

CAPEL PARISH COUNCIL

050. MINUTES OF THE PARISH COUNCIL MEETING held on Monday January 19th 2015 in the Committee Room, Capel Village Hall

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

052. APOLOGIES FOR ABSENCE: Mr D Cox. Cllrs. Homewood and Clack had also sent apologies.

053. ALSO IN ATTENDANCE: Mrs L Bignell. PCSO Booker was in attendance for part of the meeting

DECLARATION OF INTEREST: None

054. THE MINUTES: Minutes of the meeting on December 15th 2014 were adopted by the Council and signed as a correct record.

055. MATTERS ARISING: No further communication had been received from MVDC regarding MO/2014/1585 and MO/2014/153 - The Clerk to notify MVDC that CPC had no alternative but to recommend that PP be refused in both cases.

Remind Crest of their undertaking to install wooden bollards on the LHS verge of northern slip road to Beare Green.

PUBLIC QUESTIONS: None

055a POLICE MATTERS

Statistics: 15/12/14 to 18/01/15 17 notifiable crimes. Capel - 9 offences. 1x blackmail via social media: 1x child protection incident, 1x dog out of control; 2x vulnerable adult incidents: 2 x communication offences: 1x criminal damage

Beare Green: 1x burglary, 1x domestic incident, 1x criminal damage (all 3 related) 1x burglary non-dwelling (BG hall container), 1x drunk & disorderly, 1x fraud-banking scam; 1x drink drive offence; 1x vulnerable adult incident.

Coldharbour: none recorded.

Cllrs questions: update on White vans parked on verge at southern BG slip road.

New signage at southern slip road to BG obliterates speed limit signs. Need to follow up police actions. Need rural crime stats.

055b MINUTES OF PLANNING COMMITTEE: Minutes of the Planning Committee 05.01.15 were received signed and adopted by the Council.

055c PLANNING APPLICATIONS: Applications listed below include those considered and recommended to the Council by the Planning Committee 05.01.15 and at this meeting.

Application Ref: MO/2014/1842/ADV **Date:** 17-Dec-2014

Case Officer: Mrs Cindy Blythe

Ward: Beare Green **PSH/Area:** Capel

Applicant: Esso Petroleum Co. Ltd

Location: Leith Hill Service Station, Horsham Road, Beare Green, Dorking, Surrey, RH5 4QU

Proposal: Advertisement consent for 3 No. externally illuminated Wave signs' 6 No. Pump number signs and 3 No. Koala signs.

Response: The Parish Council has considered the above application and recommends that planning permission is refused.
In making its recommendation the prevailing conditions have been assessed.
In this Green Belt location, along a dangerous length of dual carriageway, the Council consider the illumination is both unnecessary and inappropriate. The Council also consider such signage is likely to cause an unacceptable distraction with the potential of highways danger and an accident.

Application Ref: MO/2014/1726/CAT **Date:** 17-Nov-2014

Case Officer: Mr Ron Howe

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

Applicant: Mr W Ball

Location: Cotswold, 45, The Street, Capel, Dorking, Surrey, RH5 5LD

Proposal: Thin one Willow tree by 50%.

Response: No objection (MVDC decision prior to PC notification)

Application Ref: MO/2014/1861/PLAH &1862LBC **Date:** 11-Dec-2014

Case Officer: Mr P Mills

Ward: Capel, Leigh & Newdigate, Within 20m of Beare Green Ward **PSH/Area:** Newdigate, Within 20m of Capel Parish

Applicant: Miss E Turner

Location: Gosscroft Cottage, Henfold Lane, Newdigate, Dorking, Surrey, RH5 5AF

Proposal: Retrospective application in respect of various works to outbuilding at rear of Gosscroft Cottage, including repairs to walls and roof, also erection of porch and insertion of dormer window.

Response: The Parish Council have considered the conjoined applications for retrospective approval.
The Council have considered the position had the application been submitted prior to its premature implementation given the Green Belt location and Conservation (Listed Building) status.
In such circumstances having regard to Policy the building would have been recommended for refusal.
The building as built is to an acceptable design, although its scale is greater than we considered in other circumstances as being acceptable.
Given the overall balance of the position which now prevails we consider that retrospective permission should be granted.

