

MINUTES of a Meeting of Tatsfield Parish Council held on the 10th October 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

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

And 1 parishioner

The meeting commenced at 8.03 pm

1. APOLOGIES

3632/1022 John Rand had sent his apologies. These were received and accepted by members.

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

3633/1022 Jason Syrett declared an interest in item 11a – Tatsfield Green – Boundary Dispute. He took no part in discussions for this item.

3634/1022 Kim Jennings declared an interest in item 7b – Planning – both applications: TA/2022/1029 and TA/2022/1050. She took no part in discussions for this item.

3. Approve and sign the MINUTES of the previous meeting held on 26th September 2022

3635/1022 It was resolved that the minutes reflected a true and accurate record of the meeting held on 26th September 2022. They were duly signed by the Chair.

4. Receive and accept the MINUTES of the Neighbourhood Plan Steering Group meeting held on 27th July 2022

3636/1022 It was resolved to receive and accept the minutes of the Neighbourhood Plan Steering Group meeting held on 27th July 2022.

5. Public Participation

It was noted that the new PTA Chair, Natalie Ruggins, had planned to attend this evening's meeting to introduce herself to the PC but had sent her apologies. She hoped to attend the November meeting.

6. Officer's report

- The Clerk confirmed that she has renewed the Parish Council's eligibility on the Financial Services Compensation Scheme for another year.
- The road closure orders for the Remembrance Service and Christmas Carol Singalong had been granted.

7. PLANNING:

(a) Planning Team for October: Kim Jennings and Alex Davies

3637/1022 It was resolved that the planning team for October would be Kim Jennings and Alex Davies.

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

TA/2022/1029 The Ranch House, Hillside Road, Tatsfield TN16 2NH

Existing Lawful Development Certificate to confirm the previous extensions to the property.

This is an application by the current owners to justify that any previous extensions undertaken to the property are lawful. They have provided Google photos and statements to prove that no extensions have happened within at least the last 4 years and none as far back as 2014 when they first bought the property. They have also stated that there has been no enforcement action in this period. As the planning history on the property is very old and there are no records on the Tandridge portal, the owners are looking to clarify that the property is lawful and not subject to enforcement. This would appear to be because they are now trying to sell the property.

There are no useful records either way so the proposed response would be 'no comment'.

3638/1022 Comment: No comment

TA/2022/1050 South Lodge, Hillside Road, Tatsfield TN16 2NH

Erection of pitched roof to rear extension to master bedroom supported on a steel frame over rear garage doors.
Installation of glazed doors with glass Juliet balcony.

House in the Green Belt outside of the defined Village. This is a proposal for a modest en-suite bathroom extension to the rear of the property, on steel legs above the access to the garage –together with a minor window/Juliet balcony adjustment. The proposed extension does not project forward of the overall rear boundary line and there do not appear to be any issues arising from overlooking.

3639/1022 Comment: No comment

3640/1022 The Clerk was requested to inform Tandridge Planning Department of the Council's decision.

8. Finance:

(a) Finance Team for October: Kim Jennings and Alex Davies

3641/1022 It was resolved that the Finance Team for October would be Kim Jennings and Alex Davies.

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

3642/1022 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for October.

(c) Items for expenditure:

- Ethan Syrett – to set up and play Last Post and Reveille at Remembrance Service £40.00 – with National Anthem also - £50.00
- CPRE - annual membership renewal - £36.00

3643/1022 The first item no longer required discussion or agreement. Members resolved to renew CPRE membership and this expenditure was approved.

9. Notified Items

(a) PTA request for display banners to advertise the PTA fireworks and also permission to close the MUGA on that evening

The PTA Chair had written to the PC requesting permission to put up banners advertising the PTA fireworks event, as well as notice boards around the village.

In addition, the PTA had requested permission to close the MUGA for the duration of the event.

3644/1022 Members agreed the request to close the MUGA for the evening and also for posters advertising the event to be displayed on Tatsfield and Westmore greens.

(b) Tree planting for Queen Elizabeth II's platinum jubilee

Kim Jennings suggested that an oak tree be planted on Tatsfield Green to commemorate the platinum jubilee.

3645/1022 Members agreed this proposal and further agreed that the tree should be a substantial size.

(c) Emergency Plan

The clerk had made revisions to the plan and, along with Ian Hayman, ensured that all contacts details were up-to-date. It was suggested that the Covid clauses should be kept in for this year.

