

BUCKLAND PARISH COUNCIL

Minutes of a meeting held at 8pm in the Reading Room on Monday 11th July 2022.

Present:

Cllrs Bourke, Cox, Husband (Chair) and Jones.

In attendance

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

1. Apologies for Absence

(66) Council noted apologies had been received from Cllrs Horden, Pryor, and Steed.

2. Declarations of Interest

(67) None.

3. Requests for Dispensations

(68) None.

4. Minutes

(69) Council **resolved** to approve the Minutes of the Annual Meeting held on 9th May 2022. The minutes were duly signed by the Chair as a correct record.

5. Planning and Licensing

Planning Applications

(70) Council noted the following planning updates:

- (i) MO/2022/0751: Erection of a single storey rear/front extension, side roof dormer extension following demolition of conservatory and garden store at 8 Tranquil Dale, Buckland, RH3 7EE. Council had not submitted any comment.
- (ii) MO/2022/0070: Revised application for the erection of a single storey side extension, erection of a new porch extension, covered glass veranda following demolition of a single storey lean-to at Dungates Farm, Dungates Lane, Buckland, RH3 7BD. Council had asked MVDC and the applicant to explore options for minimising light pollution from the fully glazed northern elevation and roof of the “dining room” and the applicant had responded by amending the proposals to detail a copper roof for the terrace; and
- (iii) MO/2022/0071: Revised Application for Listed Building Consent for the erection of a single storey side extension, erection of a new porch extension, covered glass veranda following demolition of a single storey lean-to at Dungates Farm, Dungates Lane, Buckland, RH3 7BD. Council had not submitted any further comment.

Planning Notifications

(71) Council noted the following Local Planning Authority planning notifications:

- (i) MO/2022/0070: Revised application for the erection of a single storey side extension, erection of a new porch extension, covered glass veranda following demolition of a single storey lean-to at Dungates Farm, Dungates Lane, Buckland, RH3 7BD. Approved with conditions.
- (ii) MO/2022/0071: Revised Application for Listed Building Consent for the erection of a single storey side extension, erection of a new porch extension, covered glass veranda following demolition of a single storey lean-to at Dungates Farm, Dungates Lane, Buckland, RH3 7BD. Approved with conditions.
- (iii) MO/2022/0363: Discharge of condition 4 of approved planning permission MO/2021/2129 for conversion of existing garage to habitable accommodation and creation of new parking area on adjacent land at Middle Tower, Buckland Court Stables, Reigate Road, Buckland. Condition discharged.
- (iv) MO/2022/0751: Erection of a single storey rear/front extension, side roof dormer extension following demolition of conservatory and garden store at 8 Tranquil Dale, Buckland, RH3 7EE. Approved with conditions.

- (v) MO/2022/0790: Remove 3 Ash trees and reduce one Lime tree by 2 metres all round at The Towered Barn, Rectory Lane, Buckland, RH3 7BH. No objection.
 - (vi) MO/2022/0942: Prior notification (agricultural) for the raising of land levels by means of deposit of approximately 3,000 loads of soil on land to the west of Lawrence Lane, Buckland, RH4 7BE. Planning permission not required.
- (72) Council considered application MO/2022/1107: Erection of new dwelling by utilising and extending existing double garage and store and demolishing existing barn, garage, and out-buildings on Land adjacent to Yew Tree Cottage, Reigate Road, Buckland, RH3 7BG. Council **resolved** to write to MVDC to express reservations about the proposal and to ask MVDC to adhere to its adopted planning policies, without deviation, when considering this application.
- (73) Council noted:
- (i) Betchworth Parish Council had forwarded a pre-application notification of a proposed base station upgrade at Betchworth Water Tower, off Boxhill Road, Boxhill, KT20 7PU; and
 - (ii) the upgrade will involve the installation of additional equipment on the existing mast to improve mobile coverage and does not involve any proposal to increase its height.

No action required.

6. Highways, Trains, and Airports

Highways

- (74) Council noted Cllr Steed had obtained up to date accident statistics for the parish, and, having reviewed the information contained in the reports, had not identified any follow up actions to recommend to Council. Council **resolved** to accept Cllr Steed's conclusion.

