

CAPEL PARISH COUNCIL

060. MINUTES OF THE MEETING held on Monday 21st May 2012 in the Committee Room, Beare Green Village Hall.

ELECTION OF CHAIRMAN

Mrs Mandy Schryver was proposed by Mrs Pearson and Seconded by Mr McLahlan. There were no abstentions and Mrs Schryver was unanimously voted Chairman and signed her Acceptance of Office of Chairman.

ELECTION OF VICE CHAIRMAN

Mr John Dale was proposed by Mrs Schryver and Seconded by Mr McLachlan. There were no abstentions and Mr Dale was unanimously voted Vice Chairman.

APPOINTMENT OF INTERNAL AUDITOR

Having agreed to continue in the position Mr Piers Cooke was re appointed Internal Auditor.

APPOINTMENT OF COUNCIL COMMITTEES AND REPRESENTATIVES TO COMMITTEES (full list attached)

1) Finance: It was agreed that the unfilled Beare Green position on the Committee should be taken by Mr Roche, leaving membership as: Mr Salter, Mrs Pearson, Mr McLachlan, Mrs Schryver, Mr Dale and Mr Roche

2) Planning: (i) With the current representation on the Committee proving difficult to maintain it was decided that all members of the Council be on the Planning Committee to enable full representation of the three wards in planning decisions, with Mrs Pearson standing in as necessary for Mr McLachlan to report on Coldharbour applications (ii) It was agreed that the Quorum for the Planning Committee should be reduced to 3 to be in line with Standing Orders Quorum for the Full Council.

3) Appointment of Working Groups and representatives to other committees were agreed (see separate sheet)

MEETING DATES and venues for 2013 were agreed (See attached lists for Full Council, Planning and Finance Committee Meetings) The date and venue of the Annual Parish Meeting in March 2013 would need to be confirmed

061 PRESENT: Mrs Schryver (Chairman), Mr Dale, Mrs Pearson, Mr Salter, Mr McLachlan, Mr Cox, Mr Garber and Mrs Coke the Clerk.

062. APOLOGIES FOR ABSENCE: Mr Roche, Cllr Homewood

063. ALSO IN ATTENDANCE: Cllr Mir. Cllr Helyn Clack and PC Dootson were in attendance for part of the meeting.

DECLARATION OF INTEREST: Mr McLachlan declared a personal interest in the Europa Oil Appeal.

064. THE MINUTES: Minutes of the meeting on April 16th 2012 were agreed and signed as a correct record.

065. MATTERS ARISING: Ref: Mrs Anne Bott - It was agreed that Mrs Anne Bott be invited back to address the Council on Localism at some later stage.

065a POLICE MATTERS:

Latest Crime Figures covered the two months from 18.03.12 to 21.05.12.

Capel – 15 offences: 3X Assault; 4X Criminal Damage (all unconnected crimes); 2X Theft from Motor Vehicle; 4X Theft other – unconnected crimes relating to theft of heating oil, tiles, cable and lead; 2X Other offences.

Beare Green – 10 offences: 5X Assault; 2X Theft other; 1X burglary other; 2X other offence.

Coldharbour: 2X theft other; 1X other offence.

Neighbourhood Issue in Capel:

MV/12/1686: This crime has been re coded as a neighbourhood issue and relates to the area of Laundry Way, around the GP's Surgery, the Village Hall and Tennis Club. The crime is linked to youth ASB around the area with the same youths being responsible for all incidents. These range from use of offensive gestures and words to harassment of residents, criminal damage and causing a public nuisance. All incidents should be reported on 101 quoting the above reference.

MV/12/1040 The Neighbourhood issue in Willow Close, Beare Green has been resolved.

PUBLIC QUESTIONS

None

065b. MINUTES OF PLANNING COMMITTEE 30.4.'12 were received and adopted by the Council.

065c PLANNING APPLICATIONS

Applications listed below include those considered and recommended to the Council by the Planning Committee 30.04.12 and at this meeting.

Application No.: MO/2012/0132/PLAH **Date:** 10-Apr-2012

Case Officer: Mrs Megan Rowe

Ward: Beare Green

PSH/Area: Capel

Applicant: Mr A Lloyd

Location: The Willows, Horsham Road, Beare Green, Dorking, Surrey, RH5 5LF

Proposal: Erection of detached wooden garage and detached wooden car-port.