3646/1022 Members approved and adopted the Emergency Plan.

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

a) County Councillor

No report.

b) District Councillor

Martin Allen gave the following report:

Tandridge Boundary Review

The first submissions which need to be made to the Local Government Boundary Commission for England's (LGBCE) boundary review are in relation to the future size of the Council (that is the number of councillors after May 2024). Each political group will be able to make an evidence-based submission to the LGBCE by Tuesday 1 November. Following this deadline, the LGBCE is likely to meet in the middle of December to make a decision on the size of the Council. After this there will be a public consultation on the new warding patterns. This consultation is likely to last 10 weeks. There will be an election in Tatsfield in 2023 for the Ward and then again 2024 across the district .

Future Tandridge programme

The S&R committee authorised the spending of £500K to initiate savings of £ 1.7m and are currently undergoing savings across the board. Currently overspend is to the value of £568k.

Audit & Scrutiny committee

The emphasis here is still the over run in signing off the Council's accounts for 2020/2021 and 2021/22. But that is not unusual throughout the other Councils across the country.

Cllr Allen is still reporting instances of 'overflying'. There were 4 through August and he was contacted by Warlingham and Chelsham and Farleigh PCs about the increasing number of complaints being received in the respective parishes.

Enforcement issues at 5 Crossways and 19 The Square – updates provided.

Cllr Allen is compiling a list for the CEO including Rosefield House .

c) Neighbourhood Plan

Jason Syrett gave the following report:

Following the consultation event held earlier this year, the Neighbourhood Plan is now just about ready with all its associated documents to be submitted to Tandridge DC for Regulation 15 Consultation.

The documents to be submitted are:

- Regulation 15 draft of the Neighbourhood Plan
- Local Green Space assessment paper
- Consultation Statement
- Basic Conditions Statement

The NP Steering Group is meeting tomorrow (11/10/22) to review last actions which include notifying landowners of the proposed Local Green Spaces (which include the Parish Council and various landowners of Limehouse Bottom).

Please can the Parish Council advise that they are happy for us to submit these draft documents to Tandridge DC when ready this month?

We remain hopeful to get the NP to referendum next spring but need to keep going on the programme with the last few stages.

Members indicated their agreement to the draft documents being submitted to TDC.

Martin Allen also wished to thank Jason Syrett for his hard work in producing the plan.

d) VHMC

No report

e) PFA

Jason Syrett gave the following report:

The PFA is still not meeting. Jason Syrett had emailed and posted on Tatsfield Talk to garner interest within the parish for people to join a working group / committee.

Unfortunately, only 3 letters of support (needed to present to TDC) had been received. A suggestion was made that a template letter could be produced and then various village groups / organisations could be asked to sign in support.

Two people had been in touch with a view to possibly starting youth football clubs / teams at Furze Corner.

Martin Allen added a further update – the barrier had been removed following a meeting between TDC and local residents.

f) Fairtrade

Alex Davies gave the following update:

The Great Big Green Week on Saturday 1st October had been very successful. It was well attended. Kim Jennings also took part in wildflower seed sowing during the event.

g) Police

The Clerk had emailed the police to notify them of tonight's meeting. No report.

David Pinchin noted that he was still experiencing difficulty in getting the police to visit Tatsfield. He would be contacting the new officers, Annie Cassidy and Stuart Wren to invite them to the village.

11. Parish Council Land/Property

a) Tatsfield Green

- Boundary Dispute (Under Part 2)
This was discussed under Part 2.

b) AMB

- Potential conversion of lobby room into additional office space
The PC had received an expression of interest to rent office space at the AMB. Currently, all offices were let to tenants. One suggestion would be to convert the lobby room into an office but this would require creating a new corridor to access the kitchen and toilets. This project would need costing.

- Central heating issues and possible solutions
Following the recent leak in the corridor – due to two small holes in the cold-water inlet pipe, it has been suggested that the ongoing issues with the central heating system may also be due to some erosion of the pipework. The contractor is currently costing a new pipe network (to be installed above ground) but was unable to get the costings in time for this meeting. This will be on the next agenda.

12. Meetings to attend/ correspondence

None

13. Matters for reporting or Inclusion in a Future Agenda

Proposal to change agenda item PFA to Furze Corner on future agendas.

Final public participation: None

The meeting closed at 8.50pm

The next Parish Council meeting would be held on Monday 14th November 2022 at 8pm.