

CAPEL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 19 JUNE 2017 AT 7.30pm IN JOHN VENUS HALL, COLDHARBOUR

PRESENT: Mr C Ball, Chairman, Mr P Garber, Mrs A Schryver, Mrs P Dale, Mr D Cox and the Clerk.

- 1. APOLOGIES FOR ABSENCE:** Mr S McLachlan, Mr Margetts, Mr Salter, Mrs Ford, District Councillor Mary Huggins and County Councillor Helyn Clack.

IN ATTENDANCE: Members of the public wanting to discuss the planning application for Auclaye Brickworks, Horsham

- 2. TO RECEIVE AND ADOPT MINUTES OF PARISH COUNCIL MEETING ON 15 MAY 2017:** The minutes were adopted and signed by the Chairman.

- 3. DECLARATIONS OF INTEREST:**
None.

- 4. CLERK'S REPORT:**

- In response to the Parish Council's letter to the trustees of Charlotte Broadwood Cottages to consider the use of a strip of land for vehicular access to the Bowls Club, the trustees have unanimously agreed this will not be permitted.
- The local newspaper, Dorking Advertiser has a regular section regarding "News from the Villages". Capel Parish is rarely represented. Newsworthy information could be forward to the paper when information is circulated to the Parish Magazines.
- Burleys are undertaking the Tree Risk Assessment and have advised that whilst work is underway, no realistic estimate will be available before the end of July.

- 5. TO RECEIVE AND ADOPT MINUTES OF PLANNING MEETING ON 5 JUNE 2017:** The minutes were read and with the alteration in the last sentence of section 8, Neighbourhood Development Plan, substituting May for November, the minutes were approved.

- 6. PLANNING APPLICATIONS:**

SCC 2017/004 and MO/2017/0953 - Auclaye Brickworks, Horsham Road, Capel. There was a misconception that this application would be discussed at this meeting. It is now proposed that this application will be discussed at the next planning meeting on 3 July. Paul Garber will consider the environmental assessment. Given the sensitivity of this application, Mr Garber has arranged to meet Mr Clive Coward on the 30 June and will then meet with Mr Normal Marshall.

MO/2017/0956 - Clockhouse Brickworks, Horsham Road, Capel, Dorking RH5 5JJ. Surrey County Council have advertised this application which is just for the demolition of a dilapidated storage building. There is no application to replace the building. The Parish Council agreed that a response will be forwarded to Surrey County Council copied to Mole Valley, indicating that a this is just an application for demolition, the Parish Council has no objection.

- 7. NEIGHBOURHOOD DEVELOPMENT PLAN.** Mr Garber told the Parish Council that that examination of the NDP had taken place on the 15 June. This had been a very positive day. The Examiner had previously identified topics that needed to be reviewed at the examination and information had been provided. The report from the Examiner will be with Mole Valley District Council by Friday 23 June. Mr Garber will check for accuracy and confirm back to the Examiner. Any changes made will be binding. It will then be for Mole Valley to decide when the NDP goes into the public domain. Housing numbers referred to in the NDP could realistically start to be addressed by next year, if the plan is adopted. The introduction of new houses could alleviate the fears that schools in the local area could be under threat of closure because of low attendance. Mole Valley will not be able to deliver on their local plan by that time and there are concerns regarding the number of houses the

District Council will build. The Examiner congratulated the Capel Parish Council on having undertaken a huge task in putting together the plan.

8. REPORTS FROM MEMBERS

Finance:

- (a) The accounts detailing receipts and payments were presented for approval and signature. Cheques were signed by two councillors:

