

**MINUTES OF THE FULL PARISH COUNCIL MEETING  
HELD ON MONDAY 18 SEPTEMBER 2023  
AT CAPEL PARISH HALL**

- 1. PARISH COUNCILLORS IN ATTENDANCE:** Mrs Dale, Mr McLachlan, Mrs Schryver, Mr Cox, Mr Ashwood, Mrs Watson, Mrs Taylor and the Clerk.

**IN ATTENDANCE:** Surrey County Councillor Helyn Clack, Brigadier Roger Hood and Mrs Linda Shipton.

**APOLOGIES FOR ABSENCE:** Parish Councillors Mr Ball and Mr Salter. District Councillors Lesley Bushnell, Clayton Wellman, Clare Malcomson, Jo Loach and Alcia Farrar-Astrop. Surrey County Councillor Hazel Watson.

**2 TO APPROVE THE ACCURACY OF MINUTES OF THE FULL PARISH COUNCIL MEETING 21 AUGUST 2023**

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.

**3 TO APPROVE THE ACCURACY OF MINUTES OF THE PLANNING COMMITTEE MEETING 11 SEPTEMBER 2023**

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 FINANCE COMMITTEE MEETING 11 SEPTEMBER 2023**

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 DECLARATIONS OF INTEREST:**

None.

**6. CLERKS REPORT:**

- Oakford Homes are due to meet with Mole Valley and will then meet with the Parish Council to update on the application.
- The developers of Hurst, Vicarage Lane are meeting with the Mole Valley Case Officer to discuss the issues highlighted in the Heritage Officers report.
- An on-site meeting is being arranged to discuss the initial plans for the Redlands site.
- Wes Attridge has been asked to spray the weeds encroaching on path around the recreation ground and outside Rose Cottages.
- A meeting with the owner of Ark Cottage has been postponed until Friday 22 September.

**7. PUBLIC QUESTIONS:**

Brigadier Hood and Mrs Shipton were both attending the meeting to discuss the communication received from Gatwick Airport Limited regarding the expansion of the airport and the possibility that their land may be affected by the proposed changes. It was confirmed that the Parish Council had also received the same communication. The Chair agreed that this item should be brought forward for discussion.

Brigadier Hood addressed the meeting, explaining that letters had been delivered to properties along Temple Lane, Capel and the recipients were encouraged to engage with the consultation which is due to expire on the 29 October 2023.

County Councillor Clack explained that the Government had approved the planning application, but the Inspectorate will determine if there are any valid reasons to overturn this decision. It was emphasised that any responses should be robust and well co-ordinate. Residents must be encouraged to register objections on the Government website emphasising the expansion would scrap the emergency runway, not include any mitigation for rural infrastructure, advise on the expansion of airport car parking or any proposals to increase public transport. Rural roads would become must busier constantly as there is no proposal for a ban on night

flights. Rural roads have no pavements or street lighting and would see an increase in traffic to drivers unfamiliar with the area, day and night. The impact on the community would be enormous. The Parish Council was encouraged to ask GACC to come along and speak at the next meeting and also ask Mole Valley if they had considered the impact of new houses being built under the flight paths. The Clerk will engage with GACC<sup>1</sup> and arrange influential and extensive advertising for the meeting once a date had been agreed. It was agreed that once GACC have confirmed attendance, neighbouring Parish Councils would be invited to attend the meeting.

## **8. PLANNING APPLICATION UPDATES:**

- **Hurst, Vicarage Lane, Capel**

The Council was reminded that the Planning Application for this site had been discussed at the Planning Committee meeting on 11 September. It has been confirmed that concerns had been raised in a report issued by the Heritage Officer. The Case Officer would not extend the closing date any further, and therefore she is likely to refuse the application. The developers are now arranging a pre-application appointment with the Case Office so that areas of concern can be addressed.

- **Breakspear Farm, Old Horsham Road, Beare Green**

Oakford Homes are meeting with Mole Valley District Council. They will then meet with Parish Councillors on 27 September to bring the Council up to date.

- **Redlands, The Street, Capel**

Mr Ball had recently met with Denton Homes to discuss the proposals for the site Redlands. A work in progress proposed plan was circulated and it has been agreed that Councillors will meet with Denton Homes on site to discuss the proposal.

## **9 BOUNDARY ISSUES, THE ARK, HORSHAM ROAD, BEARE GREEN**

A meeting had been arranged with the owners of the property to meet on 15 September. Unfortunately, this was postponed and has been re-arranged for Friday 22 September.

## **10 INSTALLATION OF FULL FIBRE BROADBAND IN PARISH HALL**

Mr Ball had mentioned that an upgrade would take place, as the Sports Pavilion's Broadband was being updated. This new installation would include routers which will incorporate the service into the Parish Hall. It will also make using WiFi on the recreation ground easier, which is essential for events as the Capel Show.

