

**MINUTES of a Meeting of Tatsfield Parish Council held on the 12th June 2023 in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield TN16 2AG commencing at 8.00 p.m.**

**Present:** Mr David Pinchin (in the chair)  
Mr Jason Syrett Mr Dave Mitchell Mr Simon Cook Mr Andrew Moore  
Mr Martin Elmer

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

And 2 parishioners

The meeting commenced at 8.00 pm

**1. APOLOGIES**

3785/0623 Kim Jennings had sent her apologies. These were received and accepted by members.

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

3786/0623 Jason Syrett declared an interest in item 10a – Tatsfield Green – Boundary Dispute.

3787/0623 Jason Syrett declared an interest in item 6b TA/2023/543/NH. He took no part in the discussion or decision on this item.

**3. Approve and sign the MINUTES of the previous meeting held on 22nd May 2023**

3788/0623 It was resolved that the minutes reflected a true and accurate record of the meeting held on 22<sup>nd</sup> May 2023. They were duly signed by the Chair.

**4. Public Participation**

- A parishioner was interested in hearing the PC's response to the LGBC recommendations.
- A complaint about the disruption / road safety concerns was made during the recent filming in the village centre. It was queried whether there was any formal notification to the PC and / or general public.
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**5. Officer's report**

- The Clerk noted that TDC's planning department would be closed to telephone / email enquiries during the w/c 12<sup>th</sup> June.
- The mower for Furze Corner had been delivered.

**6. PLANNING:**

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

3789/0623 It was resolved that the planning team for June would be Jason Syrett and David Pinchin.

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

**TA/2023/543/NH Palfreys, Ricketts Hill Road, Tatsfield TN16 2NA**

Erection of first floor extension built on top of main original footprint of original bungalow. All materials are to match the original building. (Notification of enlargement of a dwelling house by construction of additional storeys under Schedule 2, Part 1, Class AA)

This bungalow is in the Green Belt outside of the defined village. The proposal is to remove the pitched roof and add a full floor extension across the full footprint of the house excluding the conservatory and porch. This will result in a volumetric increase of around 80% of the existing built volume and change this from a two-bedroom bungalow into a large 5-bedroom house.

3790/0623 Comment: Objection. Tatsfield Parish Council object to this application on the grounds of over-development of the existing plot and harm being caused to the Green Belt. As a result of the proposals, an existing 2-bedroom bungalow (which is on a relatively narrow plot) becomes a large 5-bedroom house. This will result in a volumetric increase of around 70% of

the existing built volume and, as a result, represents a disproportionate addition to the existing dwelling. This is contrary to Tandridge Local Plan Adopted Detailed Policy DP13(E) which seeks to protect the openness of the Green Belt.

**TA/2023/593/NH Hill Cottage, Barnfield Road, Tatsfield TN16 2NA**

This 2-storey 2-bedroom cottage is in the Green Belt outside of the defined village. The proposal is to add a large extension across the full width of the house and to a depth of 8 metres. This will result in a volumetric increase of around 50% of the existing built volume and more than double the footprint of the existing cottage.

3791/0623 Comment: Objection. Tatsfield Parish Council object to this application on the grounds of over-development and harm being caused to the Green Belt. As a result of the proposals, a small existing cottage is more than doubled in footprint through a significant rear extension. This will result in a volumetric increase of around 50% of the existing built volume and, as a result, represents a disproportionate addition to the existing dwelling. This is contrary to Tandridge Local Plan Adopted Detailed Policy DP13(E) which seeks to protect the openness of the Green Belt.

\*It was noted that these are extensions that come under a proposed Larger Homes notification. Before the recent permitted developments changes, TDC used to work on the basis that an extension of 25% or less was acceptable and above that was usually not permitted. Permitted development now allows for bigger extensions. For consistency, TPC continues to object to these applications as over development in the Green Belt.

3792/0623 The Clerk was requested to inform Tandridge Planning Department of the Council's decisions.

**7. Finance:**

**(a) Finance Team for June: Jason Syrett and David Pinchin**

3793/0623 It was resolved that the Finance Team for June would be Jason Syrett and David Pinchin.

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

3794/0623 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for June.

**(c) Internal Audit 2022-23**

The Chairman noted that the Internal Audit had been passed with no matters to report. The PC thanked the Clerk for her hard work.

