

BUCKLAND PARISH COUNCIL

Minutes of the Meeting held at 8pm on Monday 9th March 2020 in the Reading Room, Old Rd, Buckland.

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

In attendance:

Surrey County Council (SCC) Cllr Helyn Clack, Mole Valley District (MVDC) Cllrs Simon Budd and Paul Potter and one member of the public.

1. Apologies for Absence

(290) Cllr Steed.

2. Declarations of Interest

(291) None.

3. Requests for Dispensations

(292) None.

4. Minutes

(293) Council **resolved** to approve the Minutes of the Meeting held on 13th January 2020. The minutes were duly signed by the Chairman as a correct record.

5. Open Forum

(294) The Chairman welcomed all those attending the meeting and established the key reason for the member of the public attending was to express concerns relating to the Draft MVDC Local Plan - Future Mole Valley.

(295) The local resident's expressed concern about a MVDC proposal to include a plot of land adjacent to Dungates Lane as an allocated site for development in the new local plan. The Chairman emphasised to the resident that MVDC has stated its hope that as many Mole Valley residents as possible will engage and advised the resident to submit a response to MVDC.

(296) MVDC Cllr Budd, responding to a question he had received from a Buckland resident, advised Council he understood the owner operators of Crossways Kennels would be submitting a planning application to regularise the temporary installation of mobile accommodation onsite whilst development (for which permission has already been granted) is completed. Council thanked Cllr Budd for the update.

6. Planning and Licensing

Planning Update

(297) MO/2019/2022: Erection of a replacement dwelling following demolition of the existing at Knowl Cottage, Old Road, Buckland, RH3 7DU.

Council **resolved** to ratify the response submitted to MVDC that had, subject to MVDC seeking assurances relating to the proposed planting, withdrawn Council's objection to the application following the publication of additional landscaping detailing.

New Planning Applications

(298) MO/2020/0047: Variation of Condition 14 of planning permission 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, to enable one fast charging QC 45 EVC parking charging space to be installed at Shell Waitrose Buckland, Reigate Road, Buckland, RH3 7ED.

Council **resolved** to ratify the response submitted to advise MVDC the parish council had no objection to the above application.

- (299) MO/2020/0067: Removal of conditions 3 and 4 and variation of condition 5 of approved Planning Permission MO/2003/1500 for the use of land as a private gypsy caravan site comprising two dwellings, to allow an increase in the number of pitches and not for the sole use of the applicant and his immediate dependants at The Evergreens, Reigate Road, Betchworth, Surrey, RH3 7DB.

Council **resolved** to ratify the response that had

- (i) queried whether this request for a change of condition was sufficiently significant to be appropriately dealt with as a full planning application that would consider the wider implications and potential impacts of the requested change on land which is currently open green belt land with an AGLV designation; and
- (ii) asked MVDC, if minded to agree to the positioning of a second mobile home, to consider adding the name of the eldest son to condition 3, alongside that of his father, to retain condition 4 and to amend condition 5 to be consistent with the change effected to condition 3.

- (300) Council **resolved** not to comment on the following applications:

- MO/2020/0120: Demolition of existing conservatory and erection of single storey rear extension at 13 Tranquil Dale, Buckland, RH3 7EE;
- MO/2020/0144: Reduce two lime trees by c.2-3 metres to previous points and one holly by 2 metres in height at The Limes, Old Road, Buckland, RH3 7DU;
- MO/2018/1848/1: Non-material amendment to provide more detail of materials to be used for proposed shop front at Shell Buckland, Reigate Road, Buckland, RH3 7ED.

MVDC Planning Notifications

The following Local Planning Authority decisions were noted:

- (301) MO/2019/0593: 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 Sedgemoor, Old Road, Buckland, RH3 7DU. Condition approved.
- (302) MO/2019/1709: Formation of access to land from A25 to land on the South Side of Reigate Road, Shagbrook, Reigate Road, Buckland, RH2 9RE. Refused.
- (303) MO/2019/2149: Reduce the crown of one Yew tree by 2 metres and shape at The White House, Old Road, Buckland, RH3 7DZ. No objection.
- (304) MO/2020/0042: Prior notification for change of use of an agricultural building (Dutch Barn) to storage (Use Class B8) at Kemps Farm, Rectory Lane, Buckland, RH3 7BL. Notification Complete.
- (305) MO/2020/0059: Reduce the crown of one Willow tree by 2 metres at Buckland Village Green, Reigate Road, Buckland. No objection.
- (306) MO/2019/1527: Erection of an extension to existing outbuilding and conversion of the outbuilding from a store to an animal hydrotherapy facility, relocation of existing office building at Crossways Farm, Station Road, Betchworth, RH3 7DF. Application located in Betchworth, within 20 metres of Buckland. Approved with conditions.

