

**MINUTES OF THE GENERAL PARISH COUNCIL MEETING  
HELD ON MONDAY 15 JULY 2024  
IN CAPEL PARISH HALL**

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

**APOLOGIES FOR ABSENCE:** Parish Councillors Mr Ball, Mr Salter and Mr Ashwood. Surrey County Councillors Hazel Watson and Helyn Clack. District Councillor Clayton Wellman, Rosemary Hobbs, Clare Malcomson and Dineke Van den Bogerd.

**IN ATTENDANCE:** Mr P and Ms F Day and Mr R Simpson. (Item 6(i))

2 **TO APPROVE THE ACCURACY OF MINUTES OF THE FULL PARISH COUNCIL MEETING 17 JUNE 2024**

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 **DECLARATIONS OF INTEREST:**

None.

4 **PUBLIC QUESTIONS:**

None.

5. **CLERKS REPORT:**

- Vegetation along the footpath at The Street, Capel up to the bridge at Misbrooks will be cut back to ensure pedestrian safety.
- Work to remove the trees obscuring the ditch at the rear of the Beare Green Pavilion has been delayed. Treeline will confirm a date and users of the pavilion will be notified.
- Repairs to the playground in Capel have now been completed.

6. **PLANNING APPLICATIONS**

- **MO/2024/0900 – West Wing, Pleystowe House, Rusper Road, Capel.**

This is an application for the erection of a single storey side extension. Ms Day, owner of the adjacent apartment addressed the Council stating that this is the third application for this extension. The first 2 applications have been refused by Mole Valley and refused on appeal by the Inspectorate. The reductions for the current extension are minimal and it is considered the impact of the extension would still greatly reduce the natural light of the adjoining apartment. The 45° rule had been applied and failed. Ms Day commented that because the property has been built with rooms with very high ceilings, the extension would need to be of a equivalent height in order to complement the existing building.

Mr Simpson, owner of West Wing, Pleystowe House addressed the Council, informing them he had met with Mole Valley Planners for pre-application advice following the previous failed applications. The current application had been submitted following their advice. He stressed that this was a sympathetic extension and reminded the Council that the Parish Council had not objected to the previous applications.

The Councillors took all comments into consideration, the reasons Mole Valley had objected to the previous applications and recommended this application should be refused.

- **MO/2024/0942 - 27, Leith Road, Beare Green.**

This is an application for the erection of a replacement garage. The Councillors reviewed the application and were made aware that the proposed garage would increase in volume by 20%. The Councillors considered that this was too large for a residential area. The proposed materials were also considered to be unattractive. The Parish Councillors considered the application and recommended this should be refused.

- **MO/2023/1933 - Lucerne, Horsham Road, Capel.**

This is an application for the conversion of an existing house into 2 No. maisonettes with associated parking. The Councillors were made aware that this application had been submitted without a Design and Access Statement and should therefore be refused.

- **MO/2024/0886 - Rowemount Cottage, Abinger Road, Coldharbour.**

This is an application for the erection of a replacement stable at the location of the existing stable. The Parish Councillors reviewed the application and recommended approval.

- **MO/2024/0895 - The Barn, Abinger Road, Coldharbour.**

This is an application for the erection of single storey rear extension; alterations to the existing property to include insertion of one rooflight in the front elevation and enlarged rooflight in rear elevation, alterations to existing fenestration; and partial closing of entrance gate. The Parish Councillors reviewed the application and recommended approval.

- **MO/2024/0916 - The Clock House, Broome Hall, Broomehall Road, Coldharbour.**

This is an application to replace 2 No. existing windows at the rear of the garage and replace the back door to the house. The Parish Councillors reviewed the application and offered no objection as this application should be reviewed by the Heritage Officer.

#### **7. APPEAL – MO/2024/0838 – Land Rear of Redlands House, 62 The Street, Capel.**

The Councillors considered their previous response was sufficient and therefore no further comments would be made.

#### **8 UPDATE ON HOUSING NEEDS SURVEY:**

Nicola Davidson, Rural Housing Enable for Surrey Community Action has informed the Parish Council only 107 responses have been received so far making the response rate 6%. There have been 60 online responses and 47 postal replies. The Parish Council will continue to advertise this survey. The local schools and churches will be contacted and asked to assist by stressing the importance of completing the survey.

#### **9. SCOTT BROADWOOD CoFE INFANT SCHOOL GST FORMAL CONSULTATION:**

The Councillors were informed that a stakeholders meeting has taken place recently regarding the proposal from the Good Shepherd Trust for the potential amalgamation of Scott-Broadwood CoFE Infant School and The Weald CoFE Primary School. Attendees were informed that there is only 1 head teacher between the 2 sites, and amalgamating the schools would increase staff efficiency. The school building in Capel requires substantial refurbishment and there are insufficient funds to undertake the work. There are 3 empty classrooms at The Weald which can be refurbished will enable the infant school to be accommodated. The Councillors were concerned that parents were not made aware they were stakeholders and therefore parent attendance at the meeting was limited. A consultation document has been circulated and already the return dated has slightly extended to allow all stakeholders the opportunity to respond but a longer return date should be considered. Councillors also mentioned the parking and safety concerns along Newdigate Road, which would only be exacerbated should the merger be approved.