**(d) Annual Governance and Accountability Return – Approval of Annual Governance Statement for AGAR 2022-23**

3795/0623 It was resolved to approve the Annual Governance Statement for the 2022-23 Annual Governance and Accountability Return (AGAR). All boxes were ticked appropriately and the AGAR was signed as indicated by the Clerk and Chairman.

**(e) Annual Governance and Accountability Return – Approval of Annual Accounts and Annual Return, Balance Sheets for AGAR 2022-23.**

3796/0623 It was resolved to approve the Annual Accounts for the 2022-23 Annual Governance and Accountability Return (AGAR). The AGAR was signed and dated by the Chairman.

**8. Notified Items**

**(a) Furze Corner**

Jason Syrett had submitted, on behalf of the Parish Council, an application for a grant subsidy for the rent payable on Furze Corner. This will go before the Strategy and Resources Committee on 29<sup>th</sup> June. TDC has again been chased for a copy of the draft lease. The rent subsidy is a condition of taking over the lease. Jason Syrett would look to convene a meeting of those interested in forming a working group for the Furze Corner project.

**(b) Review of Document Retention Policy**

The Clerk had reviewed the Council's Document Retention Policy and had circulated to members ahead of the meeting.

3797/0623 Members approved and adopted the Document Retention Policy.

**(c) Surrey County Council – Local List for Application Validation consultation**

The Clerk had circulated details of the consultation to all councillors.

3798/0623 Martin Elmer volunteered to review the consultation and produce a draft response. This would be reviewed at the July meeting.

**(d) Local Government Boundary Commission for England – TDC Electoral Review – draft recommendations**

The LGBC had released its draft recommendations. The LGBC has recommended that Tatsfield & Titsey is joined with Limsfield to form a new 3-member district ward. Members discussed how this would likely leave Tatsfield as the 'minority partner' in terms of voting share. The deadline for comment is 7<sup>th</sup> August.

3799/0623 Members agreed to draft a response, to provide a counter argument to the draft recommendation, to be reviewed and agreed at the July meeting.

3800/0623 Members further resolved to publicise the draft recommendations parish-wide, on the A-boards, in Sheree's Tea Room and Store and on Tatsfield Talk.

**(e) EV charging points**

TDC is about to adopt a scheme, being followed by SCC in relation to on-street charging, to provide EV charging points in its own car parks. There would potentially be funding to install EV charging points. More information to follow. The emerging Neighbourhood Plan has proposed that all new developments deliver their own EV points.

**9. Reports from County Councillor, District Councillor, Village Organisations and External Organisations**

**a) County Councillor**

Becky Rush was not at the meeting and no report was given.

**b) District Councillor**

Martin Allen gave the following report:

Since the last PC meeting, Cllr Allen has attended the annual meeting of the District Council (25<sup>th</sup> May). He was re-elected to Vice-Chair of the Audit & Scrutiny Cttee. The committee's new chairman is Ian Booth. They will hold an informal meeting on 13<sup>th</sup> June before the formal meeting of the pre-agenda on 22<sup>nd</sup> June.

As promise, Cllr Allen, during his response to the Leader's speech, raised the matter of the non-protection of the Green Belt (this is currently affecting Tatsfield re planning approvals). He received quite a defensive response from all present. Cllr Allen had hoped that raising this matter would make bring greater consideration when evaluating planning applications.

Cllr Allen was invited, by the owners, to visit Crystal House, Hillside Road to discuss the current planning application.

Biodiversity Nett Gain will become part of the planning application process from 1<sup>st</sup> November 2023.

At the Community Services Committee, Cllr Allen intends to raise the matter of the process and actions to deal with fly tipping in the area.

The 2022/23 Financial Outturn report to S&R is being finalised which will contain full details of performance against revenue and capital budgets and the savings plan. In the meantime, Cllr Allen provided a high-level overview of the revenue budget position (confirmed):

- The revenue position is a £111k underspend against the budget of £11.351m.
- This underspend is before the use of £484k contingencies, meaning that £595k surplus is available to meet 2023/24 risks or build reserves. Decisions on the treatment of the surplus will be addressed in the S&R report.
- The position has improved by £300k since M11 and by %505k from Q3. Although obviously this is good news, Cllr Allen wishes to do further work to understand whether elements of this could have been forecast before M11. A £300k movement is a smaller change than in the previous two years.

