

**MINUTES OF THE FULL PARISH COUNCIL MEETING
HELD ON MONDAY 21 NOVEMBER 2022
AT BEARE GREEN VILLAGE HALL**

1 **IN ATTENDANCE:** Mrs Dale, Mr Ball, Mr McLachlan, Mrs Schryver, Mr Ashwood, Mr Salter, Mr Cox, Mrs Ryan and the Clerk.
Mrs Bignell. Mole Valley District Councillors Mrs Salmon and Mrs Bushnell.

2 **APOLOGIES FOR ABSENCE:** Mr Garber.

3 **TO APPROVE THE ACCURACY OF MINUTES OF THE FULL PARISH COUNCIL MEETING 17 OCTOBER 2022:**

The minutes were regarded as a true record of the meeting. All Councillors voted in favour of accepting the records and the minutes were signed by the Chair.

4 **TO APPROVE THE ACCURACY OF MINUTES OF THE PLANNING COMMITTEE MEETING 7 NOVEMBER 2022:**

The minutes were regarded as a true record of the meeting. All Councillors voted in favour of accepting the records and the minutes were signed by the Chair.

5 **TO APPROVE THE ACCURACY OF MINUTES OF THE FINANCE COMMITTEE MEETING 7 NOVEMBER 2022:**

The minutes were regarded as a true record of the meeting. All Councillors voted in favour of accepting the records and the minutes were signed by the Chair.

6 **MATTERS ARISING:**

None.

7 **DECLARATIONS OF INTEREST:** None

8 **PUBLIC QUESTIONS:**

Mrs Bignell addressed the meeting asking about the situation regarding land off Temple Lane. She asked what steps the Parish Council would be taking to finalise this issue and how much had been spent on legal fees defending the dispute.

Mr Ball confirmed that this had been included as agenda item (11) at this meeting. The present situation was now being addressed solely by Councillors, as legal fees were mounting, and the advice being given was not considered to be in the Parish Council's best interest. It was considered that approximately £10,000 has been spent since 2016. Mr Ball reminded the meeting that all offers to agree an easement had been refused, no evidence had been submitted to confirm the continual use of access and the matter of trespass was still to be resolved.

9 **CLERKS REPORT:**

- The promoters of the site Hurst, Vicarage Lane, are organising an open meeting in the Parish Hall on 13 December, giving residents an opportunity to see future plans for the site.
- An area at the bottom of Temple Lane has been flooding, causing some damage to property. Some ditch clearing has been arranged to try to alleviate this problem. As this has proved to be a bigger job than anticipated, the Clerk will speak to the owners of the property and ask them to consider a financial contribution toward costs.

10 **UPDATE MOLE VALLEY LOCAL PLAN:**

Councillors had received a report regarding the Mole Valley Local Plan Hearing session on Tuesday 26 October and summing up on Friday 28 October 2022. Although the hearings have concluded the inquiry is still formally open. Several questions must be answered before the Inspector is able to submit her report. This information must be provided by 11 November 2022.

- Housing numbers have not been agreed and more justification for housing numbers on town centre sites
- District Council to review the Green Belt methodology where they have made recent modifications to the Green Belt boundary
- Clear information regarding the capacity of building within various zones i.e. built up area/Green Belt/Countryside beyond the Green Belt.
- Site selection and possible change in circumstances to be reviewed.

11 UPDATE APPEAL HEARING LAND SOUTH OF COLES LANE, OCKLEY:

Councillors were reminded that this appeal would resume as a virtual event on 29 November 2022. The hearing is principally so interested persons are given an opportunity to speak about the evidence as set out on the District Council's consultation letter dated 24 August 2022. Capel Parish Council will be attending together with legal representation. The Chair of Ockley Parish Council has been invited to attend alongside Capel.

12. LAND OFF TEMPLE LANE, CAPEL:

A draft response to a letter from solicitors representing the owner of the Old Bonfire Field, Temple Lane had been circulated to all Councillors. It is essential the response has the full support of the Council. After discussion it was agreed that a further draft should be prepared and circulated for approval.

13. CAPEL VILLAGE POND:

The Council had received an email from a resident, suggesting that consideration should be given to the future of the pond as it appears to have come to the end of its usefulness. It was suggested filling in the pond and fruit trees planted, especially as something will be needed to mark the upcoming Coronation of King Charles III. Recently maintenance had been carried out on the pond and it was agreed this should be continued. The suggestion of a small orchard to mark the Coronation was discussed and will be included as an agenda item at the next full Parish Council meeting.

14. PROPOSED UPGRADE TRIG STREET PATH CAPEL/NEWDIGATE:

The Council had received an email giving information on the background, objectives, route, benefits and current status of Public Footpath 218 Capel/Newdigate. As part of the path is on Capel Parish Council land Surrey County Council asked if the Council would be willing to commit to the upkeep of that section.

Councillors agreed to this in principle, but further information would be required regarding the likely ongoing costs before any definite decision is made.

The Clerk will update the proposers of the scheme of this decision.¹

15. ACCESS ISSUES ON THE STREET, CAPEL:

The Council had received an email from a resident who was experiencing difficulties moving around Capel in a wheelchair as there was a lack of dropped kerbs and/or ramps to assist with crossing roads. The Councillors were sympathetic but unable to do anything. It was suggested the Clerk should raise the concern with Surrey County Council Highways and Surrey County Councillor Helyn Clack, asking for their assistance.²

16. COMMUNITY CAPACITY BUILDING AND INFRASTRUCTURE SUPPORT GRANTS POLICY:

Discussion was held around schemes that would be considered appropriate and benefit from this grant. The cut-off date is January 2023, and it was believed unlikely the Parish Council would be able to put forward a suitable scheme and be able to fund it prior to the grant being fulfilled.