	Net	VAT	Gross
ADMIN AND OTHER PAYMENTS			
Mrs L Bignell refund NDP meeting refreshments	£36.65		£36.65
Helpdesq – May 2017 account	£37.63	£7.53	£45.16
S Dixon (for Lindsay Quirk)	£40.00		£40.00
Helpdesq MS Office subscription	£95.40	£19.08	£114.48
Surrey Hills Society membership renewal	£25.00		£25.00
Mrs L Bignell salary (admin support)	£717.60		£717.60
Mrs J Russell salary	£1,372.80		£1,372.80
HMRC Clerk's Income Tax	£522.60		£522.60
EDF Energy	£25.50	£1.28	£26.78
Mrs J Russell refund NDP meeting refreshments	£14.53		£14.53
TR Plumbing repairs to lavatory and radiator	£76.00		£76.00
TR Plumbing Gas Safety Certificate	£65.00		£65.00
G Burley and Sons Limited	£787.67	£157.53	£945.20
Helpdesq – April 2017 account	£37.63	£7.53	£45.16
GLEAM subscription renewal	£15.00		£15.00
Jane Roberts Limited payroll services	£90.00		£90.00
MVDC Rates Burial Ground D/D	£12.96		£12.96
OPUS Energy Electricity D/D	£21.62	£1.08	£22.70
OPUS Energy Gas D/D	19.22	£0.96	£20.18
TOTAL	£4,012.81	£192.95	£4,207.80

Current Account reconciled to 19 June 2017 - £36,532.59

(b) Ward Matters for note or inclusion on a future agenda:

- (i) **Beare Green:** (a) SES Water watermain works. These works are being undertaken in Beare Green. However, the timetable originally distributed to residents is not being followed. Horsham Road is already being worked on, with temporary traffic lights in place. SES Water have organised a drop-in session so residents are able to receive correct and up-to-date information. (b) The Beare Green Pavilion has a water pipe that needs to be replaced. Mr Cox has agreed to speak to SES Water to ask if they are able to undertake this work whilst working in the vicinity. (c) A complaint has been received regarding commercial vehicles being parked in the car park adjacent to Beare Green recreation ground. Commercial vehicles are not permitted to park in here, especially not long term. The Clerk will write to the owner of the vehicles, outlining that this a private car park, principally for the use of sports club members.
- (ii) **Capel:** (a) The projector will be fitted into the loft area of the Parish Hall, without the need to install an additional loft hatch. Nic Bevan has agreed to do this work as soon as possible. (b) Giant Hogweed has been reported growing in Capel. Clay Griffin has been asked to deal with this problem. The Clerk will put a notice up on the boards, with a photograph of this weed, advising residents of the dangers and asking them to report any further growth. (c) The refurbishment of the Bowls Club pavilion was discussed further. As there is now no possibility of using the building as a place of employment, because of the lack of easy access and parking, the building will be refurbished and used as a storage facility. Two quotes to undertake this work have been received and it is now necessary to ascertain if an adequate return can be attained through rental to make the initial investment viable. Capel Cricket Club and the Horticultural Society have agreed that they would be willing to use the space. Mrs Schryver has agreed to speak to the Classic Car Club and ask if they would be interested in taking space. (d) The hedge around the Bowls Club green was discussed and it was agreed to ask Clay Griffin to provide a quote to remove one section of the hedge. This would enable Burleys to include cutting the bowls green when they cut the recreation ground.

12 CORRESPONDENCE:

(a) A letter has been received from the residents of Mr and Mrs Thompson, Melville House, Newdigate Road, Beare Green. They forwarded photographic evidence of cars being parked on the grass verge near this property. The verges belong to the Parish council. The Clerk will reply to Mr and Mrs Thompson, stating that their concerns have been noted and the Parish Council will contact those concerned should the parking continue to cause problems.

(b) Mr Margetts has informed the Parish Council about recommendations to make the school in Ockley independent. This has been suggested as the school will close due to low attendance numbers. It was agreed to pass this information to Mrs Jean Pearson, and ask for her opinion. It was agreed that Capel Parish Council would not be in a position to make any financial contribution. However, this matter should be dealt with through the emerging Ockley Neighbourhood Development Plan. Capel Parish Council would like to be kept informed of developments. The Clerk will write to the Clerk of Ockley Parish Council and ask for any further information.

Any requests for agenda items should be notified to the Clerk one week before the next meeting.

DATES OF NEXT MEETINGS:

Planning Committee: 3 July 2017 at 7.30pm in the Parish Hall, Capel.

Parish Council Meeting: 17 July 2017 at 7.30pm in the John Venus Hall, Coldharbour.

Finance Committee: 4 September 2017 at 8.00pm in the Parish Hall, Capel.