

BUCKLAND PARISH COUNCIL

Draft Minutes of the Meeting held at 8pm on Monday 9th September 2019 in the Reading Room, Old Rd, Buckland.

Present: Cllrs Bourke, Cox, Horden, Husband (Chair), Jones and Steed and the Clerk.

In attendance:

Mole Valley District (MVDC) Cllrs Simon Budd and Paul Potter.

1. Apologies for Absence

(110) Cllr Pryor and Surrey County Council (SCC) Cllr Helyn Clack.

2. Declarations of Interest

(111) None.

3. Requests for Dispensations

(112) None.

4. Minutes

(113) Council **resolved** to approve the Minutes of the Meeting held on 8th July 2019. The minutes were duly signed by the Chairman as a correct record.

5. Open Forum

(114) MVDC Cllr Budd, in the absence of SCC Cllr Clack, asked whether Council would be prepared to support a proposal being put to MVDC to advertise the Keep Britain Tidy “Don’t be a Tossler” campaign. Cllrs suggested that whilst it is recognised that litter, particularly fast food packaging is thrown from vehicles driving through the village that displaying posters in rural areas would be unlikely to deter the culprits. Council’s preference would be for MVDC to work with all outlets selling fast food to raise awareness of fines that can be levied and to identify means by which litter can be linked to those responsible for “tossing it”. **Action:** Clerk to submit a response to Jack Straw, MVDC and include an offer to include details of any actions MVDC proposes to take in a parish update.

6. Planning and Licensing

New Planning Applications

- (115) MO/2019/0852: Erection of roof and insertion of windows to tower at North Tower, Buckland Court Stables, Buckland Court, Reigate Road, Buckland, Surrey, RH3 7EA. Council **resolved** to ratify the decision not to comment on this application.
- (116) MO/2019/1050: Erection of outdoor kitchen enclosure and raised platform with hot tub at Little Court, Reigate Road, Buckland, Surrey, RH3 7EA. Council **resolved** to ratify the decision not to comment on this application.
- (117) MO/2019/1115: Erection of single storey detached garage to front of property at Cop House, Old Road, Buckland, Surrey, RH3 7DY. Council **resolved** to ratify the response submitted to MVDC that had asked for careful consideration to the site’s conservation area status.
- (118) MO/2019/1439: Retention of replacement dwelling with revisions to elevations at Garden Cottage, Sandy Lane, Buckland, Surrey, RH3 7AA. Council **resolved** to ask MVDC (i) before determining this retrospective application to regularise breaches of planning conditions to undertake a compliance visit and require the applicant to amend this application to include all the current breaches of planning conditions, (ii) to ensure the applicant fully understands the need to comply with conditions and (iii) take appropriate and timely enforcement action.
- (119) MO/2019/1472: Fell to near ground level 3 No. Cypress trees in South East corner (4 on plan); 1 No. Holly tree (10 on plan); 3 No. Plum trees (13 on plan) and 1 No. small Beech tree (12 on plan) and fell to ground level 5 No. Cypress trees (10 on plan) & 1 No. Sycamore tree (11 on plan) at The Rectory, Rectory Lane, Buckland, Surrey, RH3 7BH. Council **resolved** not to comment on this application.

Planning Application in Betchworth, within 20 metres of Buckland

- (120) MO/2019/1198: Change of use of land from residential garden (Use Class C3) to dog day care and exercise facility (Sui Generis). Erection of outbuilding and off road parking area ancillary to dog care and exercise facility at Dawcombe, Pebblehill Rd, Betchworth, Surrey RH3 7BP. Council **resolved** to ratify the objection submitted to MVDC and to record its disappointment at the lack of engagement the applicant had undertaken with immediate neighbours and the wider community prior to submitting this application.

