

MINUTES of a Meeting of Tatsfield Parish Council held on the 13th March 2023 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 Mr Ian Hayman Mr Jason Syrett Ms Alex Davies

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

And 7 parishioners and PCSO Stuart Wren and PCSO Conrad Cheeseman

The meeting commenced at 8.02 pm

1. APOLOGIES

3722/0323 John Rand and Ashley Clifton had sent their apologies. These were received and accepted by members.

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

3723/0323 Jason Syrett declared an interest in item 10a – Tatsfield Green – Boundary Dispute.

3. Approve and sign the MINUTES of the previous meeting held on 13th February 2023

3724/0323 It was resolved that the minutes reflected a true and accurate record of the meeting held on 13th February 2023. They were duly signed by the Chair.

At this point in the meeting, item 9e, Police report, was brought forward to enable PCSOs Wren and Cheeseman to leave the meeting early. The original order of agenda items is maintained here for ease of reference with the published agenda.

4. Public Participation

None

5. Officer's report

- The Clerk gave an update in the InPost lockers: the plants had been removed from the flowerbed and replanted in the bed between the AMB and the MUGA, the electrical work in the AMB had been completed, the ground work was scheduled to take place the following day and the locker installation date was scheduled for 28th March.
- There has been some issues with the village website hosting organisation, 123-reg, in that they have ceased allowing payments by direct debit. The Clerk has arranged for this to be transferred to IONOS and Chris Mitton is facilitating this later in the week.
- The VHMC has confirmed that their new CCTV system has gone live over the weekend.
- The Clerk has continued to sign up for Octopus Energy's Savings Sessions.

6. PLANNING:

(a) Planning Team for March: Ian Hayman and Ashley Clifton

3725/0323 It was resolved that the planning team for March would be Ian Hayman and Ashley Clifton.

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

TA/2023/127 Tavira, Parkwood Road, Tatsfield TN16 2LT

Demolition of rear conservatory, alteration of roof from gable to hipped roof. Erection of first floor glazed side extension and two-storey side extension.

An existing c. 1970s house which has been extended over time to in the region of double its original size. Previous application to extend refused at appeal in 2020. In the Green Belt outside of the defined village.

A proposal to build a second storey over the existing garage and turn the garage into living accommodation and to demolish the conservatory. Pre-application advice on this application has raised concern from officers about harm to the Green Belt.

Amended proposal looks to chop off parts of pitched roof to try to reduce volume (and as a result leads to a net reduction in current built volume) but, as a result, the current relatively elegant house becomes boxy and incongruous.

3726/0323 Comment: Objection. Though it is recognised that the proposals under this application seek to partially extend and partially demolish parts of the existing dwelling and, as a result lead to a net reduction in volume, the proposals to remove the gable ends of the existing two-storey section and to add a flat roof to the proposed bedroom addition turn what is a current elegant composed street elevation into a boxy incongruous composition.

It is our consideration that the current proposals represent poor design that is out of keeping with its rural context and are contrary to TDC Adopted Policies DP7 and CSP18. We would ask that the applicant reconsiders the roof composition of the proposals to include a pitched roof above the garage – perhaps with dormers to manage height and volume. The gable ends could then also be retained to the main part of the house and result in a far better and respectful composition.

In the event that TDC approve this application, conditions should be put in place to ensure that the demolitions (side garage and conservatory) are completed in line with the approved plans to offset the proposed extension.

TA/2023/144 Charlscot, Cudham Road, Tatsfield TN16 2NJ

Erection of a single storey rear extension. (Certificate of Lawfulness for a Proposed Use or Development)

A relatively modest single storey addition to the rear of this existing two-storey dwelling. Though extending to within 1.5m of the boundary to the adjacent house, this would not appear to result in overshadowing or overlooking.

3726/0323 Comment: No comment

TA/2023/164 103 Paynesfield Road, Tatsfield TN16 2BQ

Conversion of double garage and erection of pitched roof over. Erection of single-storey rear extension, loft extension in association with gable roof extensions to the front and rear elevations, side dormers with high level windows.

An existing bungalow with single storey side garage located towards the far end of 'made' Paynesfield Road within the Defined Village. Extension with new roof storey creates three bedrooms and a shower room at first floor with two side dormers plus a rear extension single storey to replace the conservatory and extend across the back of the house. The existing garage is lost through conversion to a bedroom as part of the plans.