Response:

Councillors find the proposal unacceptable and feel that this should be a building structure that relates to the dwelling. It should be in a location in close proximity to the house or where it is not unsightly to the neighbours.

In the event that planning permission is refused and a new proposal submitted, it should be personal to the applicant.

Application No.: MO/2012/0411/PLAH **Date:** 02-Apr-2012

Case Officer: Mrs Megan Rowe

Ward: Beare Green, Leith Hill,
Within 20m of Beare
Green Ward, Within 20m
of Leith Hill Ward

PSH/Area: Capel

Applicant: Mrs S Bock

Location: Minnickfold Cottage, Anstie Lane, Coldharbour, Dorking, Surrey, RH5 4LP

Proposal: Retrospective application for erection of 4m length of rail and post fencing with double gate at front of property.

Response: No objection

Application No.: MO/2012/0465/ECL **Date:** 28-Mar-2012
Case Officer: Donncha Murphy
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr T Flannery, Rockbridge Estates Ltd
Location: Land adjacent to Leith House, Ockley Road, Beare Green, Dorking, Surrey, RH5 4PU
Proposal: Certificate of lawfulness for an existing development in respect of the 'summerhouse' having been completed for a period in excess of 4 years.
Response: Councillors consider there is no discernable difference between this and application MO/2012/0111 and that as previously stated, the applicant has not demonstrated that the existing building is lawful.

Application No.: MO/2012/0471/PLAH **Date:** 11-Apr-2012
Case Officer: Mrs Helen Rennie
Ward: Leith Hill **PSH/Area:** Capel
Applicant: Mr Clarke
Location: Plough Haven, Abinger Road, Coldharbour, Dorking, Surrey, RH5 6HD
Proposal: Erection of two storey side extension, single storey front extension and provision of part pitched roof to existing garage.
Response: No regard has been given to the Conservation Area. The plan is out of scale and out of keeping. There is no application for Conservation Area consent. The position taken with regard to the proposal is that planning permission should not be agreed.

Application No.: MO/2012/0530/PLAH **Date:** 13-Apr-2012
Case Officer: Mrs Megan Rowe
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Ms J Killick
Location: The Warrens, Horsham Road, Capel, Dorking, Surrey, RH5 5JH
Proposal: Erection of single storey rear extension and new pitched roof over garage.
Response: Councillors support the application

Application No.: MO/2012/0539/PLAH **Date:** 11-Apr-2012
Case Officer: Donncha Murphy
Ward: Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr A Merritt
Location: 38, Bakers Way, Capel, Dorking, Surrey, RH5 5JS
Proposal: Erection of two storey side and single storey rear extensions.
Response: Plans remain out of scale and out of proportion. There has been no change since the responses for MO/2010/0421 and MO/2010/1237 and as previously stated the proposal will exacerbate the already cramped parking facilities, compromising traffic movement particularly for service vehicles.

Application No.: MO/2012/0491/PLAH **Date:** 16-Apr-2012
Case Officer: Donncha Murphy
Ward: Leith Hill **PSH/Area:** Capel
Applicant: Mr A Smith
Location: Woodmans Cottage, Broomehall Road, Coldharbour, Dorking, Surrey, RH5 6HF
Proposal: Erection of first floor side extension above garage (renewal of extant permission MO/2010/0441).
Response: No objection

Application No.: MO/2012/0545/PLAH **Date:** 18-Apr-2012
Case Officer: Mrs H Clarke
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr & Mrs Marsh
Location: 9, Paddock Grove, Beare Green, Dorking, Surrey, RH5 4QL
Proposal: Erection of single storey rear extension.
Response: No objection

Application No.: MO/2012/0589/PLAH **Date:** 26-Apr-2012
Case Officer: Miss Jenny Rushton
Ward: Beare Green **PSH/Area:** Capel
Applicant: Mr K Hill
Location: 11, Anstiebury Close, Beare Green, Dorking, Surrey, RH5 4RE
Proposal: Erection of single storey front extension.
Response: No objection

Application No.: MO/2012/0601/PCL **Date:** 27-Apr-2012
Case Officer: Mrs H Clarke
Ward: Beare Green **PSH/Area:** Capel
Applicant: Dr R Barnes
Location: 3, Paddock Grove, Beare Green, Dorking, Surrey, RH5 4QL
Proposal: Certificate of Lawfulness for the proposed development in respect of the erection of a detached workshop building within rear garden.
Response: Councillors consider this to be inappropriate development, that it does require Planning Permission and that if submitted they would object.

