

CAPEL PARISH COUNCIL

MINUTES OF FULL PARISH COUNCIL MEETING HELD REMOTELY ON MONDAY 20 JULY 2020 AT 7.30pm

PRESENT: Mr Ball, Mrs Schryver, Mrs Dale, Mr Salter, Mr Cox, Mr Ashwood and the Clerk.

IN ATTENDANCE: District Councillor Mrs Salmon.

1. **APOLOGIES FOR ABSENCE:** Mr Garber, Mr McLachlan and Mrs Ryan. County Councillor Mrs Clack, and District Councillors Mrs Huggins and Mrs Bushnell.
2. **TO RECEIVE AND ADOPT MINUTES OF ANNUAL PARISH COUNCIL MEETING HELD REMOTELY ON 15 JUNE 2020:** The minutes were regarded as a true record of the meeting. All Councillors voted in favour accepting the records and the minutes will be signed at the next fully converged meeting.
3. **TO RECEIVE AND ADOPT MINUTES OF THE PLANNING MEETING HELD REMOTELY ON 06 JULY 2020:** The minutes were regarded as a true record of the meeting. All Councillors voted in favour accepting the records and the minutes will be signed at the next fully converged meeting.
Discussion was held on Planning Application MO/2020/0820. This application relates to land adjacent to Lavender Cottage, Ockley Road, Beare Green and is for the erection of a detached three-bedroom dwelling following the demolition of an existing workshop/outbuildings. The Council had recommended this application for approval, but Mole Valley have since rejected the plan. Surrey County Council Highways suggested that the location of the proposed dwelling was not sustainable on safety grounds. The Parish Council has since been made aware that a previous building was erected on this site unlawfully.
4. **MATTERS ARISING:**
The Council discussed the matter of missing deadlines for submitting planning application recommendations to Mole Valley. The Clerk agreed that in future, when any applications for any of the three wards was registered, information regarding the end of publication date would be highlighted and if necessary, applications brought to the next full Council meetings for discussion.
5. **DECLARATIONS OF INTEREST:**
None.
6. **PUBLIC QUESTIONS:**
None.
7. **CLERK'S REPORT:**
 - i. The Police have confirmed that the red car, which has been parked in Beare Green car park for several weeks has current Tax and MOT. A notice has been put on the windscreen asking the owner to move the vehicle. If it is not moved before the end of this week, Mole Valley Enforcement Team.
 - ii. Work on the all-weather footpath around Capel recreation ground began on Monday 13 July. Some residents have complained that the small amount of spoil will be left on either side of the path could be a hazard. Kear's have been asked to provide a price to have the spoil from the section adjacent to houses in Vicarage Lane removed. A price has also been sought to slightly extend the path to meet up with the entrance at the bottom of the recreation ground.
 - iii. Treeline have been asked to cut back trees overhanging the path leading from Vicarage Lane onto the recreation ground. There is a danger that the branches could cause a problem with overhead cables.
 - iv. Wellers are continuing to work on behalf of the Council in trying to establish an agreement regarding the illegal hardstanding on parish land at Temple Lane. Barriers remain in place.

- v. Fly tipping has been reported on the area adjacent to The Weald school. A report has been made to Mole Valley.

8. TO DISCUSS REPAYING A PERCENTAGE OF THE PARISH HALL LOAN.

The Councillors were reminded that the loan was taken out to cover the expense of refurbishing the Youth Centre for a period of 20 years. The loan commenced in November 2015 for a total amount of £81,000. To date the amount outstanding is £68,435.36. There are no penalties for early repayments. However, it is only the term that will be reduced not the monthly payments.

The Chairman confirmed that the Draft Mole Valley Local Plan has been further delayed, therefore it could be next year before the Council might need to seek further legal and professional advice again and incurs further costs.

The decision to repay was agreed in principle but this item will be put on the agenda for the August meeting for a decision on the amount of repayment.

9. TO REVIEW CAPITAL PROJECTS.

The updated list had been circulated to all Councillors and the following projects were discussed:

The bat boxes still need to be erected. The Clerk will arrange for this to be done with Mrs Ryan's assistance.

Treeline is meeting with Mr Cox to discuss the works that need to be carried out before new trees can be planted.

It was suggested that the new trees should be ordered ready for Autumn planting. Mrs Schryver has agreed to oversee the new planting.

Work on the path around the Capel recreation ground has begun but unfortunately several queries need to be addressed regarding the work:

- The intended route of the path will impact on the junior cricket boundary.
- The path needs to be extended to connect with the two entrances onto the recreation ground from Vicarage Lane, but an extra cost will be incurred.
- The irrigation pipe leading to the cricket square has been fractured.
- There is concern that the spoil on either side of the newly dug path will not be levelled when finished.
- There is concern that the path was not being dug deeply enough

*Mrs Schryver and the Clerk have met with Bill Kear and the following was agreed:

The path has been moved back as far as possible without causing damage to existing trees.

The path will connect to the two entrances from Vicarage Lane.

The fractured irrigation pipe will be repaired by Bill Kear.

Assurance was given that the path will be level on both sides, and any excess spoil will be moved to the Bowls Green to reduce the sloped to allow uninterrupted grass cutting in the future.

The path is being dug to the required depth as this is for pedestrian use only.

As the path will not extend in front of the Sports pavilion, the extension to the two entrances onto the recreation ground via Vicarage Lane have been included at no extra cost to the Council.

