

BUCKLAND PARISH COUNCIL

Minutes of the Meeting held at 7.30pm on Monday 10th September 2018 in the Reading Room, Old Rd, Buckland.

Present:

Cllrs Husband (Chairman), Bourke, Cox, Jones, and Steed and the Clerk.

In attendance:

Mole Valley District Council (MVDC) Cllr Simon Budd and one member of the public. A further six members of the public attended the meeting for items 1-5.

1. Apologies for Absence

(121) Cllrs Pryor and Horden and MVDC Cllr John Muggeridge.

2. Declarations of Interest

(122) None.

3. Requests for Dispensations

(123) None.

4. Minutes

(124) Minutes of the Meeting held on 9th July 2018, were agreed and signed by the Chairman as a true record.

5. Open Forum

(125) Cllr Husband welcomed everyone to the meeting. Having established that the latest update relating to “**Modest additions to rural villages**”, a MVDC planning policy driven workstream it is intended will feed into a new Local Plan for Mole Valley was the “item of interest on the agenda”, provided an update to the meeting and invited input from those present.

(126) Council noted that an update, emailed via the village email group on 29th August 2018, had:

- (i) Summarised the work MVDC had already completed as it prepares a new local plan for Mole Valley – branded “Future Mole Valley”;
- (ii) Alerted residents to the recent publication, by MVDC, of a third “Future Mole Valley newsletter” and provided links to the latest information published by MVDC;
- (iii) Encouraged Buckland residents to sign up to receive future MVDC newsletters and provided a link to the relevant webpage to enrol;
- (iv) Highlighted the publication of a draft proposal map, prepared by MVDC that proposes a “village boundary for planning policy purposes” for Buckland;
- (v) Included a Buckland Parish Council draft proposal map, proposing an “additional village boundary for planning purposes” around an area of land to the east of Buckland Conservation Area;
- (vi) Invited feedback from Buckland residents on the draft proposals to enable Buckland Parish Council to submit a response to MVDC before the end of September 2018.

(127) Cllr Husband responded to queries seeking clarification and welcomed a statement from a Buckland resident expressing support for the pro-active approach to engaging with MVDC that the parish council is encouraging the local community to adopt.

- (128) Cllr Husband asked everyone present, once they have taken time to read the background papers and consider the draft proposals to express their views to the Parish Council and to encourage other parishioners to engage.
- (129) Council **resolved** to allow further time for feedback to be received from residents prior to preparing a response to send to MVDC. **Actions:** Clerk to issue a reminder via the village email group to encourage feedback. Clerk to consult with councillors pursuant to ensuring a response to can be submitted to MVDC before the end of the month. Clerk to keep the Future Mole Valley page on the village website up to date and to display key elements of email updates on the parish council noticeboard opposite the village shop.

Six members of the public left the meeting.

6. Other Planning matters

- (130) Cllr Husband had attended a workshop held on 6th September 2018 at MVDC Pippbrook as part of a **Peer Group Review of the MVDC Planning Service**. He advised Council that all local parishes had fielded representatives and that the feedback to the panel had mirrored the concerns Buckland Parish Council had previously raised with the Head of Planning with a perceived lack of consistency on the part of planning officers identified as a key concern.

New Planning Application

- (131) Council **resolved** to ratify the decision, taken following consultation with Cllrs, not to submit any comments with respect to the following planning application: MO/2018/1126: Conversion of existing garage to residential annexe ancillary to the main dwelling at Christmas Cottage, Sandy Lane, Buckland, RH3 7AA.