MVDC Planning Notifications

The following Local Planning Authority decisions were noted:

- (121) MO/2018/1848: Demolish existing sales building and remove linked canopy and LPG enclosure, erect new single storey sales building, gated timber fenced compound area with bins and plant units. Provide 12 No. new customer parking bays at Buckland Garage, Reigate Road, Buckland, RH3 7ED. Approved with conditions.
- (122) MO/2019/0593: Application seeking discharge of Condition 3 of approved Planning Permission MO/2018/1593 for the erection of a single storey rear extension, first floor rear balcony and raising of existing patio at Sedgheill, Old Road, Buckland, RH3 7DU. Approved with conditions.
- (123) MO/2019/0820: Erection of a replacement dwelling following demolition of the existing, and the creation of a new access from Old Road at Knowl Cottage, Old Road, Buckland RH3 7DU. Refused.
- (124) MO/2019/0852: Erection of roof and insertion of windows to tower at North Tower, Buckland Court Stables, Buckland Court, Reigate Road, Buckland, RH3 7EA. Approved with conditions.
- (125) MO/2019/0853: Erection of a new detached double garage following demolition of existing at Windmill View, Reigate Road, Buckland, RH3 7BG. Approved with conditions.
- (126) MO/2019/0903: Erect fascia signage, projecting signage, hoarding signage and flags, all non-illuminated, at Units A and B, Old Buffer Store, Station Road, Betchworth, RH3 7BZ. Refused.
- (127) MO/2019/1037: Remove 2 sycamore trees to ground level at The Old Forge, Old Road, Buckland, RH3 7DY. No objection.
- (128) MO/2019/1050: Erection of outdoor kitchen enclosure and raised platform with hot tub at Little Court, Reigate Road, Buckland, RH3 7EA. Approved with conditions.
- (129) MO/2019/1115: Erection of single storey detached garage to front of property at Cop House, Old Road, Buckland, RH3 7DY. Refused. Council noted the applicant had lodged an appeal.

Application for premises licence for Shell Waitrose Buckland

- (130) Council noted MVDC had:
- (i) Confirmed 27 of the 32 objections to this licence had been conditionally withdrawn;
 - (ii) Advised licensing legislation required MVDC to convene a meeting of its Licensing Sub-Committee to provide an opportunity for the objections raised by the five individuals who had not withdrawn their objections to the premises licence to be heard;
 - (iii) Held a hearing on Thursday 5th September 2019, attended by the Clerk and Tranquil Dale resident Mrs Mandy Cooper; and
 - (iv) granted the applicant a new premises licence, subject to the ten conditions agreed between the applicant, the Parish Council and local residents.
- (131) Council **resolved** to record a vote of thanks to everyone who took the time to submit representations to MVDC and, in particular, to Mandy Cooper and the Clerk for the constructive dialogue they entered into with the applicant and the licensing authority (MVDC).

Consultation with Squires Garden Centre

- (132) Council expressed its appreciation to Sarah Squires, Chairman and Martin Breddy, Managing Director, for taking the time to meet with Cllrs Jones and Pryor and the Clerk and noted a new manager had recently been appointed to the Squires garden centre in Buckland.
- (133) Council undertook an informal review of application documents that had been provided to the Parish Council at the same time as they were submitted to MVDC. Council noted that the application had not yet been validated by MVDC. Council resolved to record concerns expressed relating to continued use of the car park for operational storage (including waste bins, skips, pallets and a forklift truck) and queried what controls could be applied to minimise upwards light pollution through the polycarbonate roof. **Action:** Clerk, when the application has been validated, to consult Cllrs on any changes to the application documents prior to submitting Council's response.

7. Highways, Railways and Rights of Way

Highways

- (134) Council noted that:
- (i) Cllr Steed had, on Thursday 25th July 2019, attended a meeting convened by SCC Cllr Clack to provide an opportunity for parishes in her SCC Dorking Rural division to discuss traffic issues;
 - (ii) the meeting had also provided an opportunity for newly appointed parish cllrs to gain a better understanding of matters relating to SCC Highways and for all present to raise issues and air grievances;
 - (iii) Cllr Steed will attend a follow up "**Highways Forum**" on 11th November 2019, arranged to provide an opportunity to explore potential opportunities for constructive partnership working between parishes and SCC Highways.

