

## BUCKLAND PARISH COUNCIL

Minutes of Meeting held at 8pm on Monday 12<sup>th</sup> November 2018 in the Reading Room, Old Rd, Buckland.

### **Present:**

Cllrs Husband (Chairman), Cox, Horden, Jones and Pryor and the Clerk.

### **In attendance:**

Surrey County Council (SCC) Cllr Helyn Clack and 13 members of the public.

Mole Valley District Council (MVDC) Cllrs Simon Budd and John Muggeridge joined during item 6.

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

(166) Cllrs Bourke and Steed.

(167) D.Cllrs Budd and Muggeridge who had been required to attend MVDC training.

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

(168) None.

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

(169) None.

### **4. Minutes**

(170) Minutes of the Meeting held on 10<sup>th</sup> September 2018, were agreed and signed by the Chairman as a true record.

### **5. Open Forum**

(171) Cllr Husband welcomed everyone who had taken the time to attend the meeting and, having confirmed that application MO/2018/1848 was the item of interest, proceeded to invite individual members of the public to each, in turn, make their representations.

(172) Cllr Husband thanked everyone for their input and assured them the representations that had been made would be considered when Council reviews the application.

(173) The Clerk advised that D.Cllrs Budd and Muggeridge, having already received several representations had confirmed their willingness to exercise their right, should officers be minded to grant permission, to refer the application to the MVDC Development Control Committee for determination.

(174) Cllr Husband emphasised the importance of each person taking the time to submit a personal representation to the relevant planning authority to ensure their views are made known to the Case Officer.

*Thirteen members of the public departed, having declined the Chairman's invitation to stay and observe the rest of the meeting. District Cllrs Budd and Muggeridge joined the meeting.*

### **6. Planning**

#### **New Planning Applications**

(175) 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. Council **resolved** to object to the application.

#### **Actions:** Clerk to:

(i) submit an initial response, as soon as practicable, citing concerns relating to highways safety and a loss of amenity for local residents;

(ii) forward the response to SCC Highways Transport Development with a copy to C.Cllr Clack.

(iii) include, in a parish update, a link to the application documents and Council's response;

(iv) issue an invitation, via the agent, to Shell UK (the applicant) to engage with Council; and

(v) submit a follow up response to highlight other concerns and issues.

- (176) Council **resolved** to ratify the decisions, taken following consultation with Cllrs, to submit responses to the following planning applications as outlined below:
- (i) MO/2018/1593: Erection of a single storey rear extension, first floor rear balcony and raising of existing patio at Sedgemoor, Old Road, Buckland, RH3 7DU. Council had objected to the inclusion, in the proposal, of a first-floor rear balcony;
  - (ii) MO/2018/1608: Erection of single storey garage to front of property at Cop House, Old Road, Buckland, RH3 7DY. Council had written to (i) question whether allowing a new garage to be built in the proposed location would be consistent with MVDC duty to safeguard the character of Buckland Conservation Area; (ii) ask MVDC, if minded to approve the application subject to conditions to do so only if MVDC commits to enforcing all such conditions and can be sure the resource to do so will be available; and (iii) ask MVDC to consider obtaining an undertaking from the applicant to relocate wheelie and compost bins to a less prominent location;
  - (iii) MO/2018/1653: Erection of single storey oak framed garden room at rear of Pines Cottage, Dungates Lane, Buckland, RH3 7BD. Council had asked MVDC to adhere to its adopted policies when considering this proposal.
- (177) MO/2018/1737: Erection of a replacement garden room at The Old Rectory, Rectory Lane, Buckland, RH3 7BH. Council **resolved** to ratify the decision, taken following consultation with Cllrs not to submit any comments with respect to this application.

### **Mole Valley District Council (“MVDC”) Planning Notifications**

- (178) MO/2018/1822: Single storey extensions made under Part A of the Town and Country Planning (General Permitted Development) (Amendment) (England) 2013 at 5 Tranquil Dale, Buckland, RH3 7EE. Council noted that whilst immediate neighbours are consulted there is no public consultation on applications made under this part of planning law.

