

**MINUTES of a Meeting of Tatsfield Parish Council held on the 14<sup>th</sup> November 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 Ms Alex Davies Mr Ashley Clifton Mr Ian Hayman Mr Jason Syrett Mr John Rand

**In Attendance:** Samantha Head (Clerk)  
Cllr Martin Allen (TDC)  
Cllr Becky Rush (SCC) (arrived 8.14pm)

And 3 parishioners

The meeting commenced at 8.02 pm

**1. APOLOGIES**

None

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

3647/1122 Jason Syrett declared an interest in item 11a – Tatsfield Green – Boundary Dispute. He took no part in discussions for this item.

**3. Approve and sign the MINUTES of the previous meeting held on 10<sup>th</sup> October 2022**

3648/1122 It was resolved that the minutes reflected a true and accurate record of the meeting held on 10<sup>th</sup> October 2022. They were duly signed by the Chair.

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

3649/1122 It was resolved to receive and accept the minutes of the Neighbourhood Plan Steering Group meeting held on 6<sup>th</sup> September 2022.

**5. Public Participation**

- A parishioner noted that the hedgerows along White Lane had not been cut for the second year in a row. He also mentioned that there were an increasing number of hedges and trees being left untrimmed around the parish.

**6. Officer's report**

- The Clerk noted that she had received an email from a local resident who had set up the pet register over 15 years' ago. She felt it was no longer needed as social media had become so widely used. The Clerk had written to thank her for running the register for so many years.
- The PC's energy supplier, Octopus Energy, had written to say that the Government had now opened up the EBRS (Energy Bill Relief Scheme) to business users too. Further details to be sent soon.
- The Clerk had submitted the PC's VAT reclaim for 01/04/22 – 30/09/22.
- The Clerk noted that a total of £2411.30 had been received from TDC in respect of CIL payments.
- The Clerk confirmed that she had emailed the Roseheath Foundation to thank them for the grant made towards the picnic benches and bench construction.
- The Clerk had met the Fire Risk Assessor last week and had that afternoon received the report. She would circulate in due course.
- Jonnie Panther had welded the VH side gate hinge as it was broken. The Clerk had emailed thanks on behalf of the PC. She had also written to Chris Mitton to thank him for his assistance with the arrangements for the exterior decorating at the VH.
- Unity Trust Bank had raised the savings account interest rate to 3%, effective 4<sup>th</sup> November.
- The second half year precept payment was made on 4<sup>th</sup> November. This was raised with the DCllr Martin Allen as payment is received later and later each half year.

**7. PLANNING:**

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

3650/1122 It was resolved that the planning team for November would be Ian Hayman and Ashley Clifton.

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

This property is located outside the settlement area in the Green Belt. No previous planning applications. This is one half of a semi-detached property. Application 2022/904 is the other half and the applications are identical. The modifications are minor and will have no effect on the two neighbours (neither of whom have entered any objection).

3651/1122 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.

This property is located outside the settlement area in the Green Belt. No previous planning applications. See notes for application 2022/903 above.

3652/1122 Comment: No comment

**TA/2022/1133 Tarnhelm, Ricketts Hill Road, Tatsfield TN16 2NF**

Demolition of existing dwelling, erection of a replacement 5-bed dwelling with detached garage and associated landscaping.

This property is located outside the settlement area in the Green Belt. Two previous applications in 2021 and 2022 for single story extensions. This application doubles the floor area of this house by replacing a bungalow with a five bed two storey house -similar footprint to existing. Broadly they are doubling the built volume. The planning statement aims to justify this by saying it has a similar footprint and a low-profile roof, so it must be fine? Whether it is comparable to neighbouring properties is irrelevant under Green Belt justification.

3653/1122 Comment: Tatsfield Parish Council objects to this application. This proposal is 'materially larger' than the dwelling it is replacing. It is contrary to TDC Detailed Policy DP13 and NPPF para 149 and therefore is inappropriate development and causes harm to the Green Belt.