## **11. REPORTS FROM MEMBERS:**

### **(a) Finance**

#### **(i) To agree and approve accounts to 18 September 2023:**

A Business Reserve Account has been opened with NatWest and £50,000 from the precept payment has been transferred across. A letter of authority was signed by Mrs Schryver and Mr Salter at the Finance Committee meeting, authorising the transfer of £50,000 from the NS&I account into the Business Reserve Account. This will enable the funds to gain maximum interest. The NS&I Account will remain open with a balance of £353.31.

The current account balance on 18 September 2023 was £16,610.80, Business Reserve Account £50,000 and NS&I account £50,353.31.

#### **(ii) To approve and authorise payments of outstanding invoices:**

#### **Payments Received**

Second half precept	£60.145.00
Hall Hire	£103.50
Burial Plot reservation	£100.00
Sports Club PWLB	£965.00

---

<sup>1</sup> GACC have agreed to attend the Planning Committee meeting on 2 October 2023 and the Full meeting on 16 October. Both meetings will be held in the Parish Hall.

<b>Expenditure</b>		<b>VAT</b>	<b>TOTAL</b>
Lindsay Quirk – Hall cleaning	£45.00		£45.00
Surrey Sports and Turf	£1,554.00	£310.80	£1,864.80
PKD Littlejohn End of Year external audit	£420.00	£84.00	£504.00
Coldharbour SSC	£640.00	£56.00	£696.00
J Russell September salary	£2,594.80	£	£2,954.80
HMRC Clerk's Income Tax	£648.80		£648.80
Helpdesq Invoice 14341	£51.03	£10.21	£61.24
PWLB Sports Pavilion DD	£965.00		£965.00
OPUS Energy Gas DD	£19.76	£1.03	£20.79
OPUS Energy Electricity DD	£48.68	£2.56	£51.24
	<b>£9,158.66</b>	<b>£1,016.82</b>	<b>£10,179.47</b>

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

The grant awarded to Temple Lane allotments will be paid in October.

#### **(b) Ward Matters for discussion**

**Coldharbour** - (i) Mr McLachlan asked County Councillor Clack if she was aware of the proposal to relax the need for planning applications when converting existing buildings into housing. Mole Valley should be approached to confirm or otherwise.

Mole Valley have confirmed that *the proposals were part of the Government's Plan for Growth announced at the Budget in March 2011. They were put forward as a possible means of helping to address the urgent need for housing in England, promoting the regeneration of underused commercial buildings and bringing empty buildings back into productive use.*

A consultation concluded that -

- (a) A new policy be included in the National Planning Policy Framework , to be read in the wider context of the Framework document, that local planning authorities '...should normally approve planning applications for change to residential use and any associated development from commercial buildings (currently in the B use classes) where there is an identified need for additional housing in that area, provided that there are not strong economic reasons why such development would be inappropriate...'; and
- (b) To amend the Town and Country Planning (General Permitted Development) Order 1995 (as amended) to extend existing permitted development rights which allow the space above shops and other town centre uses (A1 and A2 uses) to be converted into a single flat without the need to submit a planning application, to allow for 2 flats.

**Capel** – (i) Mrs Schryver mentioned the field at Misbrooks Green has not been topped for a couple of years. Mrs Dale agreed to arrange for the work to be carried out. (ii) The Capel Show committee have asked if a drinking water cooler could be installed on the recreation ground. It has been suggested that the cooler outside the Parish Hall could be moved to an area adjacent to the allotments. (iii) The quote to upgrade the path along Bennetts Green from the pond is still outstanding. (iv) Mr Ashwood asked if the dropped kerbs recently installed along The Street could have tactile paving mounted to assist residents with sight impairments. There are no plans to make any further amendments to these kerbs.

**Beare Green** – (i) Mrs Watson mentioned the footpath along Old Horsham Road, which is overgrown and pedestrians have to walk in the road. It was confirmed that Treeline have been asked to undertake this work and cut back the vegetation on the opposite side of the road to ensue traffic can pass safely. (ii) Mrs Watson asked if the Clerk would contact Network Rail and ask them to cut back the trees overhanging the railway bridge. (iii) Mr Cox said that although the verges along Horsham Road had been cut, the area had not been cleaned up. County Councillor Clack reminded the Council that there is no programme for street cleaning in Mole Valley. This is done re-actively when reported. (iv) Mr Cox mentioned Beare Green pavilion needed some repairs. It was agreed that a meeting

should be set up between the Parish Council and representatives of the stoolball and football clubs to understand what fees the clubs pay so that finances could be used appropriately.

**12 CORRESPONDENCES:**

None

**13 URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR NOTE OF INCLUSION ON A FUTURE AGENDA:**

**Future Agenda items:**

It had been suggested that the Police Borough Commander be invited to the October Full Parish Council meeting. With the impending Planning Inspectorate decision regarding Gatwick Airport's expansion, this will now be included on the November agenda.

**Dates of Next Meetings:**

**Planning Committee: Monday 2 October 2023**

**Full Parish Council meeting: Monday 16 October 2023**

**Finance Committee: Monday 6 November 2023 immediately after the Planning Committee meeting**