Application Ref: MO/2014/1880/PMB **Date:** 17-Dec-2014

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: Prior notification for change of use of an agricultural building to 1 No. dwelling.

Response: Contrary to government policy. Please note - 'Planning Casebook' 02.01.15 notes an example where permitted development right to convert agricultural buildings into dwellings a council had refused prior approval to convert a barn 600m from a serviced settlement claiming the change of use would be undesirable. The inspector backed its position finding it would create an isolated rural dwelling.

Application Ref: MO/2015/0004/PLAH **Date:** 02-Jan-2015
Case Officer: Mrs Cindy Blythe
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr & Mrs Sharpe
Location: Fourays, Horsham Road, Beare Green, Dorking, Surrey, RH5 5LF
Proposal: Erection of single storey rear extension.
Response: Full application not submitted - no drawings included. Cannot determine accurately the impact 0.4m would have on the existing building, but it could be significant.

Application Ref: MO/2015/0020/DEA **Date:** 06-Jan-2015
Case Officer: Mr Rob Brereton
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr D Laker
Location: Bregsells Farm, Bregsells Drive, Beare Green, Surrey
Proposal: Prior notification for the erection of an agricultural building for the storage of agricultural machinery, tools and bagged fertiliser.
Response: Acceptable,. No objection

Application Ref: MO/2015/0018/PCL **Date:** 05-Jan-2015
Case Officer: Miss Hannah Gillett
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr B Brearley
Location: Brooklands, Vicarage Lane, Capel, Dorking, Surrey, RH5 5LL
Proposal: Certificate of Lawfulness for a proposed development in respect of a rear dormer.
Response: Aesthetically unacceptable.

Application Ref: MO/2014/1920/PLAH **Date:** 22-Dec-2014
Case Officer: Mrs Cindy Blythe
Ward: Leith Hill **PSH/Area:** Capel
Applicant: Mr M Taylor
Location: Kitlands Farmhouse, Broomehall Road, Coldharbour, Dorking, Surrey, RH5 6HQ
Proposal: Erection of single storey office following demolition of derelict shed/barn.
Response: No objection

055d EUROPA OIL AND GAS Ltd – Application MO/2014/10/SCC. SCC ref. 2014/082

The response had been circulated to members in advance of submission. Hard copies circulated at the meeting.

It was considered that the hard hitting focus on financial aspects, Green Belt and AONB provided an excellent case for refusal of PP

055e RESPONSE TO CONSULTATION DOCUMENT ON GATWICK AIRPORT SECOND RUNWAY.

Members to email PG immediately with any additions to document. The complete response document would be available and circulated on 23.01.15

Cllr Watson to reduce map of Parish to A4 size – to be included as hard copy with response doc.

056A FINANCE

1) **Payments and Receipts for January 2015** Cheques and accounts were agreed signed, adopted and authorised for payment.

(Payments were made on January 19th except where otherwise stated)

PAYMENTS

Payable to:	£	VAT
Clerk's salary + ess. Car + miles	856.80	
HMRC (payee only) mnth 10	67.60	
Fred Evans OHRd ditch (<u>Beare Green</u>)	1,920.00	
P Garber expenses to HofC	62.00	
C Griffin-drainage & sandbagging Moorhurst Ln/OHRd ditch (<u>Beare Green</u>)	985.00	
Burleys (grounds maint. BG Hall, <u>Beare Green</u>)	159.18	31.84
Naturescapes W Attridge (Burial Ground) 2014	340.00	
Ede Bros (annual storage charges) for PC docs	28.00	5.60
Fred Evans OHRd ditch, <u>Beare Green</u> emergency work *Pd 5/1/15	1,430.00	
Clay Griffin OHRd ditch <u>Beare Green</u> emergency work *Pd 0/1/15	915.00	
	13,421.98	37.44
	13,459.42	