Planning Policy – Future Mole Valley

- (307) Council noted:

- (i) MVDC had recently launched a public consultation period on Future Mole Valley, a new local plan for Mole Valley, that opened on Monday 3rd February 2020 and will close on Monday 23rd March 2020;
- (ii) Council had, on Monday 10th February 2020, arranged a public meeting in the Reading Room, Old Road, to provide an opportunity for the local community to engage prior to submitting consultation responses to MVDC;
- (iii) MVDC Planning Policy Officers Jane Smith and Claire Mallalieu had attended the meeting and answered questions asked by some of the 34 residents who attended;
- (iv) The Future Mole Valley page on the village website had been updated and a post published on the parish news page to encourage all parishioners to engage with and submit a consultation response to MVDC.

(308) Council noted:

- (i) MVDC officers, responding to a question from several residents had advised MVDC does not propose to publish individual responses submitted to this consultation;
- (ii) since the meeting, Claire Mallalieu, having consulted both the MVDC Freedom of Information Officer and Principal Solicitor had advised “representations made by individuals to this Regulation 18 Consultation Draft Local Plan will retain their anonymity in the event of a Freedom of Information request. Whilst we would be required to provide the comments made, information enabling identification of the author would be redacted”.

(309) Council noted that MVDC had recently circulated updates to be made to a draft **Affordable Housing Strategy** in response to queries Council had submitted to the MVDC Strategic Housing Manager relating to references in the policy document to “under occupation of privately owned dwellings in rural villages” and to acknowledge the high cost of moving home can be a deterrent when homeowners consider downsizing.

7. Highways, Airports, Railways and Rights of Way

Highways – SCC Mole Valley Local Committee : Speed Limit Reduction on A25

(310) Council noted:

- (i) The SCC Mole Valley Local Committee Integrated Transport Scheme Programme for 2021/2022 allocates £10,000 to fund the implementation of a reduction in the speed limit (from 50mph to 40mph) on a section of the A25 Reigate Road through Betchworth following speed surveys undertaken in 2018;
- (ii) SCC Highways had since advised the proposal is to reduce the speed limit to the west of Betchworth roundabout but not to include the short section of A25 with a 50mph speed limit to the east of the roundabout.

(311) Council **resolved** to accept SCC Cllr Clack’s offer to ask a question during the open session of the next Local Committee Meeting and ask the Chairman to be prepared to raise this topic at the 2020 Annual Parish Meeting. Action: Clerk to provide written question to C.Cllr Clack.

Highways - On street parking

(312) Council noted an update from Cllr Jones:

- (i) a meeting arranged at the invitation of Tim Howe, Chair of the Reading Room Committee (TH) had now been held;
- (ii) TH, Stella Cantor, Reading Room Bookings Secretary, the Rector, Dominic Sanders, Cllr Jones and the Clerk held constructive discussions;
- (iii) TH had since issued a follow up note setting out a series of actions the Reading Room Committee would be implementing to help to highlight the need for visitors to the Reading Room to ensure they park within consideration for the competing needs of the community.

(313) Council noted Cllr Husband plans to include “on street parking” in the Chairman’s address to the 2020 Annual Parish Meeting.

Highways – Tree Management and Verge Enhancement Schemes

(314) Council noted that:

- (i) Surrey Highways had recently invited comment on a draft policy document : Surrey New Trees Strategy that is expected to be presented to SCC Cabinet for approval in April 2020;
- (ii) although appendix 3 to the SCC New Trees Strategy sets out, in broad terms, Surrey Highways best practice guidance for tree management and verge enhancement and allows for two rural cuts per season that the paper does not advise what treatment is being proposed for the A25 roadside verges through Buckland;
- (iii) the Clerk had submitted a request to the Highways Maintenance Team for the choice of equipment used by the contractors appointed to complete any rural cuts to take into account the profile of the verges and the need to safeguard the investment that has been made over recent years to clear the footpaths.