**TA/2022/1442/NH 11 Lusted Hall Lane, Tatsfield TN16 2AE**

Erection of a rear extension which would extend beyond the rear wall of the original house by 4 metres, for which the maximum height would be 2.9 metres, and for which the height of the eaves would be 2.9 metres (Notification of a Proposed Larger Home extension).

This property is located outside the settlement area in the Green Belt. One previous application for a conservatory in 2001 which was approved. Although this is a large extension, it does fall within the realms of what one can apply for through permitted development for a larger home extension.

3654/1122 Comment: No comment

3655/1122 The Clerk was requested to inform Tandridge Planning Department of the Council's decision.

**8. Finance:****(a) Finance Team for November: Ian Hayman and Ashley Clifton**

3656/1122 It was resolved that the Finance Team for November would be Ian Hayman and Ashley Clifton.

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

3657/1122 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for November.

**(c) Items for expenditure:**

Able Electrical Ltd. –to repair or replace lamp heads in street lights in car park –2x options

Option 1 –replace all 7 posts to modern LED lights-£2762.50 + vat £552.50 –Total: £3315.00

Option 2 –replace 7x lamp post tops with a T-bar and 2x 50w LED lights -£2249.99 +vat £450.01-Total: £2700.00

Kim Jennings and Ian Hayman explained that only 2 of the 7 streetlights were currently working. There were two suggestions put forward by the electrician. One was for one-directional, traditional lights and the other was for T-bar floodlight style lighting, which could be angled. It was suggested that the lighting match the current soft or warm lights of the school. Kim and Ian would meet the electrician to discuss.

**(d) Approve salary increase for Clerk as per NALC National Pay Award to be backdated to April 2022**

3658/1122 Members approved the Clerk's salary increase, to be backdated to 1<sup>st</sup> April 2022.

**9. Notified Items**

**(a) TACG request to lock pedestrian gate at allotments**

The Chairman outlined the TACG request to lock the pedestrian gate. The TACG was set up as a community area, as well as an allotment site. Alex Davies, TACG liaison, noted that it had not be used by other members of the community in several years and that the area is attracting youths, especially on the evening. It was suggested that the lease would need to be examined before making a final decision. This item would be deferred to the December meeting.

**(b) Neighbourhood Plan – Local Green Spaces Consultation**

The Neighbourhood Plan Steering Group had sent the Parish Council a letter outlining its intention to designate several areas in the parish as open green spaces. These would include several areas of Parish Council owned land: Millennium Wood, KEVII Memorial Ground, Kemsley Wood and Ashen Shaw.

3659/1122 Members agreed to agree to these spaces being designated as local green spaces.

**(c) APM 2023 date**

The Clerk had looked at the schedule constraints of the PC hosting the APM within the 3-month window and before the May 2023 elections. The only date, with availability at the Village Hall was Monday 27<sup>th</sup> March 2023.

3660/1122 Members agreed this date for next year's APM.

**(d) Speedwatch group – appeal to PC for new volunteers / support**

The PC had received a request from the current Speedwatch coordinator for new volunteers and/or PC support. The coordinator was moving out of the village and the group needed new volunteers in order to continue to run. If no new coordinator or volunteers came forward, then there would be two options in order for the group to continue:

- 1) store the CSW gear (radar gun, warning, signs, Hi-Viz jackets) with the Parish Council. The current coordinator would be available in the next six weeks to train a volunteer in the role of coordinator or 2) return the kit to Brenda Gough at Surrey Police, and the Tatsfield CSW will close. This would be a shame as it apparently takes a long time to reactivate the group.

3661/1122 Members suggested that Speedwatch could use Facebook and the Parish Magazine to mention they are looking for new volunteers and a new coordinator. The Chairman would also mention it in the PC's Parish Magazine article and on Facebook. The PC as not in a position to take over Speedwatch but would be happy to be custodian of the equipment in the interim. It was further agreed that this appeal could feature at the 2023 APM.

