

**MINUTES of a Meeting of Tatsfield Parish Council held on the 12<sup>th</sup> December 2022 in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield TN16 2AG commencing at 8.00 p.m.**

**Present:** Ms Kim Jennings (in the chair)  
Mr David Pinchin (arrived at 8.10pm) Ms Alex Davies Mr Ian Hayman (arrived at 8.12pm)  
Mr Jason Syrett Mr John Rand

**In Attendance:** Samantha Head (Clerk)  
Cllr Martin Allen (TDC)

And 1 parishioner

The meeting commenced at 8.04 pm

Before the meeting started, Kim Jennings shared the sad news that Ali McLeod had passed away earlier in the week. Ali was well-known in Tatsfield, particularly as he had received the Queen's Medal for Bravery during his time in the Police. The Parish Council sent its condolences to his widow, Helena.

### **1. APOLOGIES**

3668/1222 Ashley Clifton had sent his apologies. These were received and accepted by members.

### **2. DECLARATIONS OF INTEREST (relating to items on the agenda)**

3669/1222 Jason Syrett declared an interest in item 13a – Tatsfield Green – Boundary Dispute.

3670/1222 Ian Hayman declared an interest in item 9b – Planning – applications TA/2022/1217 and TA/2022/1336.

### **3. Approve and sign the MINUTES of the previous meeting held on 14<sup>th</sup> November 2022**

3671/1222 It was resolved that the minutes reflected a true and accurate record of the meeting held on 14<sup>th</sup> November 2022. They were duly signed by the Chair.

### **4. Receive and accept the MINUTES of the Finance Committee meeting held on 31<sup>st</sup> October 2022**

3672/1222 It was resolved to receive and accept the minutes of the Finance Committee meeting held on 31<sup>st</sup> October 2022.

### **5. Receive and accept the MINUTES of the Finance Committee meeting held on 28<sup>th</sup> November 2022**

3673/1222 It was resolved to receive and accept the minutes of the Finance Committee meeting held on 28<sup>th</sup> November 2022.

### **6. Receive and accept the MINUTES of the Neighbourhood Plan Steering Group meeting held on 11<sup>th</sup> October 2022**

3674/1222 It was resolved to receive and accept the minutes of the Neighbourhood Plan Steering Group meeting held on 11<sup>th</sup> October 2022.

### **7. Public Participation**

- It was queried why additional gritting had not been carried out during the previous week.
- A parishioner queried that garden waste had not been collected that morning.
- A suggestion was made to initiate a warm hub, serving teas and coffees, for those in the parish that might have need of it.

### **8. Officer's report**

- The Clerk confirmed that she had submitted the annual return for the KEVII Memorial Garden.
- The Clerk noted that HMRC had paid the Vat reclaim for 01/04/2022-30/09/2022 - £3383.54.
- Jonnie Panther had responded to the PC's thanks for the help in repairing the VH gate to say that it was in fact another parishioner who had facilitated this. The Clerk confirmed that she had subsequently emailed him to express the PC's thanks.

### **9. PLANNING:**

#### **(a) Planning Team for December: Jason Syrett and David Pinchin**

3675/1222 It was resolved that the planning team for December would be Jason Syrett and David Pinchin.

(b) To determine the Parish Council's position on Appendix A:

It was noted that Ian Hayman had not been involved in the planning team for this month (as per the minutes of the November meeting) and instead the planning report had been produced by Ashley Clifton and Jason Syrett.

**TA/2022/903 Highfield, Clarks Lane, Tatsfield TN16 2EL**

Erection of dormer to rear roof slope and three rooflights to front roof slope in connection with conversion of resultant loft space to habitable accommodation. Retention of existing balcony area and erection of privacy screen. (Part retrospective) (Amended plans and description)

This property is within the Green Belt, outside the defined village. This application mirrors the proposal made by the adjoining property ref TA/2022/904.

3676/1222 Comment: No comment

**TA/2022/904 Meadow View, Clarks Lane, Tatsfield TN16 2EL**

Erection of dormer to rear roof slope and three rooflights to front roof slope in connection with conversion of resultant loft space to habitable accommodation. Retention of existing balcony area and erection of privacy screen. (Part retrospective) (Amended plans and description)

This property is within the Green Belt, outside the defined village. This application mirrors the proposal made by the adjoining property ref TA/2022/903.

