

## **Buckland Parish Council**

Draft Minutes of the Council Meeting held at 8pm on Monday 12<sup>th</sup> March 2018  
in the Reading Room, Old Road, Buckland.

### **Present:**

Cllrs Husband (Chairman), Bourke, Cox, Horden, Jones, Pryor and Steed and the Clerk.

### **In attendance:**

Mole Valley District Council (MVDC) Cllr Paul Potter.

### **1. Apologies for Absence**

(332) Cllr Bourke.

### **2. Declarations of Interest**

(333) None.

### **3. Requests for Dispensation**

(334) None.

### **4. Minutes**

(335) Minutes of the Meeting held on Wednesday 31<sup>st</sup> January 2018 were agreed and signed by the Chairman as a true record.

### **5. Open Forum**

(336) The Chairman extended a warm welcome to District Cllr Paul Potter who, having completed two four-year terms as one of two District Councillors for the ward of Buckland, Betchworth and Brockham had decided not to stand for re-election on 3<sup>rd</sup> May 2018. Council recorded a vote of sincere appreciation for the commitment Cllr Potter has made to Buckland during his term and for his diligent presence at Parish Council and Annual Parish meetings.

(337) Cllr Potter thanked Buckland Parish Council for the co-operation and support given to him during his tenure and expressed his hope that his successor will also wish to work closely with the parish councils.

### **6. Planning**

#### **Amended Planning Applications**

#### **Buckland**

(338) SCC Ref 2017/0143: (MO/2017/1797): The development of Buckland Park Lake comprising: 1) a café with associated terrace and disabled parking; 2) outdoor activity centre comprising mobile units; 3) observation pavilion; 4) entry kiosk; 5) two bird hides; 6) a picnic lawn with steps; 7) children's playground area; 8) car park; 9) water tank/pond; 10) floating pontoon. All for public use in association with the approved water-based recreation and proposed land-based outdoor recreation after use, of the former silica sand quarry, known as Park Pit at Reigate Road, Buckland, Surrey, RH3 7BE. Council reviewed the amendments to this application and resolved to (i) withdraw its objection conditional upon any permission granted being made subject to conditions relating to permitted development rights and noise control and (ii) submit an amended appendix of supporting evidence. **Action:** Clerk

Council, having considered the following planning applications **resolved** not to submit any comments to MVDC:

(339) MO/2018/0292: Erection of single storey rear extension and front entrance porch at Poplars, Reigate Road, Buckland, Betchworth, Surrey, RH3 7EB

- (340) MO/2018/0204: Discharge of conditions 3,4,7 and 9 of approved planning application MO/2017/0832 for erection of a two storey detached replacement dwelling at Garden Cottage, Sandy Lane, Buckland, Surrey, RH3 7EB.

### **MVDC Planning Notifications**

#### **Buckland**

- (341) MO/2017/2137: Outline application for the consideration of scale in respect of the erection of 1 No. replacement dwelling at Buckland Heights, Buckland Hill, Buckland, Tadworth, Surrey, KT20 7HZ. Approved with conditions.

#### **Betchworth**

- (342) MO/2017/2272: Relocation of existing access from Station Road to the A25 Reigate Road and formation of replacement opening together with new access drive to existing vehicle renovation business at Sunny Banks Farm, Station Road, Betchworth, Surrey, RH3 7BZ. Withdrawn.
- (343) MO/2016/1479: Retrospective application for change of use of outside area to storage (B8) for recycling materials awaiting collection; wood pallets awaiting collection or in process of being shredded. Install 4 No. storage containers in yard to store inbound goods at peak times at Unit B, Buffer Depot, Station Road, Betchworth, RH3 7BZ. Refused.

### **MVDC Planning Policy**

#### Future Mole Valley – a new Local Plan for Mole Valley

- (344) Council noted that the MVDC Planning Policy team had advised that given the potential for the workstream focusing on “Modest Additions to Rural Villages” to be considered contentious that further consultation would not be undertaken until after the District Council elections on 3<sup>rd</sup> May 2018.
- (345) Council noted that links to the MVDC “Future Mole Valley website” had been published on the village website as a news item.

#### East Dorking Regeneration Masterplan

- (346) Cllr Pryor had, on Monday 5<sup>th</sup> February, attended the initial meeting of a Community Reference Group, to hear MVDC outline the aims and objectives of this Future Mole Valley workstream.
- (347) Cllr Pryor, having circulated a draft response to Cllrs, had submitted a short feedback questionnaire to the project team for consideration as the Masterplan is being developed.
- (348) Cllr Pryor had been due to attend the second (and final) meeting of the Group on 28<sup>th</sup> February 2018 to gain an insight into the proposals to be put forward to the MVDC Executive for approval. Council noted the meeting had been deferred to 15<sup>th</sup> March 2018 and appointed Cllr Cox (as alternate to Cllr Pryor) to attend as Council’s representative.