Railways

- (135) Council noted that Cllr Steed had attended a meeting of the **Betchworth and Reigate Rail Initiative** (BARRI) on Wednesday 24th July 2019 at which it was stated that if GWR, as permitted by the current franchise agreement, increase the number of trains per hour from two to three, the estimated impact at Betchworth is that the barriers on Station Road will be closed for 25 minutes in each hour.
- (136) Council noted that when Cllr Steed had met with Network Rail to query the need for the **Whistle Boards** (currently positioned either side of the railway line to the east of Rectory Lane near Church crossing), that Network Rail had suggested it might be possible to undertake vegetation clearance to improve sightlines sufficiently to remove the whistle boards. Council asked Cllr Steed to seek clarification from Network Rail (to include a map) to define the extent of work Network Rail would need to undertake to secure the removal of the whistle boards. **Action:** Cllr Steed.

Rights of Way

- (137) Council noted the **SCC 2018-19 Rights of Way and Countryside Access Annual Report** had included a statement that "Paths are normally only inspected on a 'reactive' basis, as and when we are made aware of an issue that needs investigating" and that the team currently has over 2600 'live' maintenance or enforcement issues to deal with.
- (138) Council noted the Clerk had
- (i) highlighted the need to report problems on our local rights of way to SCC Countryside Access in recent parish updates; and
 - (ii) issued this same advice in response to several complaints about overgrown vegetation on our local rights of way.
- (139) Council welcomed a £300 donation from The Betchworth and Buckland Society to support investment to increase the accessibility on our local rights of way; an initiative that is being progressed with the support of Buckland resident Alan Brindley, Cllr Pryor and the Clerk.
- (140) Council noted an update on local issues and initiatives relating to "rights of way" will be included on the agenda for the November meeting. **Action:** Clerk to ensure Cllr Pryor is made aware of the information Network Rail shared with Cllr Steed.

A25 Roadside footpaths

- (141) Council noted a team of three operatives from Burleys, a SCC approved contractor, have five days scheduled in November to undertake the following budgeted amenity improvements:
- (i) safeguard the work previously undertaken to the section of footpath extending alongside the southern edge of the A25 between the welcome gate at the western parish boundary (close to Tranquil Dale) to the boundary of Squires Garden Centre; and
 - (ii) edge the areas of grass in the centre of the village.
- (142) Council noted:
- (i) the objective of this work is to locate the edges of the hard-surfaced footpath and restore it to full width by clearing any build-up of earth/vegetation and cutting back any encroachment; and
 - (ii) the team will undertake the work once their annual “leaf clearing duties in local parks and playing fields across Mole Valley” is complete.

8. Finance

Account Payments and Receipts

- (143) Council **resolved** to approve the following payments:
- (i) G. Burley and Sons Ltd £288.61 including £41.10 Vat, Two cuts July and one cut August;
 - (ii) Society of Local Council Clerks £122, Annual membership fee 1 Sep 2019 - 31 Aug 2020;
 - (iii) Reigate Area Conservation Volunteers £100, Leading volunteer events on 31st July 2019 and 8th September 2019;
 - (iv) Sheena Boyce £58.36, Reimbursement council expenses.
- (144) Council **resolved** to approve the following payment that would fall due at the start of October: Dorking Business Supplies £52.78 including £8.80 Vat; for colour replacement toner cartridges. **Action:** Clerk to arrange for a cheque to be issued upon receipt of appropriate invoice.
- (145) Council noted that the following amounts had been received into the Parish Council bank account since the July meeting:
- (i) £8,074, comprising second instalment of 2019/20 precept (£6885.50), concurrent grant (£1063.50) and council tax support grant (£411);
 - (ii) £14 donation from MVDC for the litter collected during the July village tidy
 - (iii) £300 from Buckland and Betchworth Society.
- (146) Council noted that Cllr Jones had verified the bank balances entered on the bank reconciliation against the bank statements and the cashbook and initialled the documents as reconciled for the period since 13th May 2019
- (147) Council noted that a cashbook, bank reconciliation and a year to date comparison of actual expenditure against budget had been circulated to Cllrs.