Application No.: MO/2012/0610/PLAH **Date:** 27-Apr-2012
Case Officer: Miss Jenny Rushton
Ward: Beare Green, Within 20m of Capel, Leigh & Newdigate **PSH/Area:** Capel
Applicant: Mr M Waller
Location: Lime Cottage, Rugge Farm, Horsham Road, Capel, Dorking, Surrey, RH5 4PT
Proposal: Erection of rear sun room, front extension and roof alterations with the insertion of 1 No. dormer window on front elevation.
Response: No objection

Application No.: MO/2012/0615/PLA **Date:** 09-May-2012
Case Officer: Mr Aidan Gardner
Applicant: Ms L Wills, Ells Farm
Location: Ells Farm, Dorking Road, Kingsfold, Horsham, West Sussex, RH12 3SD
Proposal: Erection of agricultural barn to provide meat curing, processing, drying, butchering and preparation areas together with farm office, farm shop and machinery shed.
Response: To be submitted before Friday 1st May

Application No.: MO/2012/0616/PLA **Date:** 09-May-2012
Case Officer: Mr Aidan Gardner
Ward: Capel, Leigh & Newdigate, **PSH/Area:** Capel, Ockley, Within
Oakwood, Within 20m of 20m of Capel Parish,
Capel, Leigh & Newdigate, Within 20m of Ockley
Within 20m of Oakwood Parish
Ward
Applicant: Ms L Wills, Ells Farm
Location: Ells Farm, Dorking Road, Kingsfold, Horsham, West Sussex, RH12 3SD
Proposal: Erection of a timber one bedroom temporary agricultural workers dwelling.
Response: To be submitted before Friday 1st May

Application No.: MO/2012/0436/PLAH **Date:** 23-Mar-2012
Case Officer: Miss Jenny Rushton
Ward: Leith Hill **PSH/Area:** Capel
Applicant: Mr & Mrs Wilson
Location: Highland Cottage, Broomehall Road, Coldharbour, Dorking, Surrey, RH5 6HH
Proposal: Erection of a detached garage with two bays, home office and wood store on ground floor and storage in roof space.
Response: The Clerk to establish why the application had been re submitted with an identical number to that previously responded to for the 'erection of a detached three bay garage with home office, wood store and storage in roof space.' Respond as previously – No objection.

065d(i) UPDATE ON EUROPA OIL PLATFORM APPEAL

- 1) Mr Bircher, Corporate Head of Planning MVDC, had responded to the Council's letter regarding the MVDC decision to provide a strongly worded statement rather than a witness at the forthcoming Planning Inquiry by saying that the subject had been discussed at length with (MVDC) Councillors and the Europa Oil Action Group and by adding that as they are not a Rule 6 party to the Appeal they have no right of speaking and that MVDC had nobody of sufficient experience to stand up to cross examination. No response had been received from Cllr Salmon or CEO Darren Mepham who had both been contacted by PC Chairman Mrs Schryver .
- 2) It was agreed that a further letter be sent to Mr Bircher and copied to Laura Taylor, Strategic Director MVDC and to Darren Mepham CEO MVDC to the effect that in February 2012 MVDC had indicated to the PC that a witness would present evidence reinforcing the recommendation of MVDC to SCC that Planning Permission should be refused, the Mole Valley vote being 12-0.
- 3) Parish Councillors do not understand the reasoning for Mr Robertson or any other planning witness not appearing on the basis of lack of experience in the type of development proposed. Planning officers should be addressing in evidence material planning policies re the development in the AONB and addressing other landscape and environmental policies.
- 4) David Boswell is to prepare a statement for the PC and look at the appellant's evidence and write a rebuttal statement. There is no reason why Mr Tindall's evidence should conflict with Mr Boswell's statement and provided there are no cost implications they should meet and share information.

