

BUCKLAND PARISH COUNCIL

Minutes of a Meeting held at 8pm on Monday 9th November 2015 in the Reading Room, Old Rd, Buckland.

Present: Cllrs Day, Horden, Husband, Inwood, Pryor, Steed and Westwell and the Clerk. District Councillor Paul Potter attended for items 1-10.

1. Apologies for Absence

(186) County Councillor Helyn Clack.

2. Declarations of Interest

(187) None.

3. Requests for Dispensations

(188) None.

4. Minutes

(189) Minutes of the Meeting held on 14th September 2015, were agreed. Cllr Husband signed the minutes as a correct record.

5. Community Police Report

(190) It was noted that PCSO Sadler had, since the September meeting supplemented the information previously provided; confirming that while the cannabis warning had been issued in Buckland it had been to a driver passing through the village and advised that while the two pedal cycles taken had been locked together that they had been stored in an open outhouse.

(191) PCSO Sadler had emailed crime statistics for 4 crimes reported to have occurred in the locality between 14th September 2015 and 6th November 2015. The crimes comprised the burglary of a detached house during daylight hours, the burglary of a garage, one theft (overnight) of tools from a van and one make off without payment from the Shell garage.

(192) Cllr Husband advised he had received a telephone call shortly before leaving for the meeting from Mary Davidson advising they had returned home from a short break to discover an outbuilding had been burgled and valuable power tools stolen. It was noted that any resident in Mole Valley can request a Crime Prevention visit, that a page on the village website had been published and submitted to the editor of the Parish Magazine for possible inclusion in the December issue.

(193) Cllr Steed expressed concern that there is often a significant delay between the occurrence and notification of crimes and accompanying advice to the Parish Council.
Action: Clerk to share concern to Inspector Hamlin.

6. Open Forum

(194) It was noted that a number of local residents had started to express concern about “decreasing broadband speeds” and several others had been advised by their Internet Service Providers (one of which being BT) that they cannot be provided with a faster fibre service. It was agreed to undertake an information gathering by seeking to map broadband speeds across the parish. **Action:** Clerk. Council accepted Cllr Day’s offer to support the Clerk.

(195) Council noted an advisory white line, across the entrance to Yewdells Close had recently been refreshed. **Action:** Clerk to write to SCC Highways to request consultation with the Parish Council prior to any works orders being raised to install new traffic signs or road markings within the Parish.

- (196) Rectory Lane resident, Graham Woolfenden (“GW”), had contacted the Clerk to express concern about traffic speeding past the vehicles parked outside homes in Rectory Lane. Cllr Steed had visited GW, discussed his concerns and encouraged him to submit a request to SCC Highways for a safety review of this section of the highway.

Cllr Steed had suggested to GW that he forward a copy of any request he submits to SCC Highways to the Clerk to be brought before Council.

Council, having considered the concerns expressed and input from Cllr Steed concluded that if a request from resident(s) was to be submitted to SCC Highways that Council would support a proposal for a 30mph speed limit to be introduced along that section of Rectory Lane between its junction with the A25 and the garages immediately beyond 10 Rectory Lane. No action required pending notification a request has been submitted.

7. Planning

New Planning Applications

- (197) MO/2015/1744/PLAH: Extension to replace current glazed wing, new open porch and replacement upvc windows at The Former Potting Shed, Beechwood, Dungates Lane, Buckland, Surrey. RH3 7BD. Council queried the proposed use of Welsh slates and concluded, following careful consideration, its preference was for MVDC to include a condition to require the use of red clay tiles. **Action:** Clerk, when responding, to refer to the more usual choice of red clay tiles and to include photographs taken from public bridleways 467 and 464 to highlight the potential impact of the proposed scheme.
- (198) MO/2015/1390/PLAH Erection of a single storey extension at April Cottage, Old Road, Buckland, Surrey, RH3 7DY. It was noted that this application had been re-validated following the submission of additional drawings and detailing. Council, having reviewed the new information, expressed concern that MVDC, when validating the application had, for a second time, failed to ensure sufficient context was present to allow third parties (including Council) to understand the impact of the proposal on neighbouring properties. **Action:** Clerk to write to express Council’s concern and to emphasise to MVDC the need for MVDC to ensure an appropriate balance is struck between meeting the needs of the applicant’s family and safeguarding the amenity of the neighbour.

