

## BUCKLAND PARISH COUNCIL

Minutes of a Meeting held virtually at 8pm on Monday 13th July 2020.

### **Present:**

Cllrs Husband (Chairman), Horden, Jones, Pryor and Steed and the Clerk.  
Cllr Cox joined during item 7.

### **In attendance:**

Mole Valley District Council (MVDC) Cllrs Simon Budd and Paul Potter.  
Surrey County Council (SCC) Cllr Helyn Clack joined during item 11.

### **1. Apologies for Absence**

(68) Cllr Bourke.

### **2. Declarations of Interest**

(69) None.

### **3. Requests for Dispensations**

(70) None.

### **4. Minutes**

(71) Council **resolved** to approve the Minutes of the Meeting held on 11<sup>th</sup> May 2020. The minutes were duly signed by the Chairman as a correct record.

### **5. Open Forum**

(72) Council noted the following update:

- (i) MVDC and SCC, prompted by several independent reports of unlicensed burning of commercial waste in the vicinity of Betchworth Lime Kilns had initiated a joint review of the planning and licensing governing activity in this location;
- (ii) Surrey Fire Service had been called out twice to the site, that the second callout, initiated by Surrey Police had been to extinguish an unattended fire; and
- (iii) Surrey Police is understood to be investigating whether a protected bat habitat suffered because of the fires.
- (iv) MVDC Cllr Budd relayed an invitation from one of the tenants to visit to gain an appreciation for his aspirations for the site (that he hopes will include securing planning permission to establish a car park to serve railway passengers). MVDC Cllr Potter asked to be included on any invite.

### **6. Planning**

#### **New Planning Applications**

(73) Council **resolved** to ratify the decision not to comment on the following applications:

- (i) MO/2020/0793: Remove one Macrocarpa tree (T1 on Submitted Plan); remove one Spruce tree (T2); remove one Cypress tree (T3); raise the crown of one Oak tree (T4) to give 5 metres clearance from ground level and reduce over extended lateral on the southern canopy by 2 metres; raise the crown of one Beech tree (T5) to give 5 metres clearance from ground level; remove one Sycamore tree (T6) and remove all arisings; reduce the height of two Golden Macrocarpa trees (T8) by 4 metres; remove sixteen Elm trees (T9) and remove all arisings at The Old Rectory, Rectory Lane, Buckland, RH3 7BH;
- (ii) MO/2020/0875: Reduce back one Yew tree (T1 on submitted plan) by 2 metres; reduce one Eucalyptus tree (T2) by 3 metres over the road; and reduce one Lime tree (T3) back to previous reduction points at The Towered Barn, Rectory Lane, Buckland, RH3 7BH; and
- (iii) SCC/2020/0075 (MO/2020/0986): Detailed design of fish tank, including associated viewing platform design pursuant to Condition 15 of planning permission ref: MO/2017/1797 dated 30 May 2018 at Buckland Park Lake, Reigate Road, Buckland, RH3 7FE.

## Planning Update

- (74) MO/2020/0605: Various illuminated signage around site, on canopy, pumps shops and forecourt at Buckland Garage, Reigate Road, Buckland, RH3 7ED.

Council **resolved** to await publication of the Case Officer report, and, subject to the report including conditions, to limit the illumination of signs to the hours of operation and strictly control the use of non-illuminated signs, to submit a supplementary response in advance of the August Development Management Committee.

## Planning Notifications

The following Local Planning Authority decision was noted:

- (75) MO/2020/0480: Raise crown of one Beech tree by 2.5 metres at Penn Cottage, Old Road, Buckland, RH3 7DZ. No objection.
- (76) 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. Appeal commenced.

## 7. Highways, Airports and Rights of Way

### Active Travel

- (77) Council **resolved** to ratify the submission to MVDC, in response to the request for input to the SCC Active Travel initiative, that had been prepared during an informal virtual working group meeting held on 29<sup>th</sup> May 2020.