It was agreed that the Good Shepherd Trust would be contacted and asked

- For an extension of time be given for the return of comments to the consultation as the 7 August 2024 is in the middle of the school summer holiday, and many families might be away and miss the opportunity to respond.
- Can the Parish Council be made aware of the results of the consultation prior to them being made public.
- Can the Parish Council be party to the meetings the GST is having with the Department of Education to discuss the proposed merger or can the GST give information on their contact at the DoE.
- Can information be given on the premises Capel pre-school currently occupies?
- Should the merger proceed, will the lease on the premises Capel pre-school occupies be extended and if so, will the rent be realistic.
- Can another meeting for stakeholders be arranged. Many parents were not aware they were able to attend this meeting.
- Should the merger proceed, can information be given regarding the future use of school premises in the centre of Capel village?

#### **10. UPDATE TRIG STREET PROJECT:**

Mr McLachlin informed the Councillors that no further meetings will take place between Newdigate and Capel Parish Councils until the safety aspects of the path have been approved by Surrey County Council.

## 11. UPDATE EV CHARGING POINT, CAPEL CAR PARK:

Mr McLachlan informed the Councillors that he had received an update on this project. The ChargePoint operator has confirmed they would like to make a proposed offer to the Parish Council.

The operator is Believ, a reputable national operator who are part of the Liberty Global Group (who also own Virgin Media so bring that experience to their work). A non-disclosure agreement (NDA) has been signed by the Parish Council and the ChargePoint operator which will protect the information and data of both parties. Further information will be circulated as soon as it is received.

## 12. REPORTS FROM MEMBERS:

### (a) Finance

#### (i) To agree, adopt and sign accounts to 15 July 2024:

Mr McLachlan highlighted the spending for July and details of payments were circulated to all Councillors. At present the total budget is 3% over but this is due to large payments for ground maintenance, mainly tree works and repairs to the swings and rocker at Capel playground. The Parish Council continues to pay the Employers NIC each month and will not challenge HMRC regarding back payments.

The current account balance on 15 July 2024 was £396.00 and reserve account £88,978.93. The balance of the NS&I account remains at £610.89.

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

##### Payment Received

Hall Hire	£103.50
Reimbursement Beare Green Stoolball	£62.45

##### Payments

		VAT	TOTAL
Talk Window Cleaning (Gutters and windows Parish Hall)	£220.00		£220.00
Lindsay Quirk Hall Cleaning	£45.00		£45.00
Helpdesq Invoice 16322	£73.50	£14.70	£88.20
Surrey Sports and Turf Invoice 3701	£1,604.00	£320.80	£1,924.80
Treeline Invoice 28117	£1,850.00	£370.00	£2,220.00
Treeline Invoice 28162	£375.00	£75.00	£450.00
J Russell June salary	£2,594.80		£2,594.00
HMRC Clerk's Income Tax	£648.80		£648.80
HMRC Employer's NIC	£343.01		£343.01
Reimbursement Capel Art Group	£32.38	£6.47	£38.85
HAGS Capel Playground Repairs Invoice 097029	£974.00	£194.80	£1,168.80
Capel and Beare Green Magazine	£100.00		£100.00
EDF Energy DD	£40.48	£2.02	£42.50
BT Group DD	£23.43	£1.17	£24.60
	<b>£8,566.63</b>	<b>£500.05</b>	<b>£9,066.68</b>

#### (b) Ward Matters for discussion

**Coldharbour** - (i) Mr McLachlan asked if any information had been received regarding upgrading the telephone box. It was confirmed that the boxes in both Coldharbour and Capel could be professionally refurbished but would be expensive. It was agreed to put this before the Finance Committee for discussion.

**Capel** – (i) Mrs Taylor said condition of the playground continued to be discussed by residents. It was confirmed that now the swings and rocker have been repaired, the playground is fully operational. (ii) Mrs Schryver asked if the verges from Hoyle Hill to the village could be cut back. (iii) The WiFi for the Capel Show was mentioned. Mr McLachlan offered another option, and this information would be passed to the Capel Show committee.

**Beare Green** – (i) Mrs Watson asked if Surrey County Council could be contacted, asking for verges along Ockley Road to be cut back to improve pedestrian safety. She also asked if SCC Highways could

be asked to repair and reinstate the barriers along the A24 by The Weald school which was damaged by a car. Mole Valley and Thames Water will be asked if maintenance work could be carried out on Merebank pond as it is now clogged with weed. (ii) Mr Cox mentioned the outdoor gym equipment on Beare Green recreation ground, and asked if the apparatus could be inspected. (iii) Mole Valley will be asked to repair the bus shelter opposite Turner House, Beare Green.

**13 CORRESPONDENCES:**

None

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

Gatwick Airport Northern Runway Project  
Scott-Broadwood CofE Infant School.

**Dates of Next Meetings -**

**Full Parish Council: Monday 19 August 2024 in John Venus Hall, Coldharbour**

**Planning Committee: Monday 5 August 2024**

**Finance Committee: Monday 2 September 2024**