065d(ii) TO APPROVE THE FINANCIAL IMPLICATIONS OF THE EUROPA OIL PLATFORM APPEAL

- 1) Councillors agreed to Mr Boswell preparing a Statement in relation to highways and transport matters for the Inquiry and submitting it to PINS four weeks before the Inquiry, then preparing a further statement that responds to the appellant's submitted evidence which the PC submits to the Inquiry on the opening day. Mr Boswell would not attend the Inquiry; his fees would be £3,250 plus VAT.
- 2) The Clerk to send written acceptance of the above offer on behalf of the PC for the provision of professional services on the terms and conditions set out including the terms and conditions of contract.
- 3) The Parish Council's costs in terms of administration, colour duplication of 12 sets of evidence, and secretarial costs would be in the order of £1,000. Any remaining funds (taking the total cost of the Inquiry up to a maximum of £5,000) should be allocated to the Leith Hill Action Group.

065e UPDATE ON GODWINS SITE INCLUDING DETAILS OF CREST PUBLIC EXHIBITION

- 1) Jack Straw MVDC Planning Policy team, had responded to the PC's letter asking for clarification regarding planning policy post the April PC meeting thus: A landowner or developer is entitled to submit a planning application at any time; it is not a requirement that proposals for development such as Godwins Nursery have to wait for the preparation of a Development Plan before they can bring their proposals forward for testing against existing

policies. In this event a proposal would be determined in accordance with the Development Plan unless material considerations indicate otherwise. This could include the amount of available housing land supply. For a development to be refused planning permission on grounds of prematurity it would have to be of such a significant scale that it would prejudice the outcome of the preparation of a development plan. This is not considered to be the situation in the case of Godwins on the basis of what is likely to be the scale of development suggested as appropriate on this site. Further response is filed with these minutes.

2) Crest had notified the Council that it is carrying out a public consultation regarding a detailed application for the redevelopment of Godwins Nursery. The proposals are for a new development of family homes, including a proportion of affordable housing. There are 3 options: one with 26 to 30 units; one with 35 units and one with 26 units.

3) The Exhibition is on Friday 25th May with a one-hour session for Councillors in the afternoon followed by a two and half hour session for the public in the evening. Councillors were encouraged to attend.

4).Formal Resolution

Capel Parish Council agrees Terms and Conditions of the Freehold Heads of Terms between Mr Ralph Godwin and Capel Parish Council in relation to land fronting the former Godwins Nursery, Little Breakspear and Wren Cottage, Old Horsham Road, Beare Green, Surrey RH5 4RA. The detailed considerations are contained within the confidential agreement between the two parties.

066A. FINANCE

1) Minutes of the Finance Committee 02.05 2012 had been circulated and were adopted

a) Profit and Loss comparisons showed a deficit of £11,394 for 2011/ '12 largely due to grants of £9,100 and £1,500 towards Refurbishment of the Beare Green Village Hall and for Police 'off road' bikes respectively. The sum of £2,300 paid to Howard Cundey for consultancy on the sale of an Easement at the Godwins site will be re fundable.

b) It was brought to the Council's attention that due to the considerable financial constraints in setting the budget for 2012 /13 no allowances have been made for extraordinary items such as those in item **065d(ii)3**

2) Annual Return yr end 31.03.'12

(i) Councillors approved the signing of Section 1 Accounting Statements

(ii) Councillors approved the signing of Section 2 Annual Governance Statement.

3) Internal Audit—The six monthly internal audit took place on 13/04/2012 as per the Internal Audit Plan 2012. The Internal Auditor found that the Council's accounts represented a true and fair view of Capel Parish Council's accounts

066B NPPF CONSIDERATIONS

Once there is clarity on the referendum process the Council can discuss future plans.

066C HIGHWAYS MATTERS

(i) Cable laying through Capel will be delayed for at least two weeks with a corresponding delay in reinstatement of verges due to the ongoing emergency works in Newdigate Road.

(ii) The Clerk to write to Cllr Clack and John Lawlor, Area Team Manager South East listing Newdigate Rd, Rusper Rd and Vicarage Lane as the three roads in the parish most in need of resurfacing. The letter will also repeat the need for Gully Jetting in The Street and Vicarage Lane and for the flooded ditch in Vicarage Lane to be piped into the nearby stream.

066D WARD MATTERS

Beare Green-(i) White lines had been promised in Old Horsham Road to stop parking at the entrance to Hawksmoore Drive – Clerk to contact PCSO Booker. (ii) Project OverHaul: Some of grants being pursued. SCC has offered £16,000. It has been suggested that a Fun Day should be arranged in July to publicise Project OverHaul. The Beare Green Newsletter had been very successful and would be continued.