RECEIPTS	Ashes interment	Alan Welby	295.00	
	Total		295.00	

Statement Balances (unreconciled) at January 19th 2015

Current Account	129,412.87
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- 2) Minutes of the Finance Committee 05.01.15 were received and signed.
- 3) The Draft Budget (i) Following discussions clerking hours had been amended to include a Clerk /RFO and Assistant Clerk.
(ii) Clerk & RFO salary including car allowance reduced to 13hrs per wk at £10.261 /hr Assistant Clerk on 12hrs per wk with lump sum £500/yr car allowance also at £10.261 /hr Making total Clerking budget £15,009.29 (£7,572.86 and £7,436.43 respectively)
(iii) A £1,000 contingency sum was also added in. (iv) The £3,000 cost allocated for elections had been removed, if necessary this would be taken from reserves. (v) To cover this budget a Precept of **£38,400.00** would be required. It was noted that Parish Council budgets are not capped at present and that PC's are being devolved increasingly more budgetary items by County and District authorities.
(vi) The Draft Budget was approved and signed for submission to MVDC.
- 4) Financial Risk Assessment – Hard copies of the Risk Assessment file had been circulated (as conducted on 03.12.14) Members had approved this at the Finance meeting 05.01.15. This was approved, signed and adopted by members 19.02.15

056B PARISH WEBSITES AND SOCIAL MEDIA

Mr Ball had drawn up a supplementary, more relaxed website to be run in addition to the existing ex MVDC one. Messrs McLachlan, Ball and Watson to collaborate on building a new site.

Facebook site. <https://www.facebook.com/CapelParishCouncil> had been launched.

- 056C WARD MATTERS- Beare Green** (i) Project OverHall – Cllr Clack had requested a grant be applied for from SCC by CPC for new radiators in the hall. Cllrs agreed that this means of application could undermine CPC's own ability to apply for grants as it could deflect grants away. BGCA to be asked to list all anticipated costs for Proj.OverHall. (ii) Clerk to write to Circle Housing requesting that Turner House residents park in the residents car park and not in the road
(iii) Cllr request to have accounts presented by spend per Ward. Clerk to arrange this but will not be immediate

Capel: (i) Parish Office – Refurbishment to include stairs to archive area, new internal and external doors, galley kitchen, improved toilet facilities and with Disabled toilet, insulation as per building regs. with changes to windows. Quote from K. Carter for £80,000. Cost to be covered by taking out a loan with the Public Loans Board for £75,000 over 15yrs at a rate of 2.3%. Further details to be obtained. Plans to be circulated electronically.

Coldharbour: (i) Broken notice board being followed up by Cllr McLachlan

056C PARISH AND HIGHWAYS MAINTENANCE

- 1) Moorhurst Lane- Emergency work on clearing the two ditches, building up the gully and ditch banks and re surfacing the pavement is now complete but at a total cost of £5,250. In view of the high rainfall and run off from Leith Hill draining down to Beare Green it was suggested that a Flood Forum or similar be set up by BG residents
- 2) Flooding in Vicarage Lane. A job no. has been raised to remove the Oak tree in order for the new drain to be laid.
- 3) Raised Kerb stones and pot holes outside Capel News Agency. Highways will undertake emergency work on this on 21.01.15

057 CORRESPONDENCE

February 3rd 2015 - Responses to Airports Commission public consultation into airport expansion(whether a new runway should be at Heathrow or Gatwick)

1. NALC documents detailing Electronic Agendas – with model form for all Councillors to complete giving consent to receipt of Electronic agendas.
2. Prospective Candidates Evening for forthcoming elections Monday 23rd February – Pippbrook Council Chamber – 7.00pm
3. NALC doc. Modernising Parish Polls Regulations Exec Summary

058. URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR NOTE OR INCLUSION ON A FUTURE AGENDA – (i) Parish Website (ii) Parish Office

059. DATE OF NEXT MEETING: The next meeting of the full Council is on Monday 16th February 2015 at 7.30pm in the Committee Room at Capel Village Memorial Hall. The Planning Committee will not be meeting in February. The next meeting of the Finance Committee will be on Monday 9th February 2015 at 7.30pm in the Committee Room at Capel Village Hall.