

CAPEL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD ON MONDAY 17 FEBRUARY 2020 AT 7.30pm IN CAPEL PARISH HALL

PRESENT: Mr Ball, Mr McLachlan, Mrs Schryver, Mr Salter, Mr Ashwood, Mrs Ryan and the Clerk.

IN ATTENDANCE: District Councillor Mrs Mary Huggins and Mrs Michelle Watson.

- 1 **APOLOGIES FOR ABSENCE:** Mr Garber, Mrs Dale, Mr Cox, Mr Ashwood and District Councillors Mrs Lesley Bushnell and Mrs Caroline Salmon.
- 2 **TO RECEIVE AND ADOPT MINUTES OF PARISH COUNCIL MEETING ON 20 January 2020:** The minutes were approved, adopted and signed by the Chairman.
- 3 **MATTERS ARISING:** None.
- 4 **DECLARATIONS OF INTEREST:** None.
- 5 **PUBLIC QUESTIONS:** Mrs Watson mentioned the recent storms have caused destruction on the trees in Great Turners Wood. She would be raising the matter with Mole Valley to ascertain whether there was any funding available for further tree planting. Mr Ball confirmed that tree planting was on the agenda, under Item (12).
Mrs Watson also asked when the Beare Green emblem was likely to be replaced. It was confirmed that the emblem was currently undergoing repairs and being repainted and should be repositioned within the next couple of weeks.
- 6 **CLERK'S REPORT:**
Estimates for the full cost of enlarging and marking out the car park outside the Parish Hall have been received.
Wicksteeds have carried out the repairs to the new play equipment at Coldharbour. The invoice still needs to be approved.
100 copies of the 30 mph traffic calming labels for wheelie bins have been received from Newdigate Parish Council. If these labels appear to be working alerting drivers to the speed limit throughout Capel, more labels will be purchased, along with some for 40 mph.
The new grounds work contractor Surrey Sport Turf Management have officially accepted the contract for the next five years. The Cricket Club groundsman Chris Anderson will be made aware of the new arrangement.
Complaints have been received that the MUGA floods during periods heavy rain. The Clerk has asked Fred Evans to look at ways of improving the drainage around this play area.
- 7 **PRESENTATION BY KATIE BRENNAN – PROJECT MANAGER, SUPERFAST SURREY BROADBAND PROGRAMME FOR SURREY COUNTY COUNCIL:**
Katie Brennan addressed the Council, explaining that some areas of the parish are on slow broadband speeds. She explained the different ways broadband was connected to premises and the speeds that properties should expect. This programme was due to close at the end of this year but until then properties that have low broadband speeds might be eligible to apply for vouchers toward upgrading connections to full fibre. This scheme applies to properties with rural designated postcodes. Both Coldharbour and Beare Green have areas where this scheme might be applicable, and Katie agreed to look at the postcodes and advise accordingly. Mr McLachlan agreed to forward the necessary information.
The Chairman thanked Katie for addressing the Council and for providing such useful information.

- 8. ADOPTION OF INVESTMENT, TRAINING AND DEVELOPMENT, INCOME PROCEDURE AND RETENTION OF DOCUMENTS POLICIES:**
These four documents were reviewed and approved for adoption. They will be reviewed annually. The documents will all be posted on the Parish Council website.
- 9. UPDATE MEMORIAL HALL CAR PARK – EXTENSION AND LINE PAINTING:**
After discussions regarding extending the car park quotations have been obtained to (a) tidy the entrance to the car park; (b) extend the disabled parking area adjacent to the Parish hall and (c) extend the car park out toward the hedge after the removal of the copper beech and the yew. A quotation has also been received to mark out parking spaces within the car park, utilising the space to allocate two rows of bays incorporating the middle of the car park, identify designated disabled parking bays and include hatching in front of these areas. A further quotation has been received to remove the Copper Beech and the Yew. It has since been established from Mole Valley District Council that the Copper Beech not covered by a Tree Protection Order and so therefore can legally be felled. The total cost of the whole works is £17,524.00 plus VAT. The Parish Council agreed unanimously to accept all quotations and for the work to go ahead.
Mrs Schryver agreed to approach the Memorial Hall Committee and ask their permission to have parking bays marked along the front of the car park, outside the Memorial Hall.
- 10. PLAYGROUND UPDATE – COLDHARBOUR:**
The Summit Dome Climber has been installed at the Coldharbour playground but there were some issues regarding the installation. These have been rectified and it has been established that the 25-year guarantee will not be affected. The Parish Council therefore agreed that the invoice, which had been withheld from January 2020 can now be paid in full.
- 11. REQUEST BY RUSHMON HOMES – ADVERTISING ON BEARE GREEN RECREATION GROUND:**
A request has been received from Rushmon Homes, the developers of the site of the former Surrey Hills Hotel, for permission to erect advertising signs on Beare Green recreation ground adjacent to the A24 leading to Horsham Road. The Council discussed the request and it was agreed that permission should not be granted as it could be a distraction and safety hazard along an extremely busy section of road. The Clerk will advise Rushmon Homes of the Council's decision.
- 12. HIGHWAY TREE PLANTING AND VERGE ENHANCEMENT SCHEME – SURREY COUNTY COUNCIL:**
Information has been received from Surrey County Council regarding this scheme. Enquiries will be made to find out if there are dedicated nominated areas which will be considered. As there has been some storm damage to trees in Great Turners Wood in Beare Green and Silver Birches felled on Beare Green recreation ground, the Clerk will ask SCC if they are able to advise if and what trees might be available for planting in these areas. The Clerk will also ask Treeline to advise how many trees will be required to replace the ones that will be felled on the recreation ground to enable the ditch to flow freely and reduce the risk of flooding.
- 13. TO AGREE PLAYGROUND EQUIPMENT FOR BEARE GREEN:**
Further to the January 2020 meeting, searches have been made to identify a piece of play equipment which will address the requests of the local children. A Mardi Gras climber with slide from the Wicksteeds group at a total cost of £11,952.00 plus VAT has been identified and it was unanimously agreed to place the order for this equipment, with the condition that the colour of the metalwork can be changed to something more suitable to the rural area.
There were discussions regarding asking Mole Valley District Council of any possibility of contributing toward the cost of this equipment. The Clerk will make enquiries and advise the Council.
- 14. PREPARATION FOR PUBLIC MEETING 21 FEBRUARY 2020:**
The Council was advised that due to ill health Mr Garber will not be available to lead the public meeting. It was unanimously agreed to go ahead with the scheduled meeting, with developers being invited to display their plans for their sites. It was agreed that the public meeting would provide information, answer public questions and gather public opinions. It would also advise the public that the Council

