

## BUCKLAND PARISH COUNCIL

Minutes of a Meeting held at 8pm on Monday 11<sup>th</sup> March 2013 in the Reading Room.

**Present:** Cllrs Day, Horden, Husband, Pryor, Steed and Westwell, District Cllr Paul Potter and the Clerk. PCSO Ivor Williams attended for item 5.

### 1. Apologies for Absence

(246) None.

### 2. Declarations of Interest

(247) Cllr Husband declared a pecuniary interest, in relation to proposed updates on Beechwood and Wildecroft Cottage. It was agreed that while Nigel Husband would, as architect provide an update for Beechwood, outline a draft application for Wildecroft Cottage and respond to any questions put to him by Councillors that no discussion of either proposal would take place in his presence.

### 3. Requests for Dispensations

(248) None.

### 4. Minutes

(249) Minutes of the Meeting held on 14<sup>th</sup> January 2013, were agreed. Cllr Husband signed the minutes as a correct record.

### 5. Community Police Report

(250) PCSO Ivor Williams informed the meeting that two crimes had been recorded during the period between 14<sup>th</sup> January 2013 and 11<sup>th</sup> March 2013. Two thefts – a pair of cycles and three traffic signs.

(251) PCSO Ivor Williams was congratulated for the award he recently received for “Outstanding Achievement for commitment, dedication and community engagement within the borough of Mole Valley.

### 6. Planning

#### Planning Applications

(252) MO/2013/0072: Demolition of existing wooden side lean-to and erection of replacement brick-based side conservatory at the Old Post Box House & Stores, Dungates Lane, Buckland, RH3 7BB. No comment.

(253) MO/2013/0159: Erection of conservatory at rear, following removal of existing at Long Alders, Reigate Road, Buckland. RH3 7BG. No comment.

#### Mole Valley District Council (“MVDC”) Planning and Licensing Decisions

The following Local Planning Authority decisions were noted:

(254) MO/2013/0016: Remove one sycamore tree at Beaumont Cottage, Dungates Lane, Buckland. RH3 7EF. No objection.

(255) MO/2013/0074: Remove one sycamore tree and reduce a row of fir trees by 15-20% at Little Court, Reigate Road, Buckland. RH3 7EA. No objection.

(256) It was noted that the Licensing Officer had advised a new premises licence with extended opening hours was due to be granted to The Jolly Farmers. The Officer had received a call from one concerned resident and advised that if, in the future, the resident becomes concerned that the new licence had led to activities at The Jolly Farmers becoming an environmental nuisance that the resident could request a review.

## Planning Consultations

- (257) Councillor Husband tabled draft proposals for alterations to Wildecroft Cottage that the owners hope to submit shortly to MVDC and advised that an application had yet to be submitted in relation to Beechwood.
- (258) TA2012/1027 (Tandridge DC): Construction of hard runway to replace existing grass runways and ancillary infrastructure, comprising realignment of existing taxiways, drainage improvements, replacement runway lighting and new approach lighting at Redhill Aerodrome, Kings Mill Lane, South Nutfield, Surrey RH1 5JY. A date for determining the application had not yet been set.
- (259) Surrey County Council (“SCC”)/2010/0136/SJ: Consultation for additional information submitted by the applicant, Hanson Quarry Products Europe Limited, relating to the planning application for Park Pit and Tapwood Quarry submitted in June 2010. The Planning team at SCC had advised that while a meeting with Natural England had now been held and some progress made that a date for determining the application had not yet been set.

## New Water Main : Outwood to Buckland

- (260) It was felt appropriate to minute that the Parish Council is encouraged by the effort being made by the Sutton and East Surrey Water (“SESW”) project team to engage with them and, through the drop in session with the community as a whole. Feedback from a number of residents had indicated that the meeting had been well timed and the dialogue constructive. This feedback had been passed to SESW.
- (261) SESW had, in accordance with an agreement entered into, on 18<sup>th</sup> October 2012, with Mole Valley District Council, Reigate and Banstead Borough Council, and Tandridge District Council, provided a Method Statement for the works to be undertaken to cross Old Road. The Parish Council was pleased to be able to minute that the Method Statement incorporates all the points that had been discussed during an introductory meeting with Clancy Docwra that had been held on 15<sup>th</sup> January 2013.
- (262) SCC Highways traffic management team had since advised they had agreed to allow Clancy Docwra to utilise open trench workings for the A25 crossing in order to enable a works access to be created close to the crossing point into the fields to the west of Rectory Lane. Provided Buckland Estates are agreeable, this decision will, ground conditions permitting, minimise the need for traffic, and, in particular, large works vehicles to be routed via Rectory Lane.
- (263) Mr Sanders had agreed to the Parish Council’s proposal for SESW to be asked to prepare a planting scheme using wildlife friendly native species for the area of land that will need to be restored adjacent to the footpath between Old Road and Bromley Field. SESW had advised that deep rooted trees, that will be removed to facilitate the new pipe, will need to be replaced with species that are considered appropriate given their close proximity to the new water main. The views of those residents who had registered an interest at the drop in session would be provided to the SESW ecologist. It is hoped that a draft proposal can be made available in time for the Annual Parish Meeting. **Action:** Clerk to progress.

