

## CAPEL PARISH COUNCIL

### MINUTES OF THE FULL PARISH COUNCIL MEETING HELD REMOTELY ON MONDAY 19 APRIL 2021 AT 7.30pm

**PRESENT:** Mr Ball (Chairman), Mr McLachlan, Mrs Dale, Mrs Schryver, Mr Garber, Mr Salter, Mr Cox, Mr Ashwood, Mrs Ryan and the Clerk.

**IN ATTENDANCE:** PCSO Charlotte Kew, Mr Chris Ransome, Mr Howard Lowe. District Councillors Lesley Bushnell and Caroline Salmon.

**1. APOLOGIES FOR ABSENCE:** District Councillor Mary Huggins

The Chairman agreed that agenda item **(8) Crime Statistics** should be addressed first, as the attending PCSO had a further meeting to attend. The Crime Statistics, received from the Police, had been circulated to all attendees prior to the meeting, and PCSO Kew gave further information on the incidents.

Mr McLachlan mentioned the temporary closure of Wolvens Lane, Coldharbour and the fact that reporting anti-social behaviour on 101 was not effective as operatives did not have an in-depth knowledge of the byways in the area. PCSO Kew confirmed the area was being patrolled. Mr McLachlan mentioned the consultation to keep Wolvens Lane closed and asked for confirmation that the Police had responded. Although the consultation was closing on 19 April, confirmation had been given that a response from the Police would be accepted. PCSO Kew mentioned scams and information leaflets will be made available at the Parish Hall.

**2. TO RECEIVE AND ADOPT MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 15 MARCH 2021:**

The minutes were accepted as a true record of the meeting. All Councillors voted in favour accepting the records and the minutes will be signed by the Chairman when Covid restrictions are relaxed.

**3. TO RECEIVE AND ADOPT MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 06 APRIL 2021:**

The minutes were accepted as a true record of the meeting. All Councillors voted in favour accepting the records and the minutes will be signed by the Chairman when Covid restrictions are relaxed.

**4. MATTERS ARISING:**

None.

**5. DECLARATIONS OF INTEREST:**

None.

**6. PUBLIC QUESTIONS:**

None.

**7. CLERK'S REPORT:**

- It is hoped to resume face-to-face meetings after the May elections enabling the Annual Council meeting on 17 May to take place in the Parish hall. However, it is recommended that any members of the public wishing to attend the meeting should be encouraged to join remotely. The meetings will be advertised as a hybrid.
- Public Works Loan Board. The end of year principal balance outstanding for both loans is £27,038.33 – Capel Sports Pavilion; £65,051.67 – Parish Hall.
- A reminder that the council is under a 5-year agreement with Zurich Municipal for insurance costs. Currently in year two.
- The allotment holders have cleared a lot of rubbish from the area and have bagged it and put in adjacent to the disabled parking bay in the car park. Mole Valley will be asked to come and remove it.
- The pathway outside Rose Cottages has now been completed. It looks good, and no complaints have been received.

**8. POLICE CRIME STATISTICS:**

Please refer to first item on these minutes.

**9. PROPOSAL – PLANNING SUB COMMITTEE (DELEGATED POWERS):**

Mr Garber addressed the meeting, voicing concern that deadline for the council’s responses to planning applications are too short. This is apparent as the next meeting (Wednesday 21 April 2021) will be an extra meeting, dealing with applications that need decisions before the next designated planning committee meeting. A proposal has been put forward to create a planning sub-committee with delegated powers so that decisions can be made within the time limits. The councillors discussed the proposals but had concerns that the District Council was not allowing the required timescales. Councillors suggested that the monthly full council meetings should be used to discuss any applications. Councillors agreed that all discussions regarding applications should take place being as open and transparent as possible and all meetings should be used to do this. If a need arose, further extraordinary planning meetings will be arranged. In the meantime, the Clerk will write a letter of complaint to Mole Valley expressing concerns over application deadlines.

District Councillor Mrs Bushnell addressed the council advising that there had been a temporary problem with applications and Mole Valley planners were working hard to clear this, which will hopefully be achieved by the end of May. This has not affected the consultation period.

**10. UPDATE – ENFORCEMENT 2 THE NEST, ABINGER ROAD, COLDHARBOUR:**

There has been no further information on the enforcement served on The Nest and no action has been taken by the owner. Mr Garber confirmed there is a legal obligation to restore the wall in line with the enforcement notice and there is a time limit for this work to be undertaken.

The Mole Valley Planning Case Officer had forwarded this information to the council on 4 March 2021, but to date no further information has been received:

*“Following the dismissed appeal, we have been in discussions with the owner in regard to the retaining wall and associated works. The Councils Historic Environment Officer has advised that the wall needs to be reduced in height and the materials used should match those in the village and requested a further planning application to be submitted.”*

**11. ADOPTION OF PUBLICATION POLICY:**

This updated policy had been circulated to all councillors prior to the meeting. The policy was proposed and unanimously adopted at the meeting. This will now be posted on the council’s website.