M25 night-time closures

- (75) Council noted that during recent National Highways work between M25 J8 and M25 J9 that National Highways and SCC Highways had:
- (i) Signed a diversion route for all non-HGV traffic and HGV with a height not exceeding 4.6m via A243, A3, A240, A24, A240, A217 ;
 - (ii) Directed HGVs with a height exceeding 4.6m via A217, A25, A24 to avoid the low bridge at Tolworth; and
 - (iii) Installed vehicle activated speed signs on both the eastbound and westbound carriageways of the A25 Reigate Road in Buckland, positioned by reference to the addresses of residents who have consistently contacted SCC to express concern about their sleep being disturbed by diverted traffic during night-time closures on the M25.
- (76) Council noted:
- (i) a parish update had alerted residents to the work and asked any resident who experienced disturbed sleep to contact SCC Highways and SCC Cllr Clack;
 - (ii) SCC Cllr Clack had relayed Council's request to SCC Highway officers:
 - (a) for details of the monitoring being undertaken and date being collected;
 - (b) to ask for data and conclusions to be shared with Council;
 - (c) to ask officers to agree to speak with Cllr Steed; and
 - (d) to understand how the two diversions would be signposted.
 - (iii) SCC Cllr Clack had since advised she had forwarded letters from several residents to SCC Highways Officers for a response and asked officers to establish a dialogue with Cllr Steed.
- (77) Council, having not had sight of any response to the queries submitted on 19th June 2022 **resolved** to ask SCC Cllr Clack to follow up with SCC Highway Officers. **Action:** Clerk.

Local Walking and Cycling Infrastructure Plan (LWCIP) for Mole Valley

- (78) Council received an update from Cllr Bourke, following his attendance at a virtual community engagement session, convened by SCC and MVDC, who have engaged WS Atkins to help prepare a Mole Valley LWCIP.
- (79) Cllr Bourke outlined the process and explained that at this early stage the work is focusing on identifying potential hubs and travel corridors for future investment in readiness for bids to be submitted to access money allocated to LWCIP proposals.
- (80) Cllr Bourke advised he had challenged an assumption reflected in the draft papers put forward for discussion that had suggested Buckland would not see any investment for at least a decade; an assumption that would leave the Dorking – Reigate corridor for a future generation.
- (81) Council **resolved** to record its thanks to Cllr Bourke for attending the first session on 4th July 2022 and for agreeing to attend the follow up session that has since been announced for 28th July 2022.

Rectory Lane Level Crossing Barrier Upgrade

- (82) Council noted:
- (i) Network Rail’s project team had advised Council, in advance of the work being undertaken that neither the sound of the siren nor its volume were being changed as part of the upgrade;
 - (ii) a resident living close to the recently upgraded barriers had advised the Yodel warning sirens are no longer stopping once the barriers are down which can mean they emit noise for several minutes;
 - (iii) the resident and several walkers had queried whether the volume of the Yodel siren had increased; and
 - (iv) Network Rail’s level crossing manager had advised the change had been made to reduce the likelihood of pedestrians walking around the barriers before they are lifted in the mistaken belief only one train will ever pass through.
- (83) Council **resolved** to
- (i) record its view that if a pedestrian is minded to walk around the barrier the siren continuing to sound is unlikely to deter them from continuing to do so; and
 - (ii) if residents formally approach Network Rail to extend Council’s support to their request for use of the siren to return to its pre-upgrade pattern.

Network Rail – Risk of Grounding

- (84) Council noted its disappointment that SCC Highways had approved the installation of a 900mm advisory “risk of grounding” sign, located 750m from the level crossing in the centre of the Conservation Area and on the edge of the registered village green .
- (85) Council expressed concern that if the intention of the sign is to deter drivers from proceeding that this is not an appropriate location to be either reversing a long vehicle onto the A25 Reigate Road or attempting to turn a vehicle.
- (86) Council **resolved** to ask SCC Cllr Clack:
- (i) to clarify with SCC Highways officers whether there is a mandatory requirement for this sign;
 - (ii) to arrange for the removal of the sign from its current position; and
 - (iii) if there is a legal requirement to warn drivers not to enter Rectory Lane to require Network Rail to fund the installation of appropriately sized signs to be installed on existing poles positioned east and west of the junction.