MVDC Planning Notifications

The following Local Planning Authority decisions were noted:

- (199) MO/2015/1371/PLAH Erection of a 1.7m high fence on top of existing wall on rear boundary with A25 at April Cottage, Old Road, Buckland, Surrey, RH3 7DY. Approved with conditions.
- (200) MO/2015/1390/PLAH Erection of a single storey extension at April Cottage, Old Road, Buckland, Surrey, RH3 7DY. Initial application de-registered pending re-validation upon receipt of “missing” information.
- (201) MO/2015/1619/CAT Remove one branch from a Beech tree that leans over boundary with Broom Perrow Cottage and reduce and thin remainder by 25% at Little Perrow, Old Road, Buckland, Surrey, RH3 7DY. No objections.
- (202) MOA/2015/0064/PLA: Conversion of stables to 1 No. residential unit. (Resubmission of MO/2013/0676) at Little Buckland Corner, Reigate Heath, Reigate Road, Buckland. RH2 8QP. Approved with conditions.

Planning and Licensing Consultations

- (203) It was noted that **Buckland Liaison Group** had met on 16th October 2015 and that draft minutes had since been circulated, posted on the village website and displayed on the Noticeboard opposite the village shop. Cllr Husband and the Clerk had attended the meeting and would be attending the next meeting – date to be confirmed as either Friday 4th December 2015 or Friday 8th January 2016.

- (204) The Clerk advised that following an email exchange (dated 9th November) between Hanson and SCC Planning team it would seem reasonable to expect a consultation period to commence during November and conclude during December, in time for the application to be included on the Agenda for the meeting of the Planning and Regulatory Committee due to be held on 6th January 2016. **Actions:** Clerk to circulate Councillors with a link to the consultation documents upon its launch. In the event the information matches expectation Clerk instructed, subject to first consulting with Councillors, to submit a “No objection” response. Should any residual or new concerns be identified Clerk, subject to consultation with Councillors to submit a response setting out those concerns with a request for appropriate conditions to be set by SCC when determining the application.
- (205) MVDC had recently advised plans to undertake an **Infrastructure Needs Assessment**. The MVDC Planning Policy team is asking local residents and businesses to tell them what improvements they think are needed to the physical things to help us all live and work in Mole Valley. Clerk advised a post had been published on the village website. **Action:** Clerk to submit a response from the Parish Council according a high priority to each of the items listed and to highlight the now current initiative to assess broadband speeds across the parish.
- (206) **MVDC Licensing** had circulated a Draft Gambling Act 2005 'Statement of Principles' for Mole Valley District Council for the period 2016-2019. Council noted receipt of the draft and had no comment.
- (207) It was noted that **Capel Parish Council** had recently written to The Secretary of State for Communities and Local Government to query whether they were right to believe MVDC should be giving more weight to locally expressed views when determining planning applications. Capel had circulated, for information, a copy of their submission and Government’s reply to all Mole Valley Parish Councils. Council, having considered the matter resolved to note the exchange and concluded no further action is required.

8. Highways, Transport and Rights of Way

- (208) It was noted that a **Vehicle Activated Sign** is now in position close to The Shell garage. SCC Highways had asked for feedback should it seem the unit is running short of power. The Clerk advised that the intermittent nature of the unit, especially on dull days had been reported and confirmed that SCC Highways had issued a works order to remove the redundant post from the verge near The Pheasant.
- (209) The Clerk drew Council’s attention to the **state of the pavements** through Buckland and encouraged Councillors to take every opportunity to ensure residents appreciate that both MVDC and SCC have advised they no longer have either the manpower or the funding to undertake regular work to keep the hard surfaced pavements alongside the A25 clear of organic debris. Council, having carefully considered the possibility of arranging *Council sponsored volunteer working parties* concluded that it would be very difficult to ensure the safety of the volunteers who would be working either within the highway (minor roads) or very close to the A25. **Action:** All to encourage residents to submit requests to MVDC for street cleaning of the hard surfaced pavements and those sections of minor roads without separate pavements. Chairman to ask the local community at the 2016 Annual Parish Meeting whether they would prefer the Parish Council to raise the parish council precept for 2017/18 to fund work to improve the state of the pavements.
- (210) The **East Surrey Rural Transport Partnership** had asked the Parish Council for help to publicise the services they offer to Buckland residents. A dedicated page had been established on the village website and its addition been highlighted in a parish update.