**(e) Resident request to extend footpath along the verge, Ricketts Hill Road**

The Parish Council had received a request from a local resident to extend the footpath along the Parish Council owned grass verge along Ricketts Hill Road.

Members discussed that this suggestion had been made many years' ago but had not progressed due to opposition from residents. It would be a challenging project due to the undulating grass verge. There would also be the estimated cost. Previous paths had been funded via generous donations and CIL monies.

3662/1122 Members requested that the Clerk email the resident and thank him for the suggestion. The PC thought it was a lovely idea but there were no funds available at present.

**(f) Mid-year Internal Audit**

The mid-year audit had been carried out the previous week. The PC had passed the audit without issue. Members congratulated the Clerk and thanked her for hard work.

**(g) Christmas Carol Singalong**

The Christmas Carol Singalong was scheduled for Friday 16<sup>th</sup> December. Kim Jennings would be meeting Dave Bishop the following week to finalise details. The road closure order is in place.

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

**a) County Councillor**

Cllr Becky Rush gave the following report:

- BR put some of her allowance to resurface the section of Rag Hill Road between Avenue Road and Parkwood. The notice for this work has been issued but no exact date has been given.
- The latest yellow line consultation is now live. So far, the two corners of The Square / Paynesfield Road have been put forward. She understood that the WI were pursuing a disabled parking bay outside the WI Hall but if

this was not granted, they would look to have double yellow lines marked. It was noted that the double yellow lines in the village centre near the shop were faded and would benefit from being repainted.

- BHA – BR noted that there was a new consultation for a widened departure runway. She would circulate details.

**b) District Councillor**

Martin Allen gave the following report:

Tandridge Boundary Review

The Independent Group has made an evidence-based submission to the LGBCE suggesting that due to the rural aspect of some of the One Ward Districts, the quid pro quo should be maintained. This is due to difference between rural and major towns within Tandridge. The Lib Dems have suggested a smaller council and from a wider perspective, MA could see the merits of it.

The LGBCE will likely meet mid-December to decide on the council size. Following that, there will be a public consultation on the new warding patterns. This consultation is likely to last for 10 weeks.

There will be an election in Tatsfield in 2023 for the ward and then in 2024 across the district. MA had contacted each of the group leaders to see if there could be any agreement for uncontested elections in 2023 as this would save an estimated cost of around £94,000 for elections in 2023 and 2024.

Future Tandridge programme

The FT programme has again suggested an initial expense of around £50,000 to initiate budget in IT of £1,383,00 and Customer Services of £618,000. There has been some scepticism over both the cost and the potential savings.

Audit & Scrutiny committee

The A&S committee is still overrunning on signing off the Council's accounts for 2020/21 and 2021/22.

The Chair and Vice-Chair would be meeting Deloitte on 17<sup>th</sup> November. Deloitte has chosen not to tender for PSAA from 2023/24.

Cllr Allen is arranging a meeting with the BHA CEO David Winstanley regarding the continual overflying the Tatsfield NSA and other matters to improve and enlarge the NSA.

Enforcement issues at 5 Crossways, 19 The Square and other long outstanding matters. These have now been documented by the TDC Chief Planning Officer and MA now has monthly meetings to try to resolve these issues. The CPO is attending a meeting in the village on 21<sup>st</sup> November.

MA noted that the swings have all now been replaced in the play area.

Grasshopper Inn – the site had now changed hands. A pre-application enquiry has been received from the new owners. The proposal is to turn the site into a nursing home / retirement complex. There is a push to get the pre-application dealt with quickly.

Following recent issues with the planning document search, there will also be a dedicated inbox to be used for reporting problems directly. This is: [planning-searchit@tandridge.gov.uk](mailto:planning-searchit@tandridge.gov.uk) – include a screenshot of the error message, a brief outline of the issue and the time the issue occurred.

**c) Neighbourhood Plan**

Jason Syrett gave the following report:

The Neighbourhood Plan has now been sent to TDC for Regulation 15 consultation. MA noted that a response had been received that day. The Neighbourhood Plan Steering Group would be meeting on 16<sup>th</sup> November.