Existing 3-bedroom house becomes a 6-bedroom house.

3727/0323 Comment: Objection. Tatsfield Parish Council object to this application on the grounds of over-development of the existing plot. As a result of the proposals, an existing 3-bedroom bungalow (which is not set very far back from the existing pavement) becomes a large 6-bedroom house that will lose the existing garage and, as a result leave only one car parking space on the driveway.

Under the TDC Parking Standards SPD, a house of this size, if permitted, would require 3 car parking spaces. The inclusion of this level of parking with the loss of the garage would then result in the paving over of the entire front garden of the house with a large dropped kerb which would be inappropriate in streetscape terms and result in the loss of existing on street parking.

TA/2023/207 The Firs, Maesmaur Road, Tatsfield TN16 2LD

Variation of Condition 2 (Plans) of planning permission ref:2022/66 (Erection of detached garage) to allow for amended plans following a mistake to the side elevation on the originals.

This is a proposed amendment to the large garage structure (with multiple rooflights, two juliet balconies etc.) permitted in 2022 to the side of The Firs. We have since been advised by TDC that this was permitted in error, and they were looking to pursuing revoking the permission granted.

3728/0323 Comment: Objection. Tatsfield Parish Council strongly object to this proposal as we did to the previous application ref. TDC/2022/66. This proposed detached 'garage' structure includes multiple rooflights and two Juliet balconies and is obviously much more than a garage. The previous garage to this house was lost through extensions and alterations in consents granted in 2020/2021. This house has already been significantly extended and modified. This proposed garage building demonstrably causes harm to the openness of the Green Belt and should have been

refused under TDC/2022/66. This proposed significant garage structure directly contravenes TDC Local Plan detailed policy DP14: A1, A2 and A3 as underlined below:

DP14: New Garages & Other Ancillary Domestic Buildings in the Green Belt (outside the Defined Villages)

A. Where planning permission is required, new ancillary domestic buildings in the curtilage of dwellings located in the Green Belt (outside the Defined Villages) will be permitted provided they:

1. Do not constitute a dominant feature and are not excessive in size having regard to the size of the dwelling they are to serve;
 2. Do not detract from the rural character or appearance of the locality;
 3. Are not to replace any existing garage that has been converted to residential use; and
 4. Will not be used for any purpose which is not incidental to the enjoyment of the dwelling. 38 TLP Part 2: Detailed Policies 2014- 2029
- 3729/0323 The Clerk was requested to inform Tandridge Planning Department of the Council's decision.

7. Finance:

(a) Finance Team for March: Ian Hayman and Ashley Clifton

3730/0323 Ashley Clifton was absent and so it was resolved that the Finance Team for March would be Ian Hayman and Alex Davies.

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

3731/0323 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for March.

(c) Items for expenditure:

- To cut back a 2m corridor along edge of Millennium Wood, adjacent to Ricketts Hill Road and to continue this down towards the footpath entrance to maintain good access - £305
- To cut the thorn hedge at top of Maesmaur Road and trim back the land that fronts Ship Hill and to strim down grass and weeds on plot at corner of Maesmaur and Ship Hill – early July – £231
- To strim down grass and weeds on plot at corner of Maesmaur and Ship Hill – in November - £135
- Trim hedge between VH and Old Police House and hedge at back of Old Police House – early July - £154 and in November - £154

3732/0323 Members approved all items of expenditure.

8. Notified Items

(a) Local Government Boundary Commission for England – TDC Electoral Review

At the February meeting, members agreed to draft and submit a comment expressing Tatsfield Parish Council wish for Tatsfield and Titsey to remain a one-member ward, although the council remained cognisant that this was only a preference and the Boundary Commission may recommend a different scenario.

The Chairman noted that she had been contacted by the Chair of Woldingham Parish Council who had indicated they would like Woldingham ward to join with Tatsfield and Titsey.

Members discussed that the likelihood of the BC merging Tatsfield and Titsey with Limpsfield to make a three-member ward and that a merge with Woldingham would be unlikely as the combined elector numbers would not meet the expectations of the BC.

3733/0323 Members further resolved to submit a comment to the Boundary Commission outlining Tatsfield PC's preference and stating that it was felt there was strength in maintaining the status quo and remaining a one-member ward.