Airports

- (87) Council **resolved** to express its support for a GACC Position Statement on the Noise Envelope being proposed by GAL, as part of its expansion plans; a statement Council noted had been endorsed by several local campaign groups.

- (88) Council noted Cllr Pryor had attended the GACC AGM on Monday 16th May 2022 at which GACC had explained
- (i) GACC will be focusing on gaining a full understanding of the implications of a new concept of noise envelopes which are expected to facilitate growth around airports;
 - (ii) Gatwick Airport Limited (“GAL”) is planning to launch a consultation with a scope intended to satisfy the terms of the consent order they are relying on to grow the airport;
 - (iii) night flights at Gatwick are expected to build back to their pre-pandemic levels this year; and
 - (iv) the Government’s Jet Zero policy by 2050 is seen as aspirational.
- (89) Council **resolved** to express its support for a GACC Position Statement on the Noise Envelope being proposed by GAL, as part of its expansion plans; a statement Council noted had been endorsed by several local campaign groups.
- (90) Council received an update from Cllr Cox on the current GAL consultation, a supplementary consultation launched as GAL progresses with its Development Consent Order Process to bring its emergency runway into routine use as a second runway. Council noted GACC had commissioned technical advisers and plans to issue a briefing paper. **Action:** Clerk to circulate GACC briefing. Council **resolved** to accept Cllr Cox’s offer to prepare a draft response for submission prior to the 27th July deadline. **Action:** Cllr Cox.

7. Amenities and Events

- (91) Council noted that as Burley’s parent company IDVerde had not yet agreed to Burleys providing pricing for one off jobs to be undertaken beyond October 2022 that the Clerk is evaluating the use of alternate contractors.

Village website

- (92) Council reviewed an unsolicited suggestion from the village website host and design company to consider providing financial support to facilitate a website refresh, a proposal which was supported by the volunteer village webmaster.
- (93) Council noted:
- (i) recently circulated statistics for the website had shown the site is attracting c.1600 unique visitors per month;
 - (ii) the refresh will not only ensure the website works on mobile devices and tablets as well as desk and laptop computers but will also include additional features now available in wordpress to support website accessibility.
- (94) Council **resolved** to:
- (i) allocate the budget for discretionary amenity improvements to the village website to enable the refresh to proceed; and
 - (ii) authorise the Clerk, upon production of a request from the village webmaster to arrange payment of £985.20 to enable the webmaster to settle an invoice for the refresh.
- Action:** Clerk to liaise with webmaster and website host to support delivery of the website refresh.
- (95) Council noted:
- (i) the 2022 Annual Parish Meeting, held on Monday 25th May 2022 in the Reading Room had been attended by 25 parishioners and two members of the public;
 - (ii) draft minutes had since been displayed on the main noticeboard and published on the village website;
 - (iii) the slides presented by each of the speakers are available to download from the village website.

(96) Council noted:

- (i) the dates for each of the Reigate Area Conservation Volunteers led pond clearance events, with all three events to commence at 10am, on Wednesday 10th August, Sunday 21st August and Sunday 18th September 2022;
- (ii) details of the events had been published in the July parish magazine;
- (iii) thanks to the Daley family for designing a poster being used to promote the events via the email group, WhatsApp group and noticeboards.

8. Consultations

(97) Cllr Bourke provided Council with an update following his attendance at a MVDC virtual briefing on the UK Prosperity Fund. Council noted:

- (i) MVDC will receive a modest sum from the fund established to support delivery of the UK Government Levelling Up Agenda
- (ii) funding will be received in over three years;
- (iii) the initial sum will be c.£50,000 with higher amounts to follow;
- (iv) MVDC will be establishing a panel to approve spending.

No action required.