**d) VHMC**

No report, other than the exterior decorating had been completed.

**e) Furze Corner**

Jason Syrett reported that he had received several more letters of support and would be following this up.

**f) Airport**

David Pinchin reported that he had attended a Consultative Committee meeting at the end of October but that nothing was discussed that had particular relevance for Tatsfield.

**g) Police**

The Clerk had emailed the police to notify them of tonight's meeting. PCSO Stuart Wren had emailed to say that PC Annie Cassidy had been moved to Reigate and Banstead and he would be on leave for a short while. The Clerk would email again ahead of the PC's December meeting.

**11. Parish Council Land/Property**

**a) Tatsfield Green**

- Boundary Dispute (Under Part 2)

This was discussed under Part 2.

**b) AMB**

- Central heating issues and possible solutions – The Clerk had sourced one quote to replace the central heating system pipework. Members felt that two further quotes were sourced for comparison and this item was deferred until the next meeting. Ian Hayman would be meeting a contractor for a second quote the following day.
- Use of meeting room by tenants

3663/1122 Members agreed that tenants wishing to hire the meeting room should be charged at the discounted Tatsfield resident rate.

- Advertising meeting room – the meeting room was being hired more frequently but there was scope for further use / hire of the room. Jason Syrett agreed to take some photographs and post an advert on Tatsfield Talk. Kim Jennings would also mention this in the PC report in the next edition of the Parish Magazine.

**c) Westmore Green**

- Christmas Lights – the lights would be switched on on 1<sup>st</sup> December. It would be good to be able to light another tree this year. The most obvious tree to light next would be the one located on the other side of the old bus shelter but this would require an additional set of cabling etc and the estimated cost for this would be around £700. The estimated cost for purchasing the lights and installing them on one tree would be around £550. Members felt it would be too expensive this year to fund the extra cabling works but Becky Rush suggested applying for some money from her Community Allowance.

3664/1122 It was agreed to light two additional trees this year. One would be funded by Community Allowance and the other from fundraising. Ian Hayman would seek an exact costing from the electrician.

- Bike racks

3665/1122 Members agreed to install a bike rack near the new picnic benches, funded using CIL.

- Improvements to picnic bench area – Ian Hayman outlined ideas for improvements to the picnic area. During the wet weather, the grass gets churned up. Some membrane and wood chippings could be laid around each bench. It was suggested that this could be funded via Becky Rush and Your Fund Surrey, but some match funding would be welcomed. This item would need to be deferred until next year.
- Sensor lights in the old bus shelter – this work was initially planned to be included in the extra electrical work for the extension of the Christmas lights. However, as this work would be postponed, it was suggested that some battery powered LED lighting, motion activated strips could be fitted in the interim.

**d) MUGA / Car Park**

- Repainting of tennis court lines – the Clerk had sourced three separate quotes which varied in cost. Kim Jennings was awaiting a further quote and so this item was deferred until the December meeting.
- Amazon parcel lockers – Members agreed that this was a good idea. However, it was suggested that the PC should discuss with the Post Office to see if they would like to install In Post lockers in their car park. If not, the PC would investigate further the possibility of installing them in the AMB car park.
- MUGA opening times – Kim Jennings had discovered at her meeting with the Headteacher that the MUGA was being kept locked after school. As the MUGA opening times were dawn until dusk and it was getting dark earlier over the winter, it was felt that there was no need for the MUGA to be opened on weekday afternoons during term time.

3666/1122 Members agreed that this was a sensible solution.

**12. Meetings to attend/ correspondence**

- Monday 21<sup>st</sup> November 19:30 AMB – Chief planning officer TDC and local residents re enforcement issues / updates.
- TACG – thanks had been received for the £425.00 grant

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

Final public participation: None

The meeting closed at 9.46pm

The next Parish Council meeting would be held on Monday 12<sup>th</sup> December 2022 at 8pm.