**12. REPORTS FROM MEMBERS**

**(a) Finance:**

- (i) The accounts detailing receipt and payments for the period 15 March to 19 April 2021 had been circulated for approval. Details of invoices were given, and all councillors approved payments. The councillors questioned the payment of water rates for the Sports Pavilion. It was suggested this should be the responsibility of the clubs using the facilities. The Clerk will contact the Sports Pavilion committee asking they take accountability for future payments.

**INCOME**

Half-year precept	£51,507.00
VAT Refund	£9,974.45
Easement	£500.00
<b>Total</b>	<b><u>£61,981.45</u></b>

	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
<b>ADMIN AND OTHER PAYMENTS</b>			
<b>Payments approved remotely and paid since March 2021 Full Parish Council meeting</b>			
Landmark Chambers legal fees (24 March 2021)	£350.00	£70.00	£420.00
PWLB payment (Sports Pavilion) (26 March 2021)	£965.69		£965.69
Capel magazine (8 April 2021)	£6,618.92		£6,618.92

**Payments approved April 2021 Full Parish Council meeting**

S Dixon for L Quirk	£45.00		£45.00
Mole Valley Revenue Section – Burial Ground	£21.70		£21.70
Zurich Municipal Insurance	£4,261.65		£4,261.65
Surrey ALC	£1,262.78	£	£1,262.78
J Russell – reimbursement zoom charge	£14.39		£14.39
The Image Company	£60.00	£12.00	£72.00
Helpdesq invoice i32510	£15.00	£3.00	£18.00
Helpdesq invoice i32817	£51.01	£10.20	£61.21
Mrs L Bignell – April salary	£267.80		£267.80
Mrs J Russell – April salary	£1,950.10		£1,950.10
HMRC – Clerks’ income tax	£531.60		£531.60
SES Water – Bowls Club	£120.99		£120.99
SES Water - Allotments	£281.56		£281.56
SES Water – Sports Pavilion	£53.32		£53.32
OPUS Energy – Electricity DD	£25.53	£1.28	£26.81
OPUS Energy – Gas DD	£7.17	£0.36	£7.53
<b>Total</b>	<b><u>£8865.78</u></b>	<b><u>£26.84</u></b>	<b><u>£8892.62</u></b>

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

- (i) Capel:** (i) Mr Garber mentioned the application regarding Riverdale Farm. The application is still to be determined but works have already been undertaken prior to any decision. Mole Valley are aware of the situation but have not taken any positive action. It was agreed that a formal complaint will be forwarded to Mole Valley in the first instance, threatening to contact the local press. (ii) Mrs Schryver mentioned the footpath sign at the end of Mile Lane still needs to be positioned. (iii) Mrs Schryver said that building rubble and garden waste has been dumped in Markham Park copse. This was encouraging other to add to the rubbish and the whole area needs to be cleared.
- (ii) Coldharbour:** (i) Mr McLachlan mentioned that Bill Kear had not contacted him yet regarding the permanent speed bumps for traffic management in Coldharbour. A reminder will be sent. (ii) The playground in Coldharbour is now ready to have the play bark renewed.
- (iii) Beare Green:** (i) Mrs Ryan mentioned the possibility of residents maintaining Turners Wood and the possibility of the council purchasing hand tools. A proposal would need to be put forward to the Finance Committee for consideration. It was agreed that as the land is owned by Mole Valley, they should be contacted in the first instance. (ii) Councillor Salmon mentioned that the verges along the A24 will be cut as last year, to encourage wildflowers to grow.

**13. CORRESPONDENCE:**

The issue of dog excrement is still an issue. An amusing notice has been found and it was discussed putting them up in areas where used poo bags are hung on trees. Councillor Salmon suggested all litter bins should have stickers reminding dog owners they can dispose of poo bags in any bins.

A consultation has been circulated regarding speeding on the A24 and all councillors were asked to respond.

All councillors were reminded to send their preferred aims and objectives to the Clerk regarding the upcoming A24 Beare Green roundabout feasibility study by Surrey County Council.

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

**DATES OF NEXT MEETINGS:**

<b>Planning Committee:</b>	<b><u>Tuesday 4 May 2021, Remote</u></b>
<b>Finance Committee:</b>	<b>Monday 10 May 2021, Hybrid</b>
<b>Annual Council Meeting:</b>	<b>Monday 17 May 2021, Hybrid</b>

**These meetings will all be held in hybrid form until the Government reviews Covid-19 restrictions, commencing at 7:30 pm.**