Mole Valley District Council (“MVDC”) Planning Notifications

The following Local Planning Authority decisions were noted:

- (132) MO/2018/1089: Erection of single storey garage to front of property at Cop House, Old Road, Buckland, RH3 7DY. Application withdrawn.
- (133) MO/2018/1139: Certificate of Lawfulness for a proposed development in respect of a replacement single storey garage at Camrose, Rectory Lane, Buckland, RH3 7BH. Approved.
- (134) MO/2018/1183: Reduce one Lime tree (marked 1 on submitted plan) by approximately 9-10 metres, remove one Hawthorn tree (2), remove one Yew tree (7). Trees along side of A25 starting from Rectory Lane end (9):- remove Holly and Elm trees, raise crown of one multi-stemmed Sycamore tree to give 6 metres clearance over road, remove small Sycamores, remove 2 No. further Sycamore trees. (Includes removal of dead Maple tree (5), dead wood from one Sycamore tree (6), dead wood from one Macrocarpa tree (8) and work to shrubs - exempt work.) at The Old Rectory, Rectory Lane, Buckland, RH3 7BH. No objection.

7. Transport - Highways, Rights of Way, Railways

Highways

- (135) Council noted that the two sections of highway Buckland Parish Council had put forward in response to a SCC Highways invitation (March 2018) to nominate sections of B and C category roads in need of maintenance to reverse damage that can be attributed, in whole or part to the **adverse winter weather** were in the process of being completed i.e. the section of Old Road (a category D road) between the driveway to The Cop and the water hydrant in the verge on the nearside of eastbound traffic and the filter lane across the junction of Old Road and the A25 Reigate Road.

- (136) Council noted overnight working to repair “sections of the A25 Reigate Road between Tranquil Dale (by Shell garage) and the surface change at Shagbrook at Buckland bends was underway; funded as part of an additional £20m scheme recently approved by SCC to address “**Severe Winter Damage**”. Council, having only received confirmation these works had been approved at the July meeting welcomed the early implementation date.
- (137) Council noted an update to the **Project Horizon 2** report listing “**schemes for consideration in future years**” includes a district and county ranking against each section of road. Whilst the section of the A25 between Tranquil Dale and Lawrence Lane appears as MVDC rank 1 and SCC rank 12 the section of pavement between Dungates Lane and the driveway to Robins Close has a lower ranking of MVDC rank 5 and SCC rank 51.
- (138) Council noted that a **Rectory Lane** resident had recently queried whether a mirror could be installed to assist drivers exiting Rectory Lane, expressed concern about visibility around the junction and the speed of cars and motorbikes using the A25 across the junction and asked why a 30mph speed limit isn’t in place. Council noted:
- (i) the Clerk had provided the resident with links to two sections on the SCC website that set out the highway authority’s reasons for not allowing mirrors to be positioned on or adjacent to highways and its current policy for setting speed limits.
 - (ii) Cllr Steed, having undertaken a site visit, had issued a follow up response that had prompted an appreciative reply from the resident.

No further action at this time.

- (139) Council noted that:
- (i) following a traffic incident on Buckland bends that had involved a vehicle mounting the pavement and inclined bank bordering Timberland that Cllr Steed had undertaken a site visit with Cllr Bourke and drawn up a list of tasks that had potential to contribute to improved safety;
 - (ii) the neighbourhood police team had advised there was no police record of an accident on Buckland bends since December 2017;
 - (iii) following the retirement of Paul Manwaring, Mole Valley Maintenance Engineer, his replacement will only have two Community Highways Officers in place to cover the whole of Mole Valley (two less than just a few years ago);
 - (iv) SCC Highways has emphasised the need for reports to be submitted via the Customer Service team and for any follow up representations from the Parish Council to be fed via the Parish Clerk.

Actions: All (as local residents) to continue to submit reports via the Surrey Highways Customer Service team, and to encourage other members of the public to do the same to raise the profile of local issues and concerns relating to the highways network and to provide evidence to senior managers at SCC of the need to recruit additional resource to process highways enquiries and provide much needed support to the Mole Valley community highways team.

Winter Maintenance – Amenity Improvements

(140) Council noted the Clerk had:

- (i) arranged with Burleys for the local team to commence work to maintain the roadside footpaths to the south of the A25 during November 2018;
- (ii) established that whilst the SCC legal team has been able to source additional historic documents they have not yet been able to re-create an ownership timeline for land adjacent to the A25 Reigate Road between Squires Garden Centre and the district boundary. In the interim SCC works to an assumption that SCC Highways responsibility extends one metre to the inside of the hard surfaced footpath;
- (iii) cautioned that even if it is possible to confirm SCC is responsible for maintaining trees and vegetation growing on a deeper tract of land alongside the A25 (i.e. between the eastern boundary of Garden Cottages and the District boundary) it is unrealistic to expect there will be SCC funding available to do more than address immediate safety concerns.