9. Amenities

- (211) Council noted the satisfactory completion of the project to renew the **post and rail fencing alongside the A25**, between the pedestrian crossover and the footpath across the village green. Council had employed Thamesway Contractors to install the new posts and to apply paint to the posts and rails and recorded votes of thanks for Paul Manwaring, our local Highways Maintenance Engineer for helping to arrange the permit required to allow the works to proceed and for completing the site inspections and to Kevin Shilling at SESW for providing statutory drawings to our contractor.
- (212) The Clerk advised Burleys would be completing one further grass cut during the first half of November and that a quote had been requested to edge the maintained areas during the winter period. Council instructed the Clerk to authorise the edging work, subject to the quote not being significantly more than the cost for the comparable task incurred during last year's dormant period.
- (213) It was noted that Simon Elson had agreed to schedule time during December to commence a **review of the 2011-2016 Management Plan for the Village Pond and Green**. Council affirmed the need for the plan to include the adjacent village green and to consider any work that may be required to trees on the Green.
- (214) It was noted that the willow tree had "broadened" during this year's growing season. **Action:** Clerk to contact Duncan Green (DG Trees) with a request he recommend when he believes the willow tree will next need to be pruned. Clerk to ask Duncan to refresh the quote he prepared a year ago to remove the sycamore tree growing in the highways verge between the bus shelter and Notice Board at the top of Old Road.

10. Other initiatives

SALC and Surrey Police

- (215) The Surrey Association of Local Councils ("**SALC**") had advised regular meetings are now scheduled between Trevor Leggo and Anne Bott (SALC) and Surrey Assistant Chief Constable Gavin Stephens. SALC hope to be in a position to brief parishes on any future changes and/or initiatives and to raise matters of concern with ACC Stephens. To this end SALC had asked parishes to ensure they inform them of any matters and/or concerns.
- (216) SALC had advised Surrey Police plan to hold a meeting early in the New Year to provide an update on their "Policing in your Neighbourhood Project". Council accepted Cllr Steed's offer to represent Council. **Action:** Clerk to liaise with Cllr Steed upon receipt of a meeting invitation.

Water Company Initiatives

- (217) The Clerk had recently attended a Stakeholder Open Day at the Sutton and East Surrey Water (SESW) Bough Beech Reservoir and Treatment Works and circulated details of a similar Public Event to the Email Group. Another Open Day is planned for spring 2016 and, once the date has been confirmed details will be posted on the village website.
- (218) The Clerk had accepted an invitation to join the **SESW Customer Scrutiny Panel** and attended an initial meeting at the end of October. She advised a page had since been established on the village website to highlight key offers and items of potential interest to local residents and businesses. The Panel is next due to meet at the end of January 2016.
- (219) New legislative measure will make waste water companies responsible for many sewage pumping stations commissioned prior to July 2011 and currently in private ownership. It was noted that Thames Water, our local service provider had launched a campaign, "**Hunt the Pump**" to try to locate all the pumps they will, from next October become responsible for. The campaign had been highlighted to the village via parish updates.