17. TO APPROVE INCREASING HALL HIRE CHARGES:

All Councillors agreed the hall hire charges should be increased from 1 January 2023 and be in line with Memorial Hall charges.

The website and notice boards will be updated.

¹ Information on the PCs agreement in principle forwarded to Mrs P Tyson-Davies (Newdigate) and Anne Woods (SCC Countryside Access Officer)).

² Concern reported to SCC 22 November 2022 and registered. Reference number: 2420194

	Current hourly rate	Hourly rate from 01 Jan 2023
Regular hirers	£15.00	£17.25
Ad hoc hires weekday	£17.50	£20.00
Ad hoc hires weekend	£20.00	£23.00
Ad hoc hires weekend (local residents)	£17.50	£20.00
Children's 4-hour party	£60.00	£65.00

18. REPORTS FROM MEMBERS:

(a) Finance

(i) To agree, approve and Authorise Cash Book entries for month of October 2022:

Mr Salter signed the Cash Book entry for October 2022.

(ii) To agree and approve accounts to 21 November 2022:

Mr Salter addressed the meeting and advised that currently there was 15% of the budget left until the end of the financial year. Reserves were available to fall back on as an overspend was likely.

The current account balance on 21 November 2022 was £39,257.43 and the balance of the reserve account remains at £50,307.10.

(iii) To approve and authorise payments of outstanding invoices:

INCOME

CIL Payment	£2,696.06
Hall Hire	£136.00
VAT Refund	£7,750.05
Hall Hire	£100.00
Total	<u>£10,682.11</u>

PAYMENTS APPROVED

		VAT	TOTAL
Mrs L Quirk	£45.00		£45.00
39 Essex Chambers Invoice 253806	£6,025.00	£1,205.00	£7,230.00
John Petts – Coldharbour groundworks	£550.00		£550.00
J Russell – Reimbursement stationery	£28.88		£28.88
Surrey Sports and Turf invoice 2761	£480.00	£96.00	£576.00
Surrey Sports and Turf invoice 2856	£740.00	£148.00	£888.00
Helpdesq – Hornet Security	£180.00	£36.00	£216.00
Treeline invoice 26170 Carterdale Cottages	£990.00	£198.00	£1,188.00
Treeline invoice 26141 Capel Recreation Ground	£1,240.00	£248.00	£1,488.00
J Russell November salary	£2,479.40		£2,479.40
HMRC Clerk's income tax	£619.80		£619.80
Helpdesq Invoice 12081	£15.00	£3.00	£18.00
Hall Hire Charge BGCA	£45.00		£45.00
Public Works Loan DD	£2,712.54		£2,712.54
OPUS Energy Gas DD	£105.38	£5.54	£110.92
OPUS Energy Electricity DD	£61.86	£3.26	£65.12
Total	<u>£16,305.57</u>	<u>£1,942.80</u>	<u>£18,248.37</u>

Although approved, payment to HAGS for playground repairs - £501.30 has been withheld until all spares have been received.

(iv) TO APPROVE THE PRECEPT FOR 2023/24:

The Finance Committee had met on 7 November 2022 and discussed the budget for 2023/24. Looking at the biggest budget payments it was agreed that the precept request would need to be increased. Inflation is running at 11% at present. The Finance Committee therefore proposed the precept should be increased by 8.5%. The Parish Council will ask for a precept of £108,790.00.

The proposal was put before the Full Council and the increase was unanimously agreed and the motion carried.

(b) Ward Matters for discussion

Coldharbour – (i) Mr McLachlan mentioned the cycles and cars speeding through the village was still a problem. (ii) Several trees had recently fallen. The Forestry Commission have been informed.

Capel – (i) Mrs Schryver asked if Kenward's could be contacted again to provide a quote for work to the path leading up from Rose Cottages and Capel Pond. The company will also be asked for an update on resurfacing the tarmac path at rear of church, quoted for last year.³

Beare Green – (i) Mr Cox asked if C J Uden⁴ could be contacted again to give a date for the inspection the drains in Newdigate Road. (ii) BT needed to be contacted and asked to remove a rotting, unused telegraph path from in front of the cottages. (iii) Mr Salter mentioned the suggestion of installing speed cameras along the A24. Councillor Salmon said that work was being undertaken at present to improve the traffic flow and reduce traffic speed. Currently work was being prepared by both Surrey and West Sussex County Councils.

19. CORRESPONDENCE:

District Council Bushnell mentioned that the application regarding Auclay Brickworks had been approved but with stringent conditions. It was confirmed that the numbers of vehicle movements had been reduced and the hours will be monitored. A Community Liaison Group had been set up to ensure the conditions are adhered to.

20. URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR NOTE OF INCLUSION ON A FUTURE AGENDA:

The upcoming Coronation Celebrations will be an agenda item on all future Full Parish Council meetings until April 2023.

Dates of Next Meetings - All to be held at Capel Parish Hall

Planning Committee: **Tuesday 3 January 2023**

Full Council Meeting: **Monday 12 December 2022**

Finance Committee: **Monday 9 January 2023**

³ Further contact made 22 November 2022.

⁴ Further email sent 23 November 2022.