was preparing to put forward a robust response to the Draft Plan with the assistance of a legal team including landscape, highways, ecology and transport specialists.

15. REPORTS FROM MEMBERS

(a) Finance: Mr Salter said that the finances were on target for the remainder of this current financial year. The accounts detailing receipts and payments for the period 20 January to 17 February 2020 were presented for approval and signature. All invoices were approved and signed by two councillors:

INCOME

Easements	£500.00
Hall Hire	£187.00
Allotments	£60.00

ADMIN AND OTHER PAYMENTS

	Net	VAT	Gross
Derek Heselwood - Repairs to Fence, Coldharbour	£234.20		£234.20
S Dixon for L Quirk	£50.69		£50.69
David Sack Groundworks Coldharbour	£450.00		£450.00
J Russell reimbursement - EasyPrint	£58.00	£11.60	£69.60
J Russell reimbursement - Battery for allotment mower	£162.50	£32.38	£195.00
Wicksteed – Coldharbour Dome Climber	£4,895.50	£979.10	£5,874.60
Helpdesq	£13.80	£2.76	£16.56
Derek Haselwood – Coldharbour Cricket Club repairs	£1,000.00		£1,000.00
J Russell – reimbursement – Postage and miscellaneous	£19.98		£19.98
Surrey Playing Fields Affiliation	£10.00		£10.00
Helpdesq - Laser Light Pointer Pen	£10.00	£2.00	£12.00
Treeline – Beare Green Recreation Ground	£1,860.00	£372.00	£2,232.00
Playdale Coldharbour Playground repairs	£3,095.90	£619.18	£3,715.08
Fred Evans	£985.00		£985.00
HMRC	£519.00		£519.00
Mrs L Bignell – February Salary	263.52		£263.52
Mrs J Russell – February Salary and mileage	£1,937.62		£1,937.62
OPUS Energy Gas D/D	£117.87	£5.89	£123.76
OPUS Energy Electricity D/D	£44.80	£2.24	£47.08
Totals	£10,832.90	£1,048.15	£11,881.05

Bank reconciliation at 31 January 2020 - £57,924.42

Current Account reconciled 17 February 2020 - £58,701.42

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

- (i) **Beare Green:** (a) The damaged barrier adjacent to the A24 by the Beare Green roundabout is still in need of repair. This barrier is essential to keep pedestrians safe when walking along the path. The Clerk will speak to Surrey County Council again and ask for the repair to be carried out.
- (ii) **Capel:** (a) Mrs Schryver said that during the weekend there had been considerable problems with flooding in the village. Part of the burial ground was under water, and the storm drains outside Nunns Field, The Street were not able to cope with the volume of water. The ditches were overflowing and the potholes in the road were filled with water, making driving hazardous. The Clerk will contact the Environment Agency and Surrey County Councillor Helyn Clack and ask for some investigative work to be carried out in order to alleviate the problem in the future. (b) Mrs Schryver mentioned the travellers who were meeting along the A24/A29 over the weekends. Their behaviour has been reported as aggressive and intimidating and they were blocking the carriageways. The Police have been advised of this problem.

(iii) **Coldharbour:** (a) Mr McLachlan mentioned the vandalism that had recently taken place on the Cricket Club grounds. He mentioned that there was pressure to close the by-ways at night in an attempt to alleviate the antisocial practice.

16 **CORRESPONDENCE:** The Council had received notification regarding the closure of the pay phones which are in Capel and Beare Green. The pay phone located at the junction of Horsham Road and the A24 has been recommended for removal as no calls have been made from this telephone for over a year.

17 **Requests for agenda items should be notified to the Clerk one week before the next meeting.**

DATES OF NEXT MEETINGS:

Planning Committee: Monday 02 March 2020 at 7:30pm

Full Council Meeting: Monday 16 March 2020 at 7:30pm

ANNUAL PARISH MEETING: Wednesday 18 March 2020 at 7:30pm

Finance Meeting: Monday 11 May 2020 at 7:30pm

These meetings will all be in Capel Parish Hall.

DRAFT