9. Amenities and Events

- (148) Council **resolved** to record a vote of thanks to each and every resident who turned out to participate in the **pond clearance** events held on 31st July and 8th September, to Simon Elson and the Reigate Area Conservation volunteers for leading the events and Buckland Estate and local farmer John Muggeridge for their assistance.
- (149) Council noted the receipt of further **equipment from MVDC** to support village tidy and litter picking events that included child sized safety vests and litter pickers, hoops to support litter sacks, a hoe, a brush, rolls of sacks and a graffiti removal kit.

- (150) Council noted a request had been received from a group of village volunteers looking to hold a May Day Fair on Buckland Village Green on Friday 8th May 2020. Council **resolved** to approve a recommendation from the Clerk to update the guidance issued to anyone wishing to hold a public event on the Village Green to include a requirement for the event insurance policy to provide public liability insurance of at least £5m. **Action:** Clerk to provide a copy of the updated guidance to the volunteers.
- (151) Council noted an offer of free silver birch trees had been made by Squires Garden Centre as part of its “**Love where you Live campaign**”. Council resolved to submit a request for nine trees, to be planted in stands of 3. **Action:** Clerk to liaise with relevant landowners and neighbours prior to submitting the request to Squires Garden Centre.
- (152) Council noted Cllr Husband and Cllr Steed will be attending the **South and South East in Bloom Awards Lunch** in Brighton on Friday 13th September 2019. Council resolved to allocate £25 discretionary budget to fund Cllr Steed’s request to be refunded the price of his ticket. **Action:** Cllr Steed to submit an invoice prior to the November meeting.

10. Formalities

- (153) The Mole Valley Neighbourhood Police Team had advised 9 **reported crimes** in Buckland since 13th May: 2 domestic incidents and a single incident of recorded theft, violent crime, criminal damage, public order offence, vulnerable adult incident, missing person and road incident. A further 26 incidents had been recorded: 8 reports of suspicious circumstances 3 concerns for safety, one incident of trespass and 14 relating to incidents on the highway (4 police stops, 2 road related offences, 1 traffic accident collision with injury, 1 traffic incident (damage only), 3 reports of abandoned vehicles, 2 reports of vehicle nuisance and 1 instance of highways disruption).
- (154) Council noted a **Freedom of Information Request**, dated 23rd July 2019, had queried what change in the provision of play areas for children there had been over the last ten years. Council **resolved** to ratify the response issued that had advised no changes had been recorded during the period.
- (155) Council noted **updates** issued by **NALC, SALC, Surrey Community Action, Surrey Hills, GACC and Came & Company** had been circulated to Cllrs and key information published within parish updates.

11. Forthcoming Meetings

- (156) The **Parish Council** confirmed the next full Council Meeting will be held on Monday 11th November 2019 and subsequent meetings are scheduled on 13th January, 9th March, 11th May, 13th July, 14th September and 9th November 2020.
- (157) Cllr Pryor will attend a meeting of the **Surrey Hills Byways Working Group** on Monday 16th September 2019 at Warren Farm Barns and a meeting of the **Rural Crime Engagement Panel** at 7.30pm on Wednesday 18th September 2019 at MVDC Pippbrook offices.
- (158) Cllr Pryor will attend a **Surrey Hills Affordable Housing Conference**, hosted by English Rural, on 24th September 2019 at Denbies Wine Estate.
- (159) Cllr Pryor will attend the **Surrey Branch of the National Association of Local Councils AGM and Autumn Briefing** on Tuesday 15th October 2019 at Dorking Halls.
- (160) Cllr Steed will attend a **Highways Forum** meeting on 11th November 2019.
- (161) Cllr Cox will attend the **GACC AGM** on Friday 15th November 2019.

Sheena Boyce, Clerk

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