#### Economic Prosperity Strategy

- (349) Council noted the response submitted to an invitation from MVDC to comment on a draft Economic Prosperity Strategy. Whilst Council did not disagree with either the long-term vision or strategic priorities it had queried how MVDC proposes to assess performance against the broad priorities set for the initial 12-month period.

### **National Planning Policy Framework**

- (350) Council noted the launch of a consultation on the revised text of the National Planning Policy Framework and the 10<sup>th</sup> May 2018 closing date for responses. **Action:** All Cllrs, having reviewed the documentation, to provide sufficient feedback to the Clerk to enable the Clerk, having consulted with the Chairman, to prepare a draft response (if appropriate) for circulation and subsequent submission.

## 7. Highways, Rights of Way and Transport

- (351) Council, having reviewed the highways updates to be tabled at the SCC Mole Valley Local Committee Meeting on 14<sup>th</sup> March 2018, noted that the section of the A25 between Tranquil Dale and Lawrence Lane remains “on the Project Horizon list of roads for consideration in future years”, having failed to be prioritised for 2018/19. **Action:** Clerk to ask Cllr Clack to seek clarification (at the forthcoming meeting on 14<sup>th</sup> March 2018) as to why maintenance of this dreadful stretch of busy A road has been deferred and to repeat the previously expressed concern re the unacceptable state of the A25 between Lawrence Lane and Chesterfield Park.
- (352) Cllr Clack had issued a SCC Highways invitation to Parish Councils to nominate sections of B and C category roads in need of maintenance to reverse damage that can be attributed, in whole or part to the adverse winter weather. Council resolved to nominate the section of Old Road (a category D road) between the driveway to The Cop and the water hydrant in the verge on the nearside of eastbound traffic. **Action:** Clerk to submit the nomination for this section of D category road with a rationale to support a waiver of the specified criteria.
- (353) Council noted Heathrow Airport had launched a “**Heathrow expansion public consultation**” that comprised two parts; one that focused on the physical changes on the ground needed to build a new north west runway and operate an expanded airport and a second part that considered potential principles that the Airport management could apply when designing the new airspace required for an expanded airport. Council noted that Cllrs Steed and Cox, having each reviewed the consultation papers, had concluded that this particular consultation did not require a response from Council.

## 8. Amenities and Events

- (354) On Sunday 4<sup>th</sup> March, between 10am and 1pm, responding to invites published in the parish magazine and issued via the village email group, 17 adults and 5 children joined a “**Great British Spring Clean**” Spring Village Tidy.

The volunteers

- tidied the area around Rectory Lane Bridge, digging channels to aid drainage into the stream and clearing large quantities of mud from the road;
- removed large quantities of mud from the pavement opposite the Shell service station and digging channels to aid the flow of water from the pavement into the surface water drains and stream;
- cleared leaves and weeds from the bus shelter and adjacent bench in Old Road and from around the Reading Room; and
- collected 15 bags rubbish that included tins of paint, a television and bricks in addition to the more usual wheel hub caps, coffee cups, snack wrappers and fast food packaging.

Votes of appreciation were recorded for the efforts of the volunteers, MVDC who supplied equipment to support the event and collected the bagged litter on Monday 5<sup>th</sup> March and to Alan Horden for assisting with the disposal of vegetative waste.

- (355) Council recorded a note of appreciation to Martin Boyce for painting the public bridleway sign at the junction of Dungates Lane and Old Road.
- (356) Cllrs reviewed arrangements for this year’s **Annual Parish Meeting** on 19<sup>th</sup> March 2018. Apologies were noted from Cllrs Horden, Pryor and Steed. **Action:** All to aim to arrive shortly after 7pm to prepare for a 7.45pm start time. Cllr Husband and the Clerk to liaise to finalise Chairman’s address.
- (357) The Clerk advised that, weather permitting, it would be reasonable to expect up to (two) cuts of the **village green** to be completed before the end of March. **Action:** Clerk to liaise with Burleys and to arrange for a cheque to be issued upon receipt of an appropriate invoice for up to two cuts.