Stock Hill Car Park – following Cllr Allen contacting Cllr Bennett (LBB) regarding the new app for paying to park in the Stock Hill car park. Cllr Bennett has said that the council has held lots of pop-up workshops to assist people with using the app and she has plenty of literature to send out. Cllr Allen still thinks that little or no thought has been given to those residents who are unable, unwilling or choose not to use technology to pay for something as simple as parking. Cllr Allen says that Cllr Bennett can be contacted about it via email:

[Nicolas.bennett@bromley.gov.uk](mailto:Nicolas.bennett@bromley.gov.uk)

Lastly, the newly appointed Chief Constable has turned down an invitation to visit Tatsfield, claiming he is not in a position to attend local issues.

**c) Neighbourhood Plan**

Jason Syrett gave the following report:

The NP is still awaiting an update from TDC officers.

**d) VHMC**

The VHMC had asked for the floor reseal dates. The Clerk confirmed that she had already passed these on.

**e) Police**

Simon Cook gave the following update:

AT the recent TDC Corporate Plan meeting, Simon Cook met the new district commander who gave the impression that there was no real interest in getting involved with Tatsfield. Although, information was given regarding the option to have a special constable within the village / village area. Training is available. Anyone can apply but have to undertake training as special constables have powers of arrest. You can request to work within a particular area (within a 'community'). There is no restriction on the number of hours as this is a voluntary role which provides a police presence in the local area.

Simon Cook also attended that Meet the Beat event at the village club on 10<sup>th</sup> June. Personnel is thinly stretched and the message, once again, was report, report, report. In the Know has launched and people were encouraged to sign up. A member of the local team visits Tatsfield every other day, sometimes in unmarked cars.

## 10. Parish Council Land/Property

### a) Tatsfield Green

- Boundary Dispute (Under Part 2)  
There was no update.

### b) Westmore Green

- Picnic bench area project – Ian Hayman had submitted plans to regenerate the picnic bench area and make it usable all year round. This included wood chip covering the areas around the picnic benches, new posts / fencing to replace the existing, a bike rack, lighting outside the tea room and store and new rustic wooden bins. The costs for this (materials and labour) comes to £12,956 plus Vat. The Clerk confirmed that there had already been an offer of a private donation and that some of the CIL monies the PC already holds in its account to pay for the bike rack or one of the bins. It was further suggested that the PC applies to the smaller Your Fund Surrey pot for the balance.

3801/0623 Members agreed to the above and requested the Clerk contacts Becky Rush for the link to the application form.

Members raised the condition of the direction sign in the village centre. It was agreed that it was in a poor condition and the Clerk would look at sourcing quotes for a replacement.

Jason Syrett noted that a request had been received for someone to take a small sample of water from the pond as part of an ecology study.

- Playground project – the fencing has been ordered and was scheduled to arrive on 19<sup>th</sup> June. This would be installed shortly thereafter. Kim Jennings would be sending a planting plan for approval at the July meeting.

### c) MUGA

- Gates for court area – Dave Mitchell had sourced a quote for two custom made gates to go over the 'open' entrances to the courts. The cost quoted for build and installation was £2,100.

3802/0623 Members approved the quote.

A member of the public queried whether any sanctions could be applied to those using the MUGA in an anti-social way and whether any further deterrents could be put in place.

### d) AMB / Car Park

- InPost lockers – Jason Syrett gave the following report: The lockers had been installed and were up and running. There had been conversations with the neighbours and the PC had offered mitigation of extending the fence by approximately 2 feet to obscure the unit. The residents had declined this offer. Their proposal was for the unit to be moved, not screened. Therefore, the Parish Council had not proceeded with the additional fencing.

There had been a request from TDC to submit a retrospective planning application for the locker unit. InPost planning consultant had submitted this within the timeframe agreed with TDC.

Residents from Bassetts had submitted a further FOI request which the PC had acknowledged and stated that they would respond within the statutory timesframe.

## 11. Meetings to attend/ correspondence

- WI garden party 4<sup>th</sup> July 14:30 – Martin Elmer and Simon Cook to attend

## 12. Matters for reporting or Inclusion in a Future Agenda

None

Final public participation:

None

The meeting closed at 9.50pm

The next Parish Council meeting would be held on Monday 10th July 2023 at 8pm.