(141) Cllr Bourke advised Council that with key individuals unable to participate over the next couple of months that he is now looking for a late winter/early spring date to organise a volunteer event to clear an area of overgrown shrubland close to the eastern parish boundary.

(142) Council noted that minutes for meetings of the **North Downs Community Railway Partnership** and an invitation to attend an event to mark the installation of customer information boards at stations along the line had been received. Cllr Steed advised that whilst Great Western Railway (GWR) is not currently putting forward proposals that would affect Buckland he continues to maintain a watching brief. No further action proposed.

8. Amenities and Events

Village Pond Clearance

(143) Council **resolved** to record votes of thanks to:

- (i) each of the twenty-one Reigate Area Conservation Volunteers (“RACV”) and seventeen village volunteers who turned out to help on Sunday 2nd September 2018;
- (ii) Simon Elson for leading the event
- (iii) Alan Horden, John Muggeridge, and Buckland Estate (assisted by Michael O’Doherty) whose support helped us run the event on a tight budget; and
- (iv) Debbie Jones for home-made cakes and Wendy Lane for biscuits.

Council noted that the effort had focused upon removing large quantities of unwanted aquatic vegetation from the pond. On dry land, several saplings, and an area of ivy and nettles were removed from around the pond perimeter, soil was cleared of weeds around the trees and the granite setts and roadside gullies received attention.

(144) Council **resolved** to approve payment of £75 to the RACV and to accept RACV advice to target a similar date in 2019.

(145) Council noted that having managed to clear the area of the pond “beyond the reach of a mechanical digger” at the volunteer event, a mechanical clearance of the accessible length of perimeter edge, to the north, had now been completed by specialist contractors.

Action: Clerk to liaise with Simon Elson to identify any follow up tasks that it would be useful to complete autumn/winter.

- (146) Council noted that as the post supporting the village sign had started to rot below the ground the sign and post had been removed to safeguard the village sign. Council **resolved** to approve a proposal to arrange for the sign to be re-installed within the same verge during the Autumn. **Action:** Clerk.
- (147) Council **resolved** to ratify the decision, taken following consultation with Dominic Sanders (on behalf of Buckland Estate) and Cllr Husband (as the Councillor with lead responsibility on matters relating to the Village Green to complete and issue a permission to dig form to allow **Openreach** to install a length of new ducting alongside the footpath across the Village Green.
- (148) Council **resolved** to extend its support to an MVDC draft proposal to launch a **Water Refill Scheme** in Mole Valley. **Actions:** Clerk to establish whether The Pheasant and Red Lion are willing to sign up to the initiative and Cllr Husband to approach Buckland Deli. Clerk to respond to MVDC.

Sunday 11th November 2018 – Remembrance Sunday

- (149) Council noted that Cllr Husband had accepted an invitation to deliver a reading at the service to be held at St Mary's Buckland on Remembrance Sunday.
- (150) Council **resolved** to:
- (i) approve a proposal to focus the display of large sized poppies in the centre of the village to coincide with the British Legion Poppy Appeal (26th October 2018 – 11th November 2018) and to record a vote of thanks to local resident John Bloomfield who will be assisting with the initiative;
 - (ii) record a vote of thanks to local resident Mark Papworth for an offer to provide a "silhouette display" to complement the poppies.

Action: Clerk to liaise, ensure appropriate risk assessment is prepared and arrange for incidental expenses to be refunded.