- (78) Council noted that SCC:

- (i) had chosen not to adopt Council's "quick win" suggestion to schedule at least one additional cut of the verges alongside the A25 roadside footpaths to support social distancing as it had allocated the Mole Valley share of phase one funding to town centres; and
- (ii) appeared to be focusing phase two on improvements on the A24 to the south of Dorking with no mention being made of the A25 between Reigate and Dorking.

Council **resolved** to submit the content of the response to MVDC direct to the SCC Active Travel team to ensure the full submission is available to the relevant officers.

**Action:** Clerk.

- (79) Council noted SCC Highways had confirmed that a feasibility design for a **new pedestrian island** on the A25 in Buckland was completed before the end of March 2020, that once a road safety audit has been completed the design will be made available to Council and that the work to install the pedestrian island is scheduled to be completed before the end of March 2021.

- (80) Council noted that since the initial verge cut through Buckland, completed towards the end of May, the Clerk had:

- (i) reported a need for woody growth (too substantial for the team strimming grass and soft growth) on the inside of sections of town footpaths along the north side of the A25 to be cut back and secured a commitment from SCC highways for the work to be completed prior to the end of season cut;
- (ii) asked SCC Highways to relay a message of thanks to the contractors (Kear) for the high standard of the first cut;
- (iii) tasked G. Burley and Sons Ltd to strim the town footpath edges along the south side of the A25 and to the west of Shepherd's Walk on the north side to safeguard the winter maintenance effort.

- (81) Council noted receipt of two GACC newsletters, an update from Gatwick Airport Limited ("GAL") and recent circulars issued by Planewrong and Plane Justice. Council **resolved** to support Cllr Cox's recommendation Council to continue to monitor GAL's "unchanged" expansion plans against a backdrop of recent airline industry job loss announcements.
- Action:** Cllr Cox.

## **Surrey Hills Byways Working Group**

(82) Cllr Pryor had attended a virtual meeting on Thursday 2<sup>nd</sup> July 2020 and circulated feedback to Councillors:

- (i) SCC Countryside Access, responding to higher use of local rights of way, plans to review waymarking and install additional posts to encourage users to stick to the public rights of way; and
- (ii) Damage to Surrey's byways continues to cause concern with an apparent lack of respect being shown for these unmetalled rural rights of way. The group heard about a Kent CC initiative to limit motorised vehicular use of byways to named drivers. Details have been shared with Buckland Estate and SCC Countryside Access has been asked to research this option to enable its potential relevance to Surrey to be discussed at the next working group meeting.

*Cllr Cox joined the meeting.*

(83) Cllr Pryor advised that Jackie Lees-Howes, initially MVDC before working as part of Surrey's Joint Waste Services Team and latterly leading the effort to tackle Fly Tipping across Surrey would be leaving the area in September. Council **resolved** to record a vote of thanks to Jackie for the significant contribution she has made during her time in the area and to wish her well as she takes on new opportunities. **Action:** Clerk.

## **8. Amenities and Volunteer Activity**

(84) Council **resolved** to record a vote of thanks to the team from G. Burley and Sons Ltd for the excellent job they have done keeping the grassed areas in the centre of the village looking "neat and tidy" during the lockdown. **Action:** Clerk to write to Burleys.

### **Village Pond**

(85) Council noted the Reigate Area Conservation Volunteers (RACV) had advised they hope to be able to lead a pond clearance event in Buckland on Sunday 13<sup>th</sup> September 2020 and that as soon as more detailed guidance is available an update will be issued via the village email group.

Cllr Husband commented that the pond does appear to have been taken over by rapid growth of unwanted vegetation. Council noted that with Great Crested Newts having recently been recorded at the pond that any volunteer event will need to be carefully managed to balance the need to protect the species and preserve its habitat.