The following Local Planning Authority decisions were noted:

- (179) MO/2018/0910: Removal of Condition 5 of approved Planning Permission MO/2015/2017 for change of use of garage to residential dwelling to allow the new garage to be used as habitable accommodation at Garage 3, Buckland Court, Reigate Road, RH3 7EA. Application withdrawn.
- (180) MO/2018/1126: Conversion of existing garage to residential annexe ancillary to the main dwelling at Christmas Cottage, Sandy Lane, RH3 7AA. Approved with conditions;
- (181) MO/2018/1593: Erection of a single storey rear extension, first floor rear balcony and raising of existing patio at Sedgemoor, Old Road, RH3 7DU. Approved with conditions;
- (182) MO/2018/0964: Reduce and re-shape one Taxus Baccata tree (marked T1 on submitted plan) by 2 metres in height and 1-1.5 metres in width and crown lift to give approximately 5 metres ground clearance. Reduce crown of 2 No. Prunus Lusitanica trees (T4 and T5) by 1.5-2 metres in height and up to 1.5 metres in width. (Includes removal of dead wood - exempt works.) at Broome Lodge, Old Road, RH3 7DY. Council noted that MVDC had advised that whilst this application is “under consideration”, as more than 45 days had lapsed since the application to “undertake tree works in a Conservation Area” was registered, undertaking the work will not amount to a planning breach.

### **Future Mole Valley**

#### **MVDC Draft Proposal for Modest Extensions to existing villages**

- (183) Council **resolved** to ratify the decision, taken following consultation with Cllrs, to submit a response to the informal consultation MVDC had undertaken on its draft proposal for modest extensions to rural villages.
- (184) Council noted that a copy of the response had been published on the village website and displayed on the parish council notice board.

## **East Dorking Regeneration Masterplan**

- (185) Council noted Cllr Pryor had attended a meeting of the Local Community Reference Group at 7pm on Monday 17th September 2018 at the MVDC Pippbrook offices at which three options had been presented.
- (186) A link to the presentation had been circulated to Cllrs and included in a parish update.
- (187) Council noted two questions had been submitted to MVDC asking:
- (i) for additional data to be published to make it easier to assess the scale of capital investment required to generate the modest incremental revenue projected for each of the options; and
  - (ii) Clarification as to what assessment has been made to gauge the potential impact on local traffic flows of the extra pedestrian crossing close to Dorking Halls (A25).
- (188) Council noted MVDC had announced that having received a potentially viable proposal for Pippbrook House to become a Community Hub that work on the Masterplan had been placed on hold.

## **7. Transport - Highways, Rights of Way, Railways. Airports**

### **Winter Maintenance – Amenity Improvements**

- (189) Council noted that C.Cllr Clack had recently advised:
- (i) it had not proved possible, having followed up with SCC officers, for SCC to make any contribution towards the cost of the proposed works to maintain the roadside footpaths to the south of the A25 during the 2018/19 financial year;
  - (ii) the request would be carried forward to the 2019/20 financial year.
- (190) Council noted that whilst SCC had now confirmed the extent of the publicly maintainable highway for the length of the A25 that passes through the parish that the Highways Authority had also stated that having inspected the highways verges no work is currently scheduled.
- (191) Council noted that a team of three operatives, supplied by Burleys, are scheduled to complete four days cutting back of the footpaths alongside the southern edge of the A25 during November and to return for a further two days in December. Council **resolved** to authorise the Clerk, upon receipt of the appropriate invoice, to arrange for payment to be made for the work undertaken in November in advance of the next meeting. **Action:** Clerk.
- (192) Council noted Cllr Pryor had attended a meeting of the **Surrey Hills Byways Working Group** (SHBWG), at which the Trail Riders Fellowship had suggested signs at Buckland Lane were inconsistent with the Traffic Regulation Order. Cllr Pryor had since advised the Secretary to the SHBWG that when he visited Buckland Lane (shortly after the meeting) he had confirmed that the signs and width restriction do reflect the TRO.
- (193) Council **resolved** to ratify the decision, taken following consultation with Cllr Steed, to decline an invitation from the **English Regional Transport Association (ERTA)** to attend a forum at which ERTA would set out its views on the potential to re-open sections of regional railway. Council noted a request to be included in the circulation of periodic updates had been submitted. No further action required.

### **Gatwick Airport Masterplan**

- (194) Council noted that links to the recently published Gatwick Masterplan and to follow up announcements issued by GACC (Gatwick Area Conservation Campaign) and MVDC had been circulated to Cllrs and included in a parish update. Council noted that Cllr Cox plans to attend the GACC AGM and a Gatwick Airport Consultation Event. Council **resolved** to instruct the Clerk, with support from Cllrs Steed and Cox, upon receipt of promised guidance from GACC, to prepare and submit a response before the consultation closes on 10<sup>th</sup> January 2019. **Action:** Clerk with support from Cllrs Cox and Steed.

