 & 6 and the current mandate will continue as amended. This removes John Dale and Jean Pearson as signatories and adds in Mrs Paula Dale and Mr Chris Ball

086B PARISH ELECTION OUTCOMES - Eight Councillors had been elected uncontested: Capel: Mrs A Schryver, Mr P Garber, Mrs P Dale, Mr K Salter

Beare Green: Mr D Cox, Mr C Ball, Mrs L Ford. Coldharbour: Mr S McLachlan

The above posts will be taken up on 11th May (signing Acceptance of Office docs. at the meeting on May 18th after which Casual Vacancies for a co-opted member in both Capel and Beare Green can be announced with a view to moving Mr Salter to representing Beare Green and making a new co -option in Capel.

This being Cllr Pearson's last meeting of the full Council as Cllr for Capel ward, the Chairman took the opportunity to thank Mrs Pearson profusely for the contribution she had made over many years to the Parish and particularly to Capel ward where she had helped and advised on a broad range of matters. Thank you Jean.

086C PEAR TECHNOLOGY

It was agreed that a subcommittee of Mr Ball, Mrs Schryver, Mr McLachlan, Mr Salter and the Clerk be set up to consider the needs of the Council in terms of the software on offer, its appropriateness for the Council and the comparative costs for the Pear mapping software and the hosting route via Microshade VSM.

086C (i) Parish Websites and Social Media: any input welcomed

86D WARD MATTERS- Beare Green (i) Project OverHall – CPC members to be invited to the official opening of the re furnished hall in May / June.(ii) Cllr Clack will present a parking scheme for Beare Green at the PC meeting 18.05.15

(iii) Clerk reminded to approach Crest re the posts they agreed to install at the northern entrance to Beare Green (LHS approaching Beare Green) as part of the Godwins agreement. Also to request from Highways for the reinstatement the PC's grass verge in OHRd outside the entrance to Chorus Gardens

Capel: (i) Parish Hall – visit to Horley Hall on 12th May to see similar Hall to that required at Capel. Put forward plans for Parish Hall to meeting of Village Hall Committee 27.04.15 for circulation to the Capel community. Have to show agreement of the community to the Public Loans Board (ii) Bonfire Field: Mr Denney one of joint owners, had been sent a written communication to the effect that CPC would not under any circumstances permit an easement for UK Power Networks to install electricity in the field. Subsequently the land has been put up for sale. **Coldharbour:** (i) The Clerk to write to SCC Local Committee in support of Cllr Watson's scheme to extend the 40MPH (ii) A collision between a cyclist and pedestrian outside the Plough Inn had resulted in serious injury to the pedestrian. Highways to be approached about putting in traffic calming measures to slow traffic / cyclists along this stretch of road. The possibility of a cattle grid to be considered. (Cllr Mir)(iii) GLEAM delighted with evidence provided – only evidence submitted from the south

086E PARISH AND HIGHWAYS MAINTENANCE

1 Re surface Misbrooks Green Bridleway Fred Evans is quoting £3,850. The five Misbrooks Green households are undertaking the work but have requested that the PC make a contribution. Councillors agreed a grant of 15% ie £577

2 Repair Beare Green Cottages access: Fred Evans is quoting £1,340. Councillors agreed a grant of 15% ie £200

3. Flooding in garden at No.14 Mortimer Road, Capel

The site has been assessed and drainage pipes are considered necessary to take any runoff from behind the playground and into the back of the allotments. As yet uncoded.

4. Following a request from The Surrey Hills Hotel the branches covering the brown Hotel sign have been cut back.

086F CLERKING ARRANGEMENTS

(i) Documents received from SSALC include: Person Specification; Job Description; Proposed Advertisement; Application Form. Input required re any changes to wording of these documents (except the Application Form)

087 CORRESPONDENCE Friday May 8th 70th anniversary of VE day. Street Parties & other public events. 'Your Guide to Organising a Street Party.

Proposals for SCC's Local Transport Review go to cabinet May 26th Any changes to be widely communicated in June with changes coming into effect from late August

Admission arrangements for Surrey's community and voluntary controlled schools. Update from Lynne Owens Surrey Police Chief Constable

Plane Wrong's news brief on Gatwick Flight Paths indicating discrepancies above what was anticipated on 2 key routes

Notification from Cllr Mir re BHF Heart Start Course

088. URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR NOTE OR INCLUSION ON A FUTURE AGENDA – Parish Office and funding.

089. DATE OF NEXT MEETING: The next meeting of the full Council is on Monday 18th May 2015 at 7.30pm in the Committee Room at Capel Village Memorial Hall. (This will be the Annual Meeting). The Planning Committee meets on Monday 11th May 2015 at 7.30pm in the Committee Room, Capel Village Hall. The Finance Committee meets on Wednesday 6th May at 7.30pm in the Committee Room, Capel Village Hall. Cherrington Planning will be exhibiting their proposals for a mixed development of housing at the Brook Cottage site on Wolves Hill, Capel on Monday 11th May between 5.00pm and 9.00pm.