3677/1222 Comment: No comment

**TA/2022/1079 19 The Square, Paynesfield Road, Tatsfield TN16 2AS**

Erection of an outbuilding. (Certificate of Lawfulness for a Proposed Use or Development)

**Planning history:** Previous application ref. 2020/1561 for demolition of garage and rear extension, erection of two storey side extension (granted Nov.2020)

**Location:** Within the Defined village of Tatsfield.

**Summary:** The proposed outbuilding appears very close (75mm) from the neighbouring boundary. Without planning permission or a certificate of lawfulness the outbuilding would need to be a minimum of 1m from the boundary with a roof height of no more than 2.5m given the structure is less than 30m<sup>2</sup>.

It appears the foundations have already been started on site and there are now three vehicular crossings fronting the property, adding to the problems with parking in this location.

3678/1222 Comment: Tatsfield Parish Council **objects** to this application.

REASONS FOR OBJECTION:

The house has previously been significantly extended to the side under TDC ref. 2020/1561, involving the demolition of the previous garage. TPC objects to this application on the grounds of over-development of the site, the impact of the proposed garage on the street scene and the neighbouring property due to proposed proximity to the boundary.

It appears the foundations have already been started on site for this proposal and there are now three vehicular pavement crossings built fronting this property, adding to problems with on street parking in this location. Tandridge District Council to investigate the vehicular crossings and current enforcement action.

**TA/2022/1217 Thistledown, Shaw Road, Tatsfield TN16 2BX**

Retention of caravan for ancillary accommodation.

This property is located in the Green Belt, outside the defined village. The caravan was to be removed under application 2015/660 as part of the landscaping scheme under permission for the original house.

3679/1222 Comment: Tatsfield Parish Council **objects** to this application.

The caravan was required to be removed (along with other buildings and structures) under the approved drawings and planning conditions of TDC application ref. 2015/660 as part of approval granted for the house. Through its retention, it causes harm to the openness of the Green Belt.

**TA/2022/1345 Maytrees, Greenway, Tatsfield TN16 2BT**

Erection of three side dormers in existing roof slope.

3680/1222 Comment: No comment

**TA/2022/1336 Land West of Thistle Cottage, Shaw Road, Tatsfield TN16 2BX**

Erection of 1x single storey detached dwelling.

**Planning history:** TA/2019/2216: Erection of residential dwelling and associated works – refused on appeal (PINS APPEAL REF: APP/M3645/W/20/3256736)

**Location:** Within the Green Belt (outside of the Defined Village.)

**Summary:** This is a proposal for a new build 2-bedroom single storey pitched roof detached house plus a bin and cycle storage building on an undeveloped site adjacent to Thistle Cottage.

3681/1222 Comment: Tatsfield Parish Council **objects** to this application. This proposal is 'Inappropriate Development' under NPPF paragraphs 143 and 145 and would, by definition, cause harm to the Green Belt. There are no Very Special Circumstances as to why this harm should be accepted.

**REASONS FOR OBJECTION:**

The Parish Council previously submitted a detailed objection to the construction of a new dwelling on this site under TDC ref. TA/2019/2216 on 17th February 2020. The application was then refused and appealed.

We note that Thistledown Cottage is currently subject to an active Enforcement Order ENF 2019/245 regarding buildings not previously demolished under TDC planning approval ref. TA/2015/660.

The applicant suggests that this proposed dwelling represents 'limited infilling in the village'. NPPF paragraph 145 states: A local planning authority should regard the construction of new buildings as inappropriate in the Green Belt. Exceptions to this includes: (e) limited infilling in villages.

Tandridge District Council (TDC) Local Plan Part 2: Detailed Policies 2014-2029 paragraph 12.6 however states: *'The NPPF does not specify whether boundaries should or should not be drawn around the villages in the Green Belt within which infilling can occur. Therefore, the sole purpose of drawing a line around these villages is to make it clear precisely where infilling can take place and where Green Belt policy will apply.'*

Paragraph 12.7 then identifies Tatsfield as one of nine villages considered to be suitable for limited infill development.

The application site is clearly outside of the Defined Village boundary. The entire length of Shaw Road and all the properties along its north side are outside of the Defined Village. The character of Shaw Road is noticeably more rural than the streets within the Defined Village and this site does not form a part of a consistent row of houses or 'ribbon of development'. Adjacent properties to the site are loosely arranged, with built forms located far apart from each other and with considerable trees and open space between.

The TDC Draft Local Plan Core Strategy DP12 defines Infilling as 'within an existing substantially developed frontage; this does not include the inappropriate subdivision of existing curtilages to a size below that prevailing in the area'. We conclude that this proposal is clearly not within an 'existing substantially developed frontage'.