## 8. Amenities and Events

- (195) Council **resolved** to record a vote of thanks to Alan and Donna Pryor for painting the heritage posts and rails in the centre of the village and noted that SCC Highways officers had since expressed their appreciation for a “job well done”. The Clerk confirmed a risk assessment had been completed for the activity. Council resolved to approve the purchase of a further tin of the water-based paint. **Action:** Clerk
- (196) Council **resolved** to record a vote of thanks to Chas and Debbie Jones for sourcing a seasoned oak post to support the village sign, to Chas Jones, Martin Boyce and Alan Pryor for installing the village sign on its new post and to Dominic Sanders (Buckland Estate) for providing the resource to install the sign. The Clerk confirmed a risk assessment had been completed for the activity.
- (197) Council welcomed the Clerk’s report outlining a combination of amenity enhancement and maintenance tasks that had been completed since the previous meeting and **resolved** to record a vote of thanks to the parishioners who had assisted the clerk with the following tasks:
- (i) Martin Boyce and Alan Pryor for undertaking repairs (on grounds of safety) to the area of paving around the Village War Memorial;
  - (ii) John and Ann Bloomfield for anchoring netting over their boundary wall to support the display of poppies, designing the display and managing its installation;
  - (iii) Donna Pryor for painting the flagpole and helping to install poppies through the centre of the village;
  - (iv) Mark Papworth for donating the silhouette and to Martin Boyce and Alan Pryor for installing it;
  - (v) Alan Pryor and Martin Boyce for completing a pre-clock change check of and effecting repairs to the floodlights to the church; and
  - (vi) John Bloomfield for taking on “care of the teak bench overlooking the village pond”.
- (198) Council **noted** the Clerk had advised Jack Straw (MVDC) that The Pheasant, Buckland Deli and Red Lion had agreed to sign up to a proposed MVDC **Water Refill Scheme**.
- (199) Council **resolved** to ratify the decision, taken following consultation with Cllrs, to extend its support to a Buckland Nurseries proposal to host a local Rotary Club Seasonal Float; subject to Buckland Nurseries consulting close neighbours and MVDC. Council noted the float will be a Christmas display on a trailer with Christmas music with volunteers collecting charitable donations.
- (200) Council **resolved** to accept an offer from Reigate Area Conservation Volunteers, relayed by Simon Elson, to visit Buckland on Sunday 8<sup>th</sup> September 2019 to lead a **pond clearance** event. **Action:** Clerk to publish the date on the village website

## 9. Finance

### Account Payments and Receipts

- (201) 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.
- (202) Council **resolved** to approve the following payments:
- (i) G. Burley and Sons Limited £561.74 including £93.62 Vat, 3 cuts during September and 3 cuts during October 2018;
  - (ii) G. Burley and Sons Limited £201.60 including £33.60 Vat, 2018 growing season - weed clearance
  - (iii) Dorking Business Supplies £94.88 including £15.81Vat, Paper and Printer cartridge;
  - (iv) St Mary’s Buckland Reading Room £80, Room hire for May, July, September and November meetings;
  - (v) SSALC Limited £54.00 including £9.00 Vat, Councillor Jones : SSALC AGM and Autumn Update;

- (vi) Sheena Boyce £325.83,  
Re-imburement council expenditure including:  
Materials to repair paving around war memorial: £34.90 including £5.82 Vat;  
Fixings for silhouette and village sign: £15.05 including £2.51 Vat;  
Microsoft Office 365 Annual Fee: £79.99 including £13.33 Vat;  
Computer supplies – mouse and printer cable: £43.42 including £1.08 Vat;  
Local Council Administration 11<sup>th</sup> Edition: £108.79 including 80p Vat;  
Expenses £43.68 (mileage £26.55, stamps £10.98, printing £6, 101 call 15p);

(vii) Sheena Boyce £544.00

Additional hours employed during the period August 2018 – November 2018, paid by reference to standard hourly rate SCP 25.

- (203) Council noted that the following amounts had been received into the Parish Council bank account since the September meeting:
- (i) £8,074 second instalment of 2018/19 precept (£6643), concurrent grant (£1033) and council tax support grant (£398);
  - (ii) £26.25 donation from The Pheasant;
  - (iii) £25.00 donation raised through the sale of walk booklets.
- (204) Council noted that Cllr Pryor had verified the bank balances 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 10<sup>th</sup> September 2018.