(iii) The Proprietor at the Dukes Head to be asked by MVDC to clear up the litter in the car park and round the Weald School entrance. The litter along the A24 footpath will be cleared when the A24 grass is cut in June.

(iv) Highways will inspect the state of the verges in Old Horsham Rd, Beare Green and assess against other priorities in the network. It is hoped that bollards will be placed on the LH verge (going north) to prevent further verge damage at the turning down to Oakdene Cottages.

Capel: Parking at Ockley Station: Nothing further to report on this.

Coldharbour(i) Concert at Dorking Halls on June 15th in aid of LHAG Inquiry funds will feature Virginia McKenna and Ron Moody.

(ii) Mr McLachlan to submit suggestions to Cllr Watson for three roads in his ward to be resurfaced.

066E PARISH MAINTENANCE

1) Bridlepath 214 – Misbrooks Green –Kear Contractors are to come back yet again to re-scarify.

2) Various tree branches have needed attention after the recent heavy rain and high winds. Clay Griffin has removed a fallen tree on the Capel Rec and will be removing fallen branches and generally tidying up two Willow trees along the above bridle path.

067 CORRESPONDENCE

Dates

Friday 25th May: Crest Exhibition Beare Green Village Hall – 3.30 to 4.30pm for Councillors. 4.30 to 7.00pm for general public.

Thursday 18th October: Dorking Rural Highways Forum, Newdigate. 10.00am till 12.00 noon

Wednesday 24th October: Parishes Forum – Betchworth evening meeting.

1. Audit Commission: Consultation on appointment of external auditor for 2012/13 and future years – re-appointment of current auditor BDO LLP to audit annual return for CPC for the next 5yrs from 2012/13 commencing 1 September 2012. If the PC is aware of any reason why the Commission should not appoint BDO we are to advise the Audit Commission.

2.Olympics 2012: Surrey Matters, - sent to all households. Please make sure of the dates of events and road closures so that you have an emergency alternative route planned.

Ticket sales for the cycle races on 28th and 29th July at Donkey Green and Dormouse Drive for the Box Hill section go on sale on 29th May at www.tickets.london2012.com

3.Police changes: Notification from Inspector Terri Poulton that Sgt Andy Rundle has been promoted to MV Neighbourhood Commander (Insp) and Inspector Poulton has moved to the Firearms Unit at Burpham

068 URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR INCLUSION ON A FUTURE AGENDA – 1. Capel Burial Ground maintenance.

069 PAYMENTS AND RECEIPTS FOR MAY 2012

(Payments were made on May 21st 2012 except where otherwise stated)

PAYMENTS

Payable to:	£	VAT
Mrs JM Coke (Clerk's salary Min.046G'09 +ess. car + mileage)	853.63	
HM Revenue & Customs (NI + PAYE mnth 2)	101.60	
Zurich Municipal (annual insurance premium)	3,787.68	
BGCA Monthly meeting May (3hrs@ £6/hr)	18.00	
Members travel exp to localism conference 20.4.12	20.20	
BT Broadband rental March 5th to June 30 th (DD)	108.72	21.74
SP Cooke to Sage yr end & Payee audit	35.00	
Viking Direct (cartridges, envelopes and paper)	258.88	51.78
Burleys (April grass cut)	730.42	146.08
Clay Griffin *(April Bowls cut + remove chestnut debris on Rec)	215.00	
Hags Play Ltd (3X .75 litres preservative for Capel playground)	115.00	23.00
JM Coke (100 x 36p stamps)	36.00	
W Attridge (Naturescapes) Burial Ground maintenance	387.00	
Total	6,667.13	242.60
	6,909.73	

RECEIPTS

6 x allotment rentals	120.00	
1 X interment	350.00	
Total	470.00	

Statement Balances (unreconciled) at May 21st 2012

Current Account	22,074.67
------------------------	-----------

Payments and Receipts were adopted as an accurate record.

070 DATE OF NEXT MEETING: THE NEXT MEETING OF THE COUNCIL IS ON MONDAY 18th JUNE 2012 AT 7.30 pm in the COMMITTEE ROOM AT BEARE GREEN VILLAGE HALL, MEREBANK. The Planning Committee will meet on Monday 11th June 2012 at 7.30pm in the Committee Room at Capel Village Hall.