## Planning Policy Consultations

- (264) Draft Supplementary Planning Documents, issued by MVDC for **Landscape and Larger Rural Villages Character** had been circulated to Councillors and the opportunity to submit comments (consultation period closed 1 March 2013) publicised via the village website. No action had been considered necessary.
- (265) MVDC had opened a consultation inviting initial thoughts about “**Reviewing the Green Belt Boundary**” around Mole Valley’s towns and villages. MVDC Planning Policy team had published a paper to outline why the Green Belt boundary is being reviewed and to explain to local residents and business owners how they can take part in the process. This information had been included in a Parish Update. **Action:** Clerk to submit a “no disagreement”, no comment response to MVDC.

- (266) MVDC had issued a consultation document setting a **Community Infrastructure Levy Preliminary Draft Charging Schedule**. The Community Infrastructure Levy (CIL) is a non-negotiable levy that will be charged on new development for the purpose of funding infrastructure development. The new scheme is due to start on 1 April 2014 and will replace the current developer funding scheme, generally referred to as section 106 developer funding.

The draft legislation requires 15% of CIL raised within a Parish (subject to a £100 per household cap) to be passed to the relevant Parish Council and, in those Parishes where there is a Neighbourhood Development Plan in Place the relevant %age rises to 25%. **Action:** Clerk to query with MVDC whether the District Council might agree to allocate a 25% share to those parishes who, with the full agreement of MVDC have decided that given the criteria set out in the Mole Valley Local Plan and Core Strategy that there is no rationale for investing considerable time, effort and money in producing a Parish Neighbourhood Development Plan. Clerk to submit a “no disagreement”, no comment response to the consultation.

## 8. Finance

- (267) The following **Accounts for Payment** were approved:

- (i) Netherne Printing £100.00;  
(150 walk booklets)
- (ii) Design Lynx £65.52 incl. £10.92 Vat;  
(two new pages within PC section of village website)
- (iii) Lamps and Tubes Illuminations £82.80 including £13.80 Vat;  
(six spare bulbs for uplighters – floodlights to the church)
- (iv) Buckland Parochial Church Council £80.00  
(contribution to cost of electricity re floodlights to the church)
- (v) St Mary’s Buckland Reading Room Account £60  
(10<sup>th</sup> December 2012, 14<sup>th</sup> January, 11<sup>th</sup> March 2013)
- (vi) Universal Supplies £12.26 incl. £2.04 Vat  
(two bags post mix: relating to repairs to street bench on village green)
- (vii) Sherlock Funeral Services £264.00 incl. £44 Vat;  
(cleaning the War Memorial)
- (viii) Buckland Nurseries £65.00 incl. £10.83 Vat  
(replacement tree and related ancillaries on village green)
- (ix) Sheena Boyce £49.01.  
(reimbursement for council running expenses)

- (268) A request for a £200 donation had been sent by St Catherine’s Hospice. **Action:** Clerk to write to express regret that the precept is insufficient to support donations.

## 9. Formalities

- (269) MVDC Democratic Services had issued a **revised Code of Conduct and Arrangements** for dealing with standards allegations under the Localism Act 2011 (“Arrangements”). The revisions reflect a number of changes recommended by the MVDC Scrutiny Committee and adopted by MVDC and a paper setting out the changes, rationale for the changes, and a draft Buckland Code of Conduct incorporating the changes had been circulated to Councillors. Councillors approved the updated Buckland Code of Conduct and noted the updated Arrangements, both now reflecting the changes adopted by MVDC. **Action:** Clerk to circulate updates.

- (270) Councillors had been provided with up to date **Buckland Parochial Charity** financial information in the form of the latest published accounts for the year to 30th September 2012, as recently lodged with the Charity Commission. It was noted that Mrs. Ianthe Cox, Clerk to the Parochial Charity had been invited to deliver a short report to next month’s Annual Parish Meeting.

- (271) While Councillors had approached a number of residents to highlight the **vacancy** on the Parish Council a firm expression of interest had yet to be received. **Action:** Cllr Husband to include encouragement within the Chairman's Report to be given at the Annual Parish Meeting.