Council accepted Cllr Horden's offer to extend his support to any volunteer effort at the pond that RACV recommends, to liaise with RACV leader Simon Elson in advance of any activity and to liaise with Buckland Estate as appropriate. **Action:** Cllr Horden.

## **Buckland Community Support**

(86) Council **resolved** to record its appreciation for the continued commitment of each and every volunteer contributing to the sustained effort to extend help throughout our local community; in Buckland, at Brockham Food Aid, throughout Mole Valley and across Surrey. **Action:** Clerk to include an item in a parish update.

## **9. Finance and Risk Management**

(87) Council noted, further to the action (May minutes) that no suggested amendments or additions to the **Risk Register** had been submitted to the Clerk and that a New Risk Assessment Guide, issued by NALC had been forwarded to the Chairman. Council **resolved** to retain the current Risk Register without further amendment.

(88) 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.

(89) Council **resolved** to approve a payment of £414.00 including £69.00 Vat to G. Burley & Sons Ltd that would fall due for payment prior to the September meeting. Council noting the payment relates to the additional edge strip of footpaths running alongside the A25; a task for which budgetary provision was made.

## **Account Payments and Receipts**

- (90) Council **resolved** to approve the following payments:
- (i) HMRC £47.38, PAYE liability re: May and June Salary payments, Employer NI£6.78, Employee Income Tax £40.60;
  - (ii) G. Burley and Sons Ltd £392.74 including £65.46 Vat, Four cuts prior to 30<sup>th</sup> April 2020;
  - (iii) Pixham Business Supplies £70.24 including £11.70 Vat, Toner cartridges and stationery.
- (91) Council noted that the following amount had been received into the Parish Council bank account since the May meeting: £24.60 refund of £40.60 Employee Income Tax less expenses £16.00 from Sheena Boyce.
- (92) 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 1<sup>st</sup> April 2020.

## **10. Formalities**

- (93) Council, having completed a review of three **policy statements**, **resolved** to:
- (i) approve an update to the external organisations listed under the Partnership working heading of the Communications and Engagement Strategy; and
  - (ii) adopt the Training and Development Policy, Equality Policy and Communications and Engagement Strategy with a review date of July 2023.
- Action:** Clerk to update the village website.
- (94) Council noted a link to a consultation on a new Model Code of Conduct had been issued on 11<sup>th</sup> June 2020 and that the consultation would close on 17<sup>th</sup> August 2020. Council **resolved** not to submit a response.

## **Mole Valley Neighbourhood Police Team**

- (95) The crime report advised six crimes had been recorded in Buckland between 11<sup>th</sup> May 2020 and 13<sup>th</sup> July 2020: an unauthorised encampment, two thefts (mobile phone and fishing without permission), dog bite, stalking and harassment, and intent to cause distress or anxiety via multi social media platforms.
- (96) A further 15 incidents were recorded: five police stops, four reports of suspicious circumstances, three of concern for safety, and individual recordings of road traffic collision with injury, highways disruption and domesticated animal/pet issue.
- (97) Council noted that **updates** issued by **NALC, SALC, SCC, MVDC, Surrey Hills, Surrey Community Action** and **Came and Company** had been circulated to Cllrs and key information published within Parish Updates.

## **11. Forthcoming Meetings**

- (98) The **Parish Council** confirmed the next full Council Meeting will be held virtually on Monday 14<sup>th</sup> September 2020 with subsequent meetings scheduled on 9<sup>th</sup> November 2020 and on Monday 11<sup>th</sup> January and Monday 8<sup>th</sup> March 2021.
- (99) Reigate Area Conservation Volunteers continue to hope it will be possible to lead a **village pond clearance** on Sunday 13<sup>th</sup> September 2020.
- (100) Cllr Pryor will attend a meeting of the **Surrey Hills Byways Forum** on Monday 5<sup>th</sup> October 2020.

There being no other business the meeting closed at 9.05pm.

**Sheena Boyce, Clerk**

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