9. Finance

Account Payments and Receipts

- (151) Council noted a year to date cash book, bank reconciliation and analysis of current year expenditure against budget had been circulated prior to the meeting.
- (152) Council **resolved** to approve the following payments:
- (i) Burley and Sons Limited £280.87 including £46.81 Vat,
Three cuts – July and August 2018;
 - (ii) SSALC Limited £72.00 including £12 Vat,
Cllr Briefing event on 4th September 2018;
 - (iii) Sheena Boyce £112.01,
Re-imbusement council expenses including SLCC membership £100;
 - (iv) Reigate Area Conservation Volunteers £75.00,
Leading Pond Clearance Event on 2nd September 2018;
 - (v) Chris Muggeridge £90.00,
Provision of tractor, trailer and driver to support mechanised pond clearance;
 - (vi) Bill Kear Plant and Agricultural Contractors Limited £480.00 including £80 Vat,
Mechanised Pond Clearance.
- (153) Council noted that a donation of £121.00, raised through the sale of walk booklets had been received into the Parish Council bank account since the July meeting.
- (154) Council noted that Cllr Steed had verified the bank balances entered on the bank reconciliation against the bank statements, initialled both documents, and had confirmed that no exceptions had been identified in the transactions reported since 9th July 2018.

10. Formalities

- (155) The Mole Valley Neighbourhood Police Team had advised two **reported crimes** in Buckland since 9th July – one incidence of criminal damage to fencing on private land and one breach of the Wildlife and Countryside Act relating to bats. A further 15 incidents occurred; four civil disputes and one domestic incident, three instances of highway disruption and one police stop, two of rowdy and inconsiderate behaviour and two reports each of suspicious circumstances and concern for safety.
- (156) Council, having reviewed each of the following policies and procedures **resolved** to adopt the same, without change, for a period of two years: **Disciplinary and Grievance Procedure, Bullying and Harassment Policy** and **Statement on Health and Safety**. **Action:** Clerk to refresh review dates and publish updated versions.
- (157) Council noted that as Council had not received any advice to require changes to the policies and procedures relating to **Data Protection** adopted in May 2018, the arrangements will now be scheduled for review at the May 2019 Annual Meeting.
- (158) Council noted that as MVDC had updated its **Code of Conduct and Arrangements for dealing with standards allegations under the Localism Act 2011 (“Arrangements”)** that the updated Buckland Code of Conduct adopted at the Annual Meeting held on 14th May 2018 had now been published on the village website together with the updated Arrangements.
- (159) Council noted that Cllr Pryor had attended a relaunch meeting of the **Rural Crime Engagement Panel** on Wednesday 18th July 2018. The newly nominated Surrey Police officers who attended were able to gather a substantial amount of historical information from the small number of attendees (eight) and took away several issues to follow up including conflicts between cyclists, horse riders and vehicle drivers, fly tipping and anti-social behaviour. A follow up meeting is due to be held at 7.30pm on 16th January 2019 and it is hoped there will be greater representation from landowners, farmers, gamekeepers and local voluntary bodies managing areas of Surrey’s countryside.
- (160) Council noted that Cllr Horden, having attended a **SALC Councillor Update** on Tuesday 4th September considered the event had provided useful and interesting information.
- (161) Council noted that **updates** issued by **NALC, SALC** (including updates issued jointly and/or on behalf of **SCC**), **SCC** and **MVDC** had been circulated to Cllrs and key information published within Parish Updates.

11. Forthcoming Meetings

- (162) The **Parish Council** confirmed that next full Council Meeting will be held on Monday 12th November 2018 and subsequent meetings are scheduled on 14th January, 11th March, 13th May, 8th July, 9th September and 11th November 2019.
- (163) Cllr Pryor will attend a meeting of the **East Dorking Regeneration Site Masterplan** Local Community Reference Group at 7pm on Monday 17th September 2018 at the MVDC Pippbrook offices.
- (164) Cllr Jones will attend the **Surrey ALC AGM and Autumn Conference** on Thursday 15th November 2018 at Dorking Halls.
- (165) Cllr Pryor will attend a meeting of the **Surrey Hills Byways Working Group** at 2pm on Monday 8th October 2018 at Warren Farm Barns.

There being no other business the meeting closed at 9.10 pm.

Sheena Boyce, Clerk

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