(98) Council noted Cllr Bourke will attend a briefing from SCC Leader Tim Oliver on County Deals at MVDC Pippbrook on Wednesday 13th July 2022.

9. Formalities

Code of Conduct

(99) Council noted:

- (i) the Clerk had re-circulated information relating to the Local Government Association (LGA) Code of Conduct recently adopted by MVDC;
- (ii) Cllr Jones, as one of two parish council representatives serving as an advisory member of MVDC Standards Committee had already become familiar with the LGA Code of Conduct;
- (iii) Cllr Pryor had attended the virtual training and Cllr Horden had attended the in-person training offered by the MVDC Monitoring Officer; and
- (iv) the Clerk had forwarded a copy of the slides used at the training session to Cllrs Bourke, Cox, Husband, and Steed;
- (v) each Councillor will need to complete the new members interest form and lodge a copy with the MVDC Monitoring Officer; ideally as soon as possible following the adoption of the new code and, to avoid a breach of the code, no later than 28 days after the date of adoption; and
- (vi) the Arrangements for dealing with Standards Allegations under the Localism Act 2011, most recently adopted on 9th May 2022 are not impacted by realigning the Code of Conduct to reflect the LGA Code of Conduct.

Council **resolved** to adopt the LGA Code of Conduct with immediate effect. **Actions:** All Cllrs to complete and submit a Member Interest Form. Clerk to update website.

(100) Council noted the crime report provided by Surrey Police had advised four incidents recorded in Buckland since 9th May 2022 : two concerns for safety, one traffic incident, and one unpaid taxi fare.

(101) Council noted that updates issued by the NALC, Surrey ALC, SCC, MVDC, Surrey Hills Society, GACC, Gatwick Airport and Gallagher Insurance had been circulated to Cllrs and key information published within Parish Updates.

10. Finance and Risk Management

(102) Council noted PKF Littlejohn LLP, Council's external auditor had acknowledged timely receipt of the 2021/22 Exemption Certificate.

(103) Council **resolved** to adopt the 2021/22 CIL report. **Action:** Clerk to submit report to MVDC.

- (104) Council noted financial schedules circulated in advance of the meeting had included a year-to-date cash book and analysis versus budget and bank reconciliation.
- (105) Council noted Cllr Jones had verified the bank balances entered on the Q1 bank reconciliation against the bank statements and having reviewed the cashbook against the bank reconciliation, signed the cashbook to confirm no anomalies had arisen during the period since 1st April 2022.

Account Payments and Receipts

- (106) Council **resolved** to ratify a grant payment of £228.00, to allow the volunteer webmaster to instruct Design Lynx to make programming changes to the village website to replace add-ins following the demise of the software supplier.
- (107) Council noted a payment for £480.00 to D G Trees, had been issued in accordance with minute 2021/22:278 and 2021/22:171.
- (108) Council **resolved** to approve the following payments:
- (i) G Burley & Sons Ltd £521.82 including £86.97 Vat, Grass cutting during May (3) and June (2);
 - (ii) HMRC £82.43, PAYE liability re: June salary;
 - (iii) HMRC £82.63, PAYE liability re: July salary.
- (109) Council noted that £87.50 donations, generated through the sale of walk booklets, had been received into the Parish Council bank account since 9th May 2022.

11. Forthcoming Meetings

- (110) The Parish Council will next meet on Monday 12th September 2022.
- (111) Parish Council meetings are subsequently scheduled to be held on the following dates:
- 2022: 14th November;
 - 2023: 9th January, 13th March, 22nd May, 10th July, 11th September, 13th November;
 - 2024: 8th January, 11th March.
- (112) Cllr Bourke will attend a briefing on Country Deals at MVDC Pippbrook on Wednesday 13th July 2022.
- (113) Cllr Bourke will attend a virtual stage 2 engagement session pursuant to the development of a LWCIP for Mole Valley on Monday 28th July 2022 s briefing on Country Deals at MVDC Pippbrook on Thursday 28th July 2022.

There being no other business the meeting closed at 9.25p.m.

Sheena Boyce, Clerk

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