- (220) Cllr Pryor had represented Council at the **Surrey Association of Local Councils (“SALC”) AGM** and Cllr Pryor and the Clerk had attended the joint **SALC and SCC Annual Conference** at Dorking Halls. Update presentations from the local fire service and police had been interesting as was an update from SCC on a joint initiative between Surrey, East Sussex and West Sussex to bid for more power to be devolved to the region. Council noted that an update from Jason Russell, SCC Highways had included a statement that whilst 2016/17 budgets had yet to be finalised for Highways Localism work that given ongoing financial pressure applications for fully funded tasks were likely to be turned down.
- (221) It was noted that apologies had been submitted to the **Dorking and Leatherhead Citizens Advice Bureau Annual Public Meeting** (17th November 2015) and the Surrey Hills Society AGM (21st November 2015).
- (222) It was noted that Autumn newsletters issued by the **Surrey Hills Board, Surrey Hills Society** and **SALC**, minutes of a recent meeting of the **Surrey Hills Off Road Working Group**, an update from the **East Surrey Rural Transport Panel** and **Surrey Police Stakeholder Bulletins** (issued each month by Chief Constable Lynne Owens), had been circulated to Councillors and key information passed to the village webmaster for posting on the village website.

District Cllr Paul Potter left the meeting.

11. Finance

- (223) A Full Year Forecast comparison versus Budget for the 2015/16 Financial Year had been circulated to Councillors since the last meeting. The forecast was reviewed as was the progress made to deliver the running list of expenditure proposals. **Actions:** Clerk to prepare and circulate a Draft 2016/17 Budget in advance of the January meeting together with an updated list of assumptions and explanatory notes. Clerk to include the lifting and relaying of the granite setts extending from the War memorial towards the driveway to the Towered Barn in the list of potential projects and maintenance to a section of the setts on the north east side of Rectory Lane to include an adjustment to the camber of the road surface to reduce the current ponding and aid run off into the nearby surface water gully that serves the pond.

Account Payments and Receipts

- (224) It was noted that a payment for £2874.00 had been issued, in accordance with minute 2015:165 to Thamesway Contractors Limited for the work undertaken to replace the concrete posts, install new cast iron posts and to paint the installed posts and rail. The payment had included £479.00 Vat.
- (225) The following payments were approved:
- (i) Burley and Sons Limited £172.63 including £28.77 Vat,
Two cuts of the grass during September 2015.
 - (ii) SSALC Limited £36.00 including £6.00 Vat,
Cllr Pryor and Clerk attendance at Joint SALC/SCC Annual Conference.
 - (iii) Burley and Sons Limited £172.63 including £28.77 Vat,
Two cuts of the grass during October 2015.
 - (iv) Buckland Reading Room £120,
Meetings held between 1st April 2015 and 9th November 2015.
 - (v) Surrey Hills Society £25.00,
Renewal of membership for 12 months from 1 December 2015.
 - (vi) Sheena Boyce £104.06,
Mileage £59.15 and £44.91 council expenses.

- (226) It was noted that Cllr Day had verified the bank balances entered on the bank reconciliation against the bank statements and confirmed that no exceptions had been identified in the transactions reported since the last meeting.
- (227) Council approved the submission of a claim drafted for submission to the Transparency Claim Fund. **Action:** Clerk to submit the claim via Surrey ALC and, subject to consultation with Councillors, to amend the submission should any detail be queried and require a response prior to the January meeting.
- (228) Council noted that a claim had been submitted to HMRC to seek a refund of the £2,334.18 VAT incurred between 1st April 2015 and 31st October 2015.

12. Forthcoming Meetings

- (229) The **Parish Council** confirmed that next full Council Meeting will be held on Monday 11th January 2016 and that subsequent meetings are scheduled to be held on Monday 14th March, 9th May, 11th July, 12th September and 14th November 2016.
- (230) Cllr Pryor will attend the GACC AGM on Friday 13th November 2015.
- (231) Cllr Steed will attend the Mole Valley Rural Crime Panel (in place of Cllr Pryor) on Wednesday 18th November 2015.
- (232) The Clerk will attend a meeting of Mole Valley Clerks at Pippbrook on Tuesday 24th November 2015.
- (233) Cllrs Day, Pryor, Steed and Westwell will attend the MVDC Planning Seminar at Pippbrook at 7pm on Wednesday 25th November 2015.
- (234) Cllr Husband and the Clerk will attend the next meeting of the Buckland Liaison Group.
- There being no other business the meeting closed at 9.30pm.

Sheena Boyce, Clerk

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