Aviation

- (315) On Thursday 23rd January 2020, Cllr Cox attended a Planewrong meeting. Council, having noted no follow up actions had been identified accepted Cllr Cox's offer to maintain a watching brief on proposals relating to flightpath routes with potential to impact Buckland.
- (316) On Wednesday 19th February 2020, Cllr Cox attended the reconvened **GACC AGM** at which a new committee was elected.
- (317) Council noted circulation of two **GACC newsletters**, the:
- (i) first, accompanied by an open letter issued by local planning authorities that had not offered any support for GACC's request for a Gatwick proposed expansion of passenger numbers to be subject to public scrutiny; and
 - (ii) second issued shortly after the Court of Appeal judgement that the Government's Airports National Policy Statement (ANPS) was unlawful on the basis it failed to take into account the Government's commitment to the provisions of the Paris Agreement on climate change.

Rights of Way

- (318) Cllr Pryor had attended a meeting of the **Surrey Hills Byways Working Group** on Thursday 16th January 2020. No follow up actions identified.
- (319) Council welcomed receipt of a £237.00 donation from SCC Cllr Clack 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 and Buckland Estate.

8. Amenities and Events

- (320) The Clerk advised that, weather permitting, Burleys hoped to complete at least one and possibly two grass cuts before the end of March and had been asked, when they visit, to cut back the section of privet hedge overgrowing the footpath next to the substation. **Action:** Clerk to liaise with Burleys and to arrange payment to be issued upon receipt of an appropriate invoice.
- (321) Council noted that following the discovery of great crested newts in the village pond, that had prompted an approach to be made to Natural England for advice that the response received had:
- (i) Suggested we continue to schedule our annual clearance in the late summer/early autumn;
 - (ii) expressed support for the current strategy of seeking to control rather than eradicate unwanted vegetation; and
 - (iii) suggested drawing up a list of safeguards to ensure the way we undertake the clearance tasks is consistent with safeguarding the habitat of this protected species.

Council **resolved** to record a vote of thanks to the Reigate Area Conservation Volunteers, who, under the leadership of Simon Elson have agreed to lead the event due to take place on Sunday 13th September 2020.

- (322) Cllrs reviewed arrangements for this year's **Annual Parish Meeting** on 30th March 2020. Council **resolved** to (i) accept an offer from Cllr Jones to organise coffee and tea, timed after the meeting. **Actions:** All to aim to arrive shortly after 7pm to prepare for a 7.45pm start time. Cllr Husband and the Clerk to liaise to finalise Chairman's address.

9. Finance

Budget and Precept Request for the period April 2020 – March 2021

- (323) Council noted that budget schedules, updated to reflect the decisions taken at the January 2020 meeting had been circulated to Cllrs accompanied by a copy of the latest full year forecast to 31st March 2020. Council **resolved** to adopt the budget schedules dated 9th March 2020.

Account Payments and Receipts

- (324) Council noted a year to date cash book and bank reconciliation and analysis of current year expenditure against budget had been circulated prior to the meeting.

