

MINUTES of a Meeting of Tatsfield Parish Council held on the 9th October 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 Martin Elmer Mr Simon Cook Mr Andrew Moore

In Attendance: Samantha Head (Clerk)

And 0 parishioners

The meeting commenced at 8.02 pm

1. APOLOGIES

3852/1023 Kim Jennings and Dave Mitchell had sent their apologies. These were received and accepted by members.

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

3853/1023 Jason Syrett declared an interest in item 10a – Tatsfield Green, Boundary Dispute.

3. Approve and sign the MINUTES of the previous meeting held on 11th September 2023

3854/1023 It was resolved that the minutes reflected a true and accurate record of the meeting held on 11th September 2023. They were duly signed by the Chair.

4. Public Participation

None

5. Officer's report

None

6. PLANNING:

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

3855/1023 It was resolved that the planning team for October would be Jason Syrett and David Pinchin.

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

TA/2023/994/TPO 70 Paynesfield Road, Tatsfield TN16 2BG

T1 & T2 – Chestnut – Remove epicormic growth up to 15ft.

Minor works to existing chestnut trees, set well back from Paynesfield Road.

3856/1023 Comment: No comment

TA/2023/1061 Motorway Service Area North, Motorway Service Area, Clacket Lane, TN16 2ER

Construction of a drive thru lane and the associated civils works with extensions to provide the pay and collect locations.

Landscaping and single storey building extension/modifications to construct a drive through McDonalds, Clacket Lane North. This involves the loss of a number of semi-mature trees and habitat directly adjacent to Clacket Wood.

3857/1023 Comment: Tatsfield Parish Council objects to this planning application on the basis of the loss of a number of semi mature trees and a significant area of established wildlife habitat that is a naturalised continuation of Clacket Wood to which it is adjacent. Clacket Wood is a designated Ancient Woodland and a Site of Special Scientific Interest (SSSI).

This proposal would cause loss of important wildlife habitat and impact on the openness of the Green Belt.

We also would have significant concern about the impact of vehicles – noise and lights together with amenity lighting in this area impacting on