## 9. Formalities

- (358) The Mole Valley Neighbourhood Police Team had advised that since the January meeting **reported crimes** in Buckland had included the theft of items from a garden in Buckland and one occurrence of speeding.
- (359) Council noted receipt of a briefing note from **Surrey Police** advising their intention to establish a new Headquarters for Surrey Police and a central hub for some Surrey based operational functions such as roads policing and armed response, most probably in the Leatherhead to Dorking corridor. The plans envisage the sale of Mount Browne (Guildford), Woking and Reigate to partly fund the new development and retention of Guildford and Staines Police stations. No changes are currently envisaged to either the area policing or safer neighbourhood teams.
- (360) Council noted that Cllrs had been provided with a copy of **Buckland Parochial Charity's** latest published accounts for the year to 31<sup>st</sup> December 2017, as lodged with the Charity Commission.
- (361) Council noted a request from MVDC Democratic Services seeking nominations for the two positions on the **MVDC Standards Committee** for Parish Council observers. Council resolved to extend its support to each of the two current representatives if they are willing to continue in their respective roles. **Action:** Clerk to advise MVDC.
- (362) The Clerk had circulated numerous NALC updates relating to **GDPR** and new **Data Protection** legislation and proposals for work that will need to be undertaken by Design Lynx to ensure the village website is compliant before the 25<sup>th</sup> May 2018 commencement date. Council approved the proposals and agreed, given Data Protection will be a key item on the agenda, it would be appropriate for the Clerk to attend the Society of Local Council Clerks (SLCC) 2018 Regional Training Update in Uckfield on 21<sup>st</sup> March 2018. Council welcomed the Clerk's advice that SLCC hopes to circulate straightforward guidance to the new rules, tailored to small parish councils before the end of March.
- (363) Council noted that having reviewed the respective programmes and costs, a representative had not attended either the **Surrey Association of Local Councils (SALC) Spring Conference** or the **Surrey's Rural Economy Conference**.
- (364) Council resolved to decline an invitation received from South and South East in Bloom, the local regional panel of **Britain in Bloom** encouraging Parish Councils to seek accreditation.
- (365) A briefing note issued by the recently formed **Surrey Community Housing Partnership**, newsletters issued by the **Surrey Hills Society, Surrey Police** and **Surrey ALC** and weekly updates from **NALC**, that had included an invitation to Cllrs to respond to a consultation reviewing ethical standards in local councils, had been circulated to Cllrs.

## 10. Finance

### Account Payments and Receipts

- (366) Council **resolved** to approve the following payments:
- St Mary's Buckland Reading Room Account £80.00,  
8<sup>th</sup> January, 31<sup>st</sup> January, 12<sup>th</sup> March, and 19<sup>th</sup> March 2018;
  - Buckland Parochial Church Council £80.00,  
Contribution towards the cost of electricity re floodlights to the church;
  - SLCC Enterprises Limited £90.00 including £15.00 Vat,  
Regional Training Seminar;
  - Sheena Boyce £13.12,  
Council expenses including £9.32 postage;
  - Sheena Boyce £536.80,  
Additional hours employed, paid by reference to standard hourly rate SCP25.

- (367) Council noted that a donation of £30, generated through the sale of walk booklets had been credited to the Parish Council bank account since the meeting held on 31<sup>st</sup> January 2018.
- (368) A letter to HSBC requesting an update to the Standing Order was duly signed to transfer monthly payments of £584.55 (1<sup>st</sup> month £584.62) to the Clerk for the 2018/19 financial year on the 20<sup>th</sup> day of each calendar month. It was noted that the:
- (i) Clerk's pay for 2018/19 is calculated by reference to NALC SCP25 (£12.013), on the basis of 9.5 hours per week and includes an allowance for accrued leave entitlement and home working;
  - (ii) Clerk had opted out of the working time directive for the 2018/19 financial year; and
  - (iii) payments include re-imbursement of £6.95, including £1.16 vat, per month, being paid by the Clerk, to Virtual Landline for the Parish Council telephone number and associated call forwarding and messaging service.
- (369) It was noted that the following payments would fall due at the start of April:
- (i) Design Lynx Limited, £493.20 including £82.20 Vat, comprising £210 for domain hosting, web space, disk space and bandwidth for 2018/19 and £283.20 for work to be undertaken to comply with GDPR and Data Protection Act 2018;
  - (ii) Surrey ALC Ltd £181.75; Annual Fee for National Association of Local Councils (NALC) (£33.48) and the Surrey Branch of NALC (SALC) (£148.27) for 2018/19;
- Action:** Clerk to arrange for cheques to be issued upon receipt of appropriate invoices.
- (370) It was noted that Cllr Steed had verified the bank balances entered on the bank reconciliation against the bank statements, initialled both documents, and had confirmed that no exceptions had been identified in the transactions reported since 31<sup>st</sup> January 2018.

## 11. Forthcoming Meetings

- (371) The **Parish Council** confirmed that next full Council Meeting will be held on Monday 14<sup>th</sup> May 2018 and that subsequent meetings are scheduled to be held on 9<sup>th</sup> July, 10<sup>th</sup> September and 12<sup>th</sup> November 2018 and on 14<sup>th</sup> January, 11<sup>th</sup> March, 13<sup>th</sup> May, 8<sup>th</sup> July, 9<sup>th</sup> September and 11<sup>th</sup> November 2019.
- (372) Cllr Cox will attend a meeting of the **East Dorking Regeneration Masterplan Community Reference Group** on Thursday 15<sup>th</sup> March 2018.
- (373) Cllr Pryor will attend a meeting of the **Surrey Hills Byways Working Group** on Friday 15<sup>th</sup> June 2018.
- (374) A **Village Pond Clearance**, to be led by Reigate Area Conservation Volunteers, is to be held on Sunday 2<sup>nd</sup> September 2018.
- (375) The **2018 Annual Parish Meeting** will be held on Monday 19<sup>th</sup> March 2018.

There being no other business the Chairman declared the meeting closed at 9.55pm.

**Sheena Boyce, Clerk**

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