## **10. Highways, Transport and Rights of Way**

- (272) The five parishes within Dorking Rural who had agreed to form a "**Dorking Rural Highways Hub**" had agreed to Buckland's request to become a hub member, albeit subject to specifying a small task for the forthcoming financial year. The task agreed is to undertake a modest amount of vegetation work alongside the highway to supplement the works that will be completed by Surrey Highways. **Actions:** Cllr Steed to attend the Hub Meeting on 15<sup>th</sup> March and to liaise with the Clerk to ensure sufficient detail is provided with respect to the task identified for inclusion in the bid.

### **Decluttering Initiative**

- (273) On Friday 1<sup>st</sup> March 2013, Cllr Steed, Cllr Pryor and the Clerk had met with Anita Guy and Peter Shimadry (Surrey Highways) to progress this initiative and, in particular to establish the extent of SCC Highways support for proposals set out in the draft "**Decluttering Policy**". A list of draft proposals was agreed and the next step will be for local consultation to be undertaken. **Actions:** Cllr Steed and the Clerk to launch a consultation and to produce a post consultation list of recommendations in time for the next Parish Council Meeting.

- (274) The Clerk had joined Betchworth Parish Councillors at a meeting with Mr Nicolas Jarousseau ("NJ"), the General Manager at **Hartsfield Manor** to discuss difficulties some visitors appear to be having locating the venue. NJ expressed his view that drivers failing to locate Hartsfield Manor need more directional signs to be installed. Buckland's approach to minimising unnecessary signage was explained to NJ.

NJ was advised that as drivers appear able to find their way to Sandy Lane but confuse Sandhills with Hartsfield Manor that the local belief is that the problem relates more to the shared postcode and the instruction on the De Vere website for visitors to use that postcode to locate the venue.

Consideration was given to the procedure for requesting a distinct postcode for Hartsfield Manor and NJ accepted an offer from Ian Wilson (Betchworth PC Chairman) to provide a paper for NJ to forward to his Head Office colleagues.

As an interim step Cllr Pryor had submitted a request to Google to include a destination point within the boundary of Hartsfield Manor. Google had responded promptly and this had enabled NJ to arrange for the De Vere Marketing team to update their website. It is hoped that the number of drivers straying into the private drive to Sandhills will shortly reduce and, in the interim NJ understands that neither Parish Council will currently support a request for additional directional signs.

NJ advised that he proposed to erect a new sign by the Lodge at the entrance to Hartsfield Manor. NJ was asked to ensure that the design of any signs not only comply with advertising guidelines but would also be generally considered sympathetic to the venue's rural location and encouraged NJ, in addition to consulting with both Parish Councils prior to commissioning new signs to consult with their neighbours to seek their timely input to any proposals. Buckland Clerk had subsequently provided a copy of the relevant legislative guidance relating to signs and notices to NJ.

Following the decluttering meeting with SCC Highways, the Clerk had, with the prior agreement of NJ, provided his contact details to Anita Guy at Surrey Highways to facilitate a review of any approval process that had been followed for the brown directional sign currently installed in Sandy Lane.

- (275) Surrey Highways, having consulted with residents to identify the priorities for inclusion on a **2013-2018 Highways Maintenance Programme** (Project Horizon), had circulated a report setting out draft proposals. It was noted that a reply to Cllr Helyn Clack had welcomed the inclusion of the section of Old Reigate Road between Kiln Lane and the A25 but asked for the section of Old Reigate Road / Old Road between The Street and Sandy Lane to be reviewed for inclusion. The request had emphasised that this section of highway had suffered significant deterioration during the recent utility works as a consequence of traffic diverting from the A25.
- (276) It was noted that SCC Highways had announced the proposed conversion of advisory “Keep Clear” Zig-Zag markings to **mandatory markings outside schools** in Mole Valley Schools.
- (277) A GACC (**Gatwick Area Conservation Campaign**) briefing note setting out the impact of a new runway at Gatwick and a draft GACC response to the Government consultation on night flights had been circulated to Councillors. No action required.
- (278) It was noted that details of the route announced for the **Ride London** events to be held on Sunday 4<sup>th</sup> August 2013 had been highlighted to Councillors and included in a Parish Update.

## 11. Amenities

- (279) A vote of thanks was recorded for Cllr Pryor for fixing the new oak seat to the rustic bench on the village green and for planting the new “Paul Scarlet” Hawthorn tree. **Action:** Clerk to write to David Hogg at Buckland Nurseries to express appreciation for the keen pricing of the tree and sundries.
- (280) It was noted that Parish Updates had continued to include references to the recently announced changes to take effect at North Downs Primary School in September 2013. Cllr Potter expressed appreciation for the support with communications and advised that following articles in the Dorking Advertiser a number of Betchworth parents were requesting a further meeting.
- (281) News that the application to the SCC Mole Valley Local Committee for a grant of £2000 towards the refurbishment of the **War Memorial** had been approved was gratefully received.
- (282) Cllr Day had attended a presentation, given jointly by Surrey County Council (“SCC”) and BT, to provide an update on the county wide project to rollout Superfast Broadband.