- (325) Council noted that a payment for £350.00, including £70.00 Vat, to G. Burley and Sons Ltd had been issued in accordance with minute 2019/20:253.
- (326) Council **resolved** to approve the following payments:
- (ii) St Mary's Buckland Reading Room Account £80.00, 13th January, 10th February, 9th March, and 30th March 2020;
 - (iii) Buckland Parochial Church Council £80.00, Contribution towards the cost of electricity re floodlights to the church;
 - (iv) Ianthe Cox £17.55, Mileage claim - to attend GACC AGM;
 - (v) HMRC PAYE on additional salary payment £215.55;
 - (vi) Sheena Boyce £330.34 including 52p Vat, Additional salary (net) Dec - Feb £323.27 and £7.07 refund of council expenses.
- (327) A letter to HSBC requesting an update to the Standing Order was duly signed to transfer monthly payments of £781.55 to the Clerk for the 2020/21 financial year on the 20th day of each calendar month. It was noted that the:
- (i) Clerk's salary for 2020/21 is based upon 10.5 hours per week and an hourly rate of £14.55;
 - (ii) Clerk had opted out of the working time directive for a further year in return for an allowance for accrued leave entitlement;
 - (iii) payments include home working allowance and re-imburement of £6.95, including £1.16 vat, per month, being paid by the Clerk, to Virtual Landline for the Parish Council telephone number and associated call forwarding and messaging service; and
 - (iv) a letter (to be appended to the Contract of Employment for the Clerk) would need to be issued to confirm the 2020/21 contractual hours and payments. **Action:** Cllr Husband, Chairman.
- (328) Council **resolved** to approve the following payments that would fall due for payment prior to the May meeting:
- (i) Pixham Business Supplies, £35.18 including £5.96 Vat for toner cartridges;
 - (ii) Centrewire, £986.40 including £164.40 Vat for two kissing gates;
 - (iii) Design Lynx Limited, £258.00 including £43.00 Vat for domain hosting, web space, disk space and bandwidth for bucklandsurrey.net for 2020/21; and
 - (iv) Surrey ALC Ltd, £197.86 Annual Fee for National Association of Local Councils (NALC) (£35.28) and the Surrey Branch of NALC (SALC) (£162.58) for 2020/21;
- Action:** Clerk to arrange for cheques to be issued upon receipt of appropriate invoices and/or receipts.
- (329) Council noted that Cllr Jones had verified the bank balances entered on the bank reconciliation against the bank statements, initialled both documents, and confirmed that no unreported exceptions had been identified in the transactions reported since 13th January 2020.

10. Formalities

- (330) Council **resolved** to appoint Peter Barclay to act as Council's Internal Auditor until the annual governance and accounting for the 2019/20 financial year had been completed.
- (331) Council, having reviewed its Lone Worker Policy, **resolved** to re-adopt the policy with a review date of September 2023.
- (332) Council noted a copy of **Buckland Parochial Charity's** draft accounts for the year to 31st December 2019 and an Annual Report from Debbie Jones, Clerk to the Parochial Charity had been circulated to Cllrs.

- (333) The **Mole Valley Neighbourhood Police Team** had advised ten reported crimes in Buckland between 14th January and 5th March 2020 relating to criminal damage to a large oak tree, two domestic incidents and one relating to a vulnerable adult, three instance of making off without payment from Shell Buckland and one from a restaurant, the theft of a number plate, and one charge of drugs possession. A further 10 incidents were recorded; three police stops, two road related offences, and individual recordings of highways disruption, vehicle nuisance, domestic, concern for safety and a wildlife offence.
- (298) Cllr Pryor had attended attend a meeting of the **Mole Valley Rural Crime Engagement** panel on Wednesday 22nd January 2020. No follow up actions identified.
- (334) Council noted links to the following **consultations** had been published on the village website and highlighted in parish updates: Future Mole Valley, SCC Budget Priorities, SCC Future involvement in Ride London, Future of SCC Youth Centres, Police and Crime Commissioner – Police Council Tax Funding Consultation, and Environment Agency - Water Challenges and Choice.
- (335) Council noted **updates** issued by **NALC, SALC, ACRE, Mole Valley Life, Surrey Hills** and **Came & Company** had been circulated and key information published within parish updates or forwarded to relevant recipients.

11. Forthcoming Meetings

- (336) The **Parish Council** confirmed the next full Council Meeting are due to be held on Monday 11th May 2020 and subsequent meetings are scheduled on 13th July, 14th September and 9th November 2020 and 11th January and 8th March 2021.
- (337) The 2020 **Annual Parish Meeting** will be held at 7.45pm on Monday 30th March 2020 in the Reading Room, Old Road, Buckland.
- (338) Cllr Jones will attend the **2020 Betchworth Annual Parish Meeting** on Tuesday 31st March.
- (339) Cllr Jones will coordinate a **Spring Tidy** on Saturday 4th April 2020 and Cllrs Husband and Horden will lead a follow up event in Rectory Lane on Sunday 5th April 2020
- (340) Cllr Pryor will attend a meeting of the **Surrey Hills Byways Working Group** on Monday 1st June 2020 at Warren Farm Barns.
- (341) Reigate Area Conservation Volunteers will lead a **village pond clearance** on Sunday 13th September 2020.

There being no other business the meeting closed at 9.30pm.

Sheena Boyce, Clerk

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