(b) Parish Council elections May 2023

The nomination forms were now available from TDC. Deadline for handing forms in was 16:00 on 4th April. An appointment needed to be made via democraticservices@tandridge.gov.uk to do this.

The Parish Magazine deadline for submitting candidate profiles was 16th April – no more than an A4 page.

(c) Furze Corner

Jason Syrett gave the following update:

The Heads of Lease had been agreed. The PC now needed to find a solicitor. The PC was trying to find out the PFA's position regarding keys, kit, rent owed etc. The PC will be taking over the maintenance of the grounds except for the boundary and it would be useful if any funds held by the PFA could be utilised to pay towards the first year's maintenance costs. The cricket club has already booked to use the grounds over the summer. The grounds would also be used for a year 6 leaver's party (TPS).

The next actions would be to form a committee and begin discussions about funding.

(d) Coronation celebrations – 7th May 2023

Ian Hayman gave the following update:

X2 musicians had been booked. Posters advertising the celebration was being organised this week, as would toilet signs. The stage, gazebo and rides have all been booked. THS may be hosting a plant sale that morning. Volunteers were needed to help on the day and a band and licence for the bar needed to be finalised. Insurance was arranged – just need a risk assessment to be completed.

(e) The Big Help Out – 8th May 2023

Jason Syrett had contacted the Scouts and the Explorers and they were keen to join the Big Help Out. They would also speak to the Cubs leader. Although the parish had been asked for suggestions on Tatsfield Talk, not many ideas had been offered.

3734/0323 Members agreed to arrange two sessions. One in the Millennium Wood to clear footpaths, repair the swing, unearth the bench and also clear the KEVII Memorial Garden (and possibly locate the bandstand?). The other session would be litter picking in the village. Tea and cake would be provided to all volunteers.

(f) Annual Parish Meeting

The meeting will be held on 27th March. Representatives from BHA are visiting the VH the week before to assess what equipment is needed for their presentation. Posters have been printed and will go up in the village shortly. Guests invited for 19:30 for refreshments. Councillors to arrive at 19:00 to set up. Kim Jennings to arrange wine, orange juice and snacks.

(g) Surrey Hills AONB Boundary Review

This is now back out for consultation on the revised boundary. Due to the AGLV in the parish, it was felt that the AONB boundary might be extended to include that.

The Surrey hills AONB review has concluded that it would not propose to extend the AONB within Tatsfield parish. The evaluation stated: On the fringes of Tatsfield, proximity of settlement, busy lanes and an extensive golf course are strong influences which cumulatively reduce landscape quality, tranquility and scenic value. To the south of Tatsfield the enclosed character of the landscape ensures that it has limited inter-visibility with surrounding landscapes, and overall, there is not sufficient weight of evidence to meet the natural beauty criterion. Similarly, the relatively elevated chalk farmland landscape to the north of the area, in the vicinity of Beech Farm Road, is not considered to meet the natural beauty criterion because here a less distinctive landform and degraded landscape pattern is associated with heavily trafficked roads, scattered built development and telecommunication mast infrastructure.

On balance, the central area of the Beddlestead Valley, where there is some evidence of natural beauty, is not considered sufficiently extensive and is fragmented from the wider AONB and separated by land which is not considered to meet the natural beauty criterion. On this basis the whole of the area has been excluded.

3735/0323 Members stated that comments had already been submitted in support of extending the AONB and agreed not to challenge the review's decision.

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:

TDC's 2020-21 accounts have still not been signed off, although it is expected that they will be at the next Audit and Scrutiny committee on 4th April. Immediately following this, work on the 2021/22 accounts will get underway.

Enforcement update: Rosefield House is the only outstanding matter with the legal department. Cllr Allen is meeting Fiona Lander on 16th March to discuss the case. Planning enforcement is actively looking to serve a new, detailed S215 notice.

Due to the large number of appeals during March, Cllr Allen was unable to meet the CPO but a meeting will take place in due course.

Cllr Allen has been chasing the CPO regarding the promised action on 2022/66 The Firs. The officer in charge has now resigned so this needs to be followed up. A section 73 has now been submitted regarding the depth of the garage – as previously advised, there were conflicting measurements on the approved plans and a section 73 is required to obtain approval for the correct measurements.