10. TO DISCUSS INSTALLATION OF ELECTRIC CAR CHARGING POINTS

The Councillors debated the possible installation of these charging points and agreed that they would need to be quick charge points because of the possible locations identified for installation. Councillor Salmon said that a charge point in Beare Green car park would not be acceptable as it would take away a necessary parking space.

All Councillors agreed that it was a good idea but not feasible at the present time.

11. TESTING PARISH BUILDINGS FOR LEGIONELLA

Discussion was held regarding the reopening of parish buildings after lockdown and the necessity of testing for legionella before this happens. It was agreed that as the water into the Parish Hall was from the mains, testing would not be necessary. However, Beare Green Pavilion does have a water storage tank and so a risk assessment will be carried out to ensure the water is virus free.

12. GUIDANCE ON FUTURE PARISH COUNCIL MEETINGS

The Council has received guidance on future Council meetings and the Chairman asked Councillors for their opinions on returning to normal meeting practices. It was agreed that remote meetings were useful during lockdown but was there the opportunity to discuss items enough. It was agreed that the August meetings would continue to use the remote platform but baring any further advice, normal meetings should resume in September.

13. REPORTS FROM MEMBERS

(a) Finance:

- (i) The accounts detailing receipt and payments for the period 16 June to 20 July 2020 had been circulated for approval. All councillors approved payment of the invoices. A VAT refund for the three months of this year has been claimed and the monthly easements payments have resumed.

INCOME

VAT Refund	£11,924.40
Easement	£500.00
Total	£12,424.40

	Net	VAT	Gross
ADMIN AND OTHER PAYMENTS			
Wellers – Legal Fees – Temple Lane	£442.00	£88.40	£530.40
HMRC – clerks Income Tax	£531.80		£531.80
Mrs L Bignell – July salary	£267.60		£267.60
Mrs J Russell – July salary	£1,950.10		£1,950.10
PKF Littlejohn – External Auditor	£400.00	£80.00	£480.00
PJM – fitting water fountain, overhead light & bike rack	£1,622.66	£324.53	£1,947.19
Helpdesq	£139.68	£27.94	£167.62
Helpdesq – domain name	£16.50	£3.30	£19.80
Coldharbour Sports and Social Club	£1,000.00		£1,000.00
PJM – supply & fit safety netting Coldharbour	£1,870.86	£374.17	£2,245.03
BT	£20.50	£4.10	£24.60
J Russell – reimbursement postage and batteries	£52.91		£52.91
David Guy – balance for painting Children’s Playground	£1,475.79		£1,475.79
Landmark Chambers – Professional Fees Coldharbour	£500.00	£100.00	£600.00
Fred Evans	£455.00		£455.00
J Russell – reimbursement – bike rack	£54.60	£10.92	£65.52
Shaw and Sons – Receipt and Payment book	£65.00	£13.00	£78.00
Viking Stationery	£196.38	£26.28	£222.66
J Russell – reimbursement – Zoom monthly payment	£14.39		£14.39
Community Heartbeat	£292.37	£58.47	£350.84
S Dixon for L Quirk	£45.00		£45.00
Treeline	£320.00	£64.00	£384.00
J Russell – reimbursement – playground paint & spares	£275.00		£275.00
Clay Griffin – Groundworks	£1,525.00		£1,525.00
Bill Kear – Commencement invoice for footpath	£8,898.75	£1,779.75	£10,678.50
Maltaward Barriers	£66.43	£13.19	£79.72
OPUS Energy Gas (DD)	£7.43	£0.37	£7.80
OPUS Energy Electricity (DD)	£33.23	£1.66	£34.89
Total	£22,538.33	£2,970.02	£25,508.35

14. Ward Matters for note or inclusion on a future agenda:

- (i) **Beare Green:** (i) Mr Cox mentioned a footpath sign has fallen near The Weald School. This will be reported to Surrey County Council. (ii) There is a tree on Beare Green Recreation ground that needs to be felled. This will be discussed with Treeline. (iii) Mr Cox asked if there were any by-laws applying to the use of remote-controlled cars on public spaces. The Clerk will investigate. (iv) Mr Cox confirmed that he has carried out repairs to one of the veranda posts

outside Beare Green pavilion. (v) Mr Cox asked if the Council would grant permission for the residents of the Cottages to install a memorial bench for one of the long-term residents who had recently died. All Councillors agreed.

- (ii) **Capel:** Mrs Schryver mentioned the vegetation outside Hurst in Vicarage Lane is very overgrown. Clay Griffin will be asked to cut it back. (ii) Mrs Schryver said that the Capel Horticultural Society would like to plant crocus bulbs along Bennetts Green. She wondered if the Council would be willing to pay for the purchase of the bulbs. This was agreed and it was also agreed to pay for a further 1000 crocus bulbs for Beare Green. (iii) Mrs Schryver mentioned to littering at the bottom of Capel Recreation Ground. Councillor Salmon agreed to speak to Mole Valley and ask for some anti-littering signs. (iv) Mr Ball said he had received positive comments regarding the new grass cutting contractor. (v) Mr Ashwood said that he would be willing to undertake any online training that was appropriate for new Councillors.

15. CORRESPONDENCE: None

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

DATES OF NEXT MEETINGS:

Planning Committee: Monday 3 August 2020
Full Council Meeting: Monday 17 August 2020
Finance Committee: Monday 14 September 2020

Meetings will be held remotely starting at 7:30 pm. From September all meetings will resume in the Parish Hall unless government advise changes.