## 10. Formalities

### Surrey Police

- (205) The Mole Valley Neighbourhood Police Team had advised four **reported crimes** in Buckland since 10<sup>th</sup> September – one incidence of assault when a fire extinguisher was fired at a man in the petrol station and three thefts (a gas meter, a parcel from a doorstep and a purse from a garden centre). A further nine incidents occurred; four police stops, one false activation of an alarm, one instance of highway disruption, one instance of vehicle nuisance, and one report each of suspicious circumstances and concern for safety.
- (206) Council noted that
- (i) Surrey Police had received reports of **dangerous driving** in Lawrence Lane; and
  - (ii) several residents had recently expressed concern about two vehicles seen driving “too fast” in Old Road (believed to be a Porsche and a McLaren).

**Action:** Clerk to ask Betchworth and Brockham Parish Councils to encourage their residents to share any relevant information with Surrey Police.

- (207) Council, prompted by a Betchworth Parish Council initiative seeking to discourage the positioning of signs on public land, reviewed its current policy. C.Cllr Clack reminded Council that no-one should be positioning signs within highways verges. Council **resolved** to update its policy and the guidance offered to the community to emphasise this point. **Action:** Clerk to update the drafting of the policy document and issue an update to the local churchwardens.

### SCC Mole Valley Local Committee Meetings

- (208) Council noted that
- (i) SCC had recently circulated an update to promote the role of Local Committees and to encourage local residents to recognise the Local Meetings provide an important “forum for engagement between members and residents”.
  - (ii) The update had explained that each District has a SCC Local Committee made up of “an equal number of county councillors and district councillors” with “responsibility for specific areas such as youth services, highways and libraries”.

- (209) Council had since contacted SCC and MVDC to ask for the meetings to be made available as a webcast to make it easier for residents to engage with and better understand the role of the Local Committees.
- (210) Council noted that whilst MVDC Democratic Services had agreed to fund the cost of webcasting future meetings of the SCC Mole Valley Local Committee, the offer requires SCC to provide an operator for the webcast. C.Cllr Clack expressed her hope that a compromise will be possible. Council accepted C.Cllr Clack's offer to follow up with her colleagues. **Action:** Clerk to liaise with C.Cllr Clack.
- (211) Council noted that **MVDC** had consulted on a new **draft strategy** and explained that responses would help MVDC determine its priorities for the coming years and help set the Council's budget. A link to the consultation had been included in a parish update.
- (212) Council noted that SCC, having cited a need to save a further £85m this year had launched consultations to provide residents an opportunity to comment on **SCC proposals to reduce services** impacting:
- (i) Family Resilience: Children's Centres;
  - (ii) Concessionary bus travel;
  - (iii) Special Educational Needs and Disabilities;
  - (iv) Libraries and Cultural Services; and
  - (v) Community Recycling Centres (CRCs).
- A link to the consultations had been included in a parish update and published on the village website. **Actions:** All Cllrs to complete the surveys and provide feedback to the Clerk re points to be incorporated into Parish Council responses. Clerk to submit responses provided enough feedback is received from Cllrs.
- (213) Council noted that **updates** issued by **MVDC**, **SCC**, **NALC**, **SALC** (including a list of SALC sponsored training courses for 2019 and details of the 2018 **Drive Safe Stay Alive Campaign**), and the **Surrey Hills Society** had been circulated to Cllrs and key information published within Parish Updates.

## 11. Forthcoming Meetings

- (214) The **Parish Council** confirmed the next full Council Meeting will be held on Monday 14<sup>th</sup> January 2019 and subsequent meetings are scheduled to be held on 11<sup>th</sup> March, 13<sup>th</sup> May, 8<sup>th</sup> July, 9<sup>th</sup> September and 11<sup>th</sup> November 2019.
- (215) The 2019 **Annual Parish Meeting** will be held at 7.30pm on Monday 25<sup>th</sup> March 2019 in the Reading Room, Old Road, Buckland.
- (216) Cllr Pryor will attend the **River Mole Annual Event** on Wednesday 14<sup>th</sup> November 2018 at Unum, Dorking.
- (217) Cllr Jones will attend the **Surrey ALC AGM and Autumn Conference** on Thursday 15<sup>th</sup> November 2018 at Dorking Halls.
- (218) Cllr Cox will attend the **GACC AGM** on Friday 23<sup>rd</sup> November 2018 at Copthorne and a **Gatwick Airport Masterplan Consultation Event** on Saturday 24<sup>th</sup> November 2018 in Horley.
- (219) Cllr Pryor will attend a meeting of the **Rural Crime Engagement Panel** at 7.30pm on 16<sup>th</sup> January 2019 at MVDC Pippbrook offices.
- (220) Reigate Area Conservation Volunteers will lead a **village pond clearance** on Sunday 8<sup>th</sup> September 2019.

There being no other business the meeting closed at 10pm.

**Sheena Boyce, Clerk**

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