Although **Superfast Broadband** is already scheduled to be rolled out to much of Surrey, many rural areas – including all homes and businesses served by the telephone exchange in Betchworth will only gain access to Superfast Broadband because of the intervention of SCC. The RH3 postcode is consequently referred to as an “intervention area”.

The aim of this joint SCC/BT project is to ensure everyone has access to superfast broadband by the end of 2014. The actual speed you will be able to secure will ultimately depend upon the distance from your home to the point at which your existing copper wire connects to the new fibre cable and upon the level of local usage. While the contractual minimum speed will be 15 megabytes per second some people may be able to access speeds of up to 80 megabytes per second.

The Betchworth telephone exchange is scheduled to be upgraded during autumn 2013 and properties that currently connect via BT “green boxes” will then be able to access Superfast broadband. Residents whose properties connect directly into the Betchworth exchange will need to wait until additional equipment is installed in Betchworth Exchange towards the end of 2014. **Action:** Cllr Day advised an intention to continue to lobby the Superfast Broadband team to bring forward the works needed within the Betchworth Exchange to enable all residents served from the Betchworth Exchange to benefit before the end of 2014.

## 12. Feedback from external meetings and events

(283) The Clerk had attended a meeting of the Mole Valley Clerks with the Chief Executive MVDC on Thursday 24<sup>th</sup> January 2013.

Andrew Bircher, Corporate Head of Service, Planning and Partnerships at MVDC, had tabled schedules setting out Developer contributions (generally referred to as section 106 payments) that had been levied on certain developments in Buckland since 2008.

The Clerk, having identified two relevant planning applications had co-ordinated the submission of two bids:

- (i) £957 towards environmental improvements – specifically the planned renovation of Buckland War Memorial;
- (ii) £1013 to fund an extension to the cricket square to support youth cricket at the village cricket club.

The bids, having received the support of both District Councillors had now been approved. The first amount of £957 is due to be paid across from MVDC before the end of March and it is hoped that the timeline for release of the second amount of £1013 will soon be confirmed.

(284) Cllr Westwell had started to attend meetings of the **Betchworth and Buckland Society** as Buckland Parish Council representative and had been able to draw upon his professional planning experience to provide some guidance to committee members.

(285) Cllr Pryor and Buckland resident Gaynor Day had attended the **SCC Countryside Access Rights of Way (ROW) training** on 12<sup>th</sup> February 2013. Both attendees had found the session informative and are now approved SCC Countryside Access volunteers.

(286) The Clerk had attended a **ROW** session aimed at Parish Councils on 26<sup>th</sup> February 2013 at which the current legislative framework and SCC priorities and constraints for managing Rights of Way were explained. The Clerk reported that an update had been provided to Jim Docking, our Rights of Way Officer.

## 13. Forthcoming meetings and events

(287) The Parish Council confirmed the next Meeting will be held at 8pm, in the Reading Room, on Monday 13<sup>th</sup> May 2013 and that subsequent meetings will be held on 8<sup>th</sup> July, 9<sup>th</sup> September and 11<sup>th</sup> November 2013 and on 13<sup>th</sup> January and 10<sup>th</sup> March 2014.

(288) The Annual Parish Meeting will be held at 7.30pm on Monday 29<sup>th</sup> April 2013 in the Reading Room, Old Road.

(289) Invitations had been received to attend Annual Parish Meetings at Capel (13<sup>th</sup> March) and Leigh (21<sup>st</sup> March). No-one able to commit to attend.

(290) Surrey and Borders Partnership NHS Foundation Trust had issued an invitation to send a representative to attend a “Connecting for a better life workshop” in Woking, between 10am and 1pm on Wednesday 20<sup>th</sup> March 2013. No-one able to attend.

(291) Deepdene Trail and Hope Mausoleum - guided visit for local councillors at 10.30am on Saturday 23<sup>rd</sup> March 2013. No-one able to attend.

(292) The Local Forum of Parish Councils will next meet in Brockham at 7.30pm on Thursday 18<sup>th</sup> April 2013. Cllr Husband to attend.

(293) The SALC (Surrey Association of Local Councils) Forum will be held at Dorking Halls, between 0930 and 1500 on Tuesday 21 May 2013. No-one able to attend. It was noted that details of 2013 meetings and training had been circulated to Councillors.

(294) Kevin Hurley, Police and Crime Commissioner for Surrey will attend the 11<sup>th</sup> June meeting of the Society of Clerks. Cllr Pryor and the Clerk will attend.

There being no other business the meeting closed at 10.25 pm.

**Sheena Boyce, Clerk**

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