TDC Boundary Review: the Independent Group has submitted a 'status quo' recommendation as plan A, and has suggested that the whole eastern border of Tandridge be left as it currently is. However, if forced into a plan B, then recommending merges of Tatsfield & Titsey and Limpsfield, Felbridge and Dormansland. Following reports that Cllr Allen would not be standing in the next election, he was telephoned by a member of the OLRG who assured him that if Tatsfield & Titsey was merged with Limpsfield, then the OLRG would not interfere with business in Tatsfield.

Cllr Allen has attended the pre-A&S committee meeting and then the actual meeting, as well as a

candidates and agents meeting and a catch up with the CEO, as well as one of four Corporate Plan workshops.

Cllr Allen reported the poor quality of the works in Rag Hill Road and a vehicle in Paynesfield Road with no MOT.

Cllr Allen had attended a Community Safety presentation to the Community Services committee and had asked questions regarding NOX canisters. At the same meeting, there were suggestions regarding cost savings on street cleaning / grass cutting. The proposal was 'to approve in principle the reduction in cleansing frequencies to allow the development of a new operating model for street cleansing and to confirm the future costs for the service and savings. So, this is an in-principle approval to allow the modelling of what the service could cost with reduced frequencies and not a definitive reduction in the frequencies'. Cllr Allen and other councillors refused to approve without further information.

There has been a complaint against the garage in Tatsfield due to the parking of vehicles on the road. This is being looked into.

Cllr Allen has followed up the possibilities of a grant for the WI hall as the recent electricity bill has been very high.

From 1st April, SCC will be taking back on street parking enforcement in the district. From Sevenoaks DC.

c) Neighbourhood Plan

Jason Syrett gave the following report:

He had again written to TDC to ask why Tatsfield's plan has still not been put out to Regulation 15 notice. Members discussed whether a complaint should be filed. It was felt this was something for the Steering Group to discuss and agree.

d) THS

John Rand was absent from the meeting and had not submitted a report.

e) Police

PCSO Stuart Wren and PCSO Conrad Cheeseman attended the meeting and gave the following update:

The Safer Neighbourhood Team was going through some restructuring. 18 months ago, there were 14 PCSOs and 8 NSOs, however, there are now 7 PCSOs and 4 NSOs. The borough is now divided into north / mid and south, with 1 officer dedicated to each area.

There was discussion about anti-social behaviour and NOX canisters and advice was also given about reporting all incidents, no matter how small, to the police. Good lighting and CCTV was important and the police were pleased to hear of the recent car park lighting upgrade and CCTV at the school, AMB and VH.

In general, district-wide, keyless car thefts are an issue. It's minimum effort crime for maximum profit. Advice was given on layering security; Faraday pouches, steering wheel locks, etc. Also, advice given to empty work vans of tools if at all possible. Non-emergency crime should continue to be reported to 101 or via the Surrey police website.

The officers handed out vehicle security leaflets as well as those detailing general ways to reduce crime.

Questions were asked by councillors and the public about ANPR cameras – of which there are some locally – and the staffing numbers – which PCSO Wren assured those present would not affect emergency response times as, even if no officers were available in Tandridge, they were attend from outside the district.

The Chairman thanked the officers for attending the PC meeting.

10. Parish Council Land/Property

a) Tatsfield Green

- Boundary Dispute (Under Part 2)
This item would be discussed under Part 2.

b) Westmore Green

- Playground refurbishment – Kim Jennings and Ian Hayman outlined plans for a refurbishment of the playground on Westmore Green. The Beer Festival organisers had given the Roseheath Foundation £2,000 to be spent on the play area. Kim and Ian had met Ian Hudson from TDC and discussed the plans to enlarge the area and enclose the wild flower bed currently outside the green fencing to create a wild flower garden inside the playground and plant some fruit trees. The works could begin in a few weeks and volunteer help would be needed.

37236/0323 Members approved the plans that had been outlined and thanked Kim and Ian for their work on this project.

11. Meetings to attend/ correspondence

- Finance Committee meeting on Monday 20th March at 8pm

12. Matters for reporting or Inclusion in a Future Agenda

None

Final public participation: A parishioner noted that it was a pity that the PC had not agreed to challenge the conclusion by the Surrey Hills AONB boundary review. It was stated that the AGLV would be phased out when the new development plan came in and AGLV would no longer be a valid designation.

The meeting closed at 9.20pm

The next Parish Council meeting would be held on Monday 17th April 2023 at 8pm.