It is the conclusion of Tatsfield Parish Council that the proposals submitted under this application do not therefore constitute 'limited infilling in villages' and that this proposed development should not be considered under this exception.

Further, NPPF para. 134: Green Belt serves five purposes:

1. a) to check the unrestricted sprawl of large built-up areas;
2. b) to prevent neighbouring towns merging into one another;
3. c) to assist in safeguarding the countryside from encroachment;
4. d) to preserve the setting and special character of historic towns; and e) to assist in urban regeneration, by encouraging the recycling of derelict and other urban land.

This land on Shaw Road forms part of important open green space and wooded areas between the urban area of Biggin Hill and the defined village of Tatsfield in the Green Belt. It plays a critical role in preventing these areas from merging together and encroachment of the countryside.

This proposed development is therefore 'Inappropriate Development' under NPPF paragraphs 143 and 145 and would, by definition, cause harm to the Green Belt. There are no Very Special Circumstances as to why this harm should be acceptable.

#### PRECEDENT APPEAL DECISION:

We would draw the Council's attention to the decision made under Appeal Ref: APP/M3645/W/17/3180447 (Land rear of 43 Paynesfield Road, Tatsfield TN16 2BG). This appeal considered a similar proposal for a new dwelling outside of the Defined Village of Tatsfield as a potential 'Limited Infilling in villages' under para 89 of the NPPF.

In paragraph 8 of the Inspector's decision on the above case, the Inspector concludes: 'Nonetheless, it does not necessarily follow that the proposal, in its setting, would constitute infill development. Infill, in such context, would generally involve the development of a small gap along a continuously developed highway frontage within an identifiable group of buildings'.

Tatsfield Parish Council argues that the above precedent decision is relevant to this application in that this is not 'a small gap along a continuously developed highway frontage within an identifiable group of buildings'. It is also not within an 'existing substantially developed frontage' as noted above.

3682/1222 The Clerk was requested to inform Tandridge Planning Department of the Council's decision.

#### 10. Finance:

##### (a) Finance Team for December: Jason Syrett and David Pinchin

3683/1222 It was resolved that the Finance Team for December would be Jason Syrett and David Pinchin.

##### (b) Authorise payments (including authorisation of Internet banking) detailed in Appendix B

3684/1222 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for December.

##### (c) Approve Budget for 2023-24 as recommended by the Finance Committee (as per item 5)

3685/1222 It was resolved to accept the recommendations made by the Finance Committee and members approved the Budget for 2023-24.

##### (d) Approve Precept amount for 2023-24 of £59,000

3686/1222 It was resolved to request a Precept amount of £59,000 for 2023-24.

##### (e) Approve grant awards as recommended in the Minutes of the Finance Committee (as per item 5)

Members reviewed the recommendations made by the Finance Committee:

Parish Magazine: £1,000

TIB: £1,200

The Composting Group: £655

The Not So Young Club: £180

3687/1222 Members approved the above grant awards.

#### 11. Notified Items

##### (a) Parish Council meeting dates 2023

The Clerk had circulated the list of dates for next year's meetings:

Monday 9<sup>th</sup> January, Monday 13<sup>th</sup> February, Monday 13<sup>th</sup> March, Monday 17<sup>th</sup> April (delayed due to Easter), Monday 22<sup>nd</sup> May (delayed due to bank holidays), Monday 12<sup>th</sup> June, Monday 10<sup>th</sup> July, Monday 11<sup>st</sup> September, Monday 9<sup>th</sup> October, Monday 13<sup>th</sup> November, Monday 11<sup>th</sup> December. These dates would be posted on the village website, Tatsfield Talk and in the Parish Magazine.

##### (b) SCC Bus Consultation – Future Bus Network Review

Details of this consultation had been circulated. Although no bus routes serving Tatsfield were specifically mentioned, there were questions about DDRT (Digital Demand Responsive Transport).

This had already been advertised on Tatsfield Talk and members were encouraged to submit responses.

**12. Reports from County Councillor, District Councillor, Village Organisations and External Organisations****a) County Councillor**

Cllr Becky Rush did not attend the meeting and there was no report.

**b) District Councillor**

Martin Allen gave the following report:

Tandridge Boundary Review

The Local Government Boundary Commission for England will be making a decision on the future size of the council in the next few weeks. This will determine the number of wards in 2024. The Commission will begin consulting on where the ward boundaries should lie and the names for those wards. It is expected that the consultation will begin before Christmas and finish at the end of February.

Future Tandridge Programme

This continues to monitor the way forward and initiate savings against the budget deficit of £1.7m.

Household Support Fund

This opened on 12<sup>th</sup> December. Cllr Allen requested that this information is circulated widely.

Biggin Hill Airport

Martin Allen met David Winstanley last week to further discuss overflying of Tatsfield's NSA and the improvement / enlargement of the NSA. Cllr Allen had reiterated his wish to see the NSA moved further south and to reduce the number of overflying planes to single digits by educating not just fining. Also, for Spitfires to fly further west and south, especially when flying in formation.

Enforcement issues

TDC's CPO attended a meeting in the village to meet residents of Maesmaur Road to issue an apology and discuss revoking a planning permission.

Cllr Allen is holding monthly meetings with the CPO to resolve outstanding issues. There is now a legal officer employed who will be looking to take on prosecutions.

Planning portal – continue to report issues.

2022/1133 – Cllr Allen has been in contact with the applicant regarding calling this application in.

White Lane – branch overhang – Cllr Allen will follow this up.

Tandridge Together Lottery – Two Saturdays ago Tatsfield had three winners: £250, £25 and 3x free tickets.

**c) Neighbourhood Plan**

Jason Syrett gave the following report:

The Neighbourhood Plan has now been sent for Regulation 16 consultation. Martin Allen will follow up. The Neighbourhood Plan Steering Group would be meeting on 24<sup>th</sup> January.

**d) THS**

John Rand gave the following report:

The AGM was poorly attended. The Committee has stayed the same save for the addition of a new member.

The Committee meeting discussed plans for future AGMs and agreed that it would no longer be held as a stand-alone event but will be held before a scheduled Committee meeting.

The future of the THS was also discussed and a possible merger of the THS and the Composting Group was suggested. An EGM would be arranged to discuss further the organisation's future.

The Spring Show is scheduled for Saturday 22<sup>nd</sup> April. There will be fewer categories due to reduced entries.

**e) Fairtrade**

Alex Davies gave the following update:

Great Big Green Week was celebrated on 1<sup>st</sup> October and it was run in conjunction with the RPSB and the allotments.

Fairtrade Fortnight will be 22<sup>nd</sup> February – 12<sup>th</sup> March 2023.

Members were considering hosting an event / meal at the Bakery as part of the fortnight.

**f) Police**

The Clerk had emailed the police to notify them of tonight's meeting. No response had been received. The Clerk would email again ahead of the PC's January meeting.

**13. Parish Council Land/Property****a) Tatsfield Green**

- Boundary Dispute (Under Part 2)  
There was no update and would therefore not be a Part 2 meeting.

**b) AMB**

- Central heating issues and possible solutions – Rob Thorpe has tested the central heating system and confirmed that there was no loss of pressure. He had isolated the issue to either the hot water cylinder or a leak in the pipework between the boiler and the cylinder. Further investigation would be carried out next week.

- Fire Risk Assessment – The report from the assessor is quite extensive. The Clerk had already begun to address some of the remedial actions. She was due to meet a contractor to obtain a quote for a new fire alarm system and hard-wired smoke detection system on 13<sup>th</sup> December.

3688/1222 Members resolved to meet in the new year to ensure all recommendations were addressed.

**c) MUGA / Car Park**

- Repainting of tennis court lines – the quotes that have been sourced to repaint the two tennis courts have ranged from £590 + Vat to around £1500 + Vat.

3689/1222 Members resolved to ask Ashley Clifton to investigate hire of equipment to paint lines.

- Amazon parcel lockers – Jason Syrett had attended a meeting with InPost representatives. He had circulated a report to all members. The proposal was for a 4m unit. It would need an electricity supply and hardstanding (the reasonable costs of which InPost would cover). The proposed income from this unit would be £1200 per annum but the PC would be responsible for paying the electricity costs. The PC would look to have this annual fee increased on line with inflation. The next stage would be to discuss the terms of a lease, with a view to having a site survey carried out by InPost and to ensure that this would not conflict with Posy Office business.

3690/1222 Members agreed to proceed to lease discussions.

**14. Meetings to attend/ correspondence**

None

**15. Matters for reporting or Inclusion in a Future Agenda**

None

Final public participation:

- InPost locker – a request to ensure no business is taken away from the Post Office.
- Confirmation that the THS Spring Show will be held on 22<sup>nd</sup> April 2023.

The meeting closed at 9.04pm

The next Parish Council meeting would be held on Monday 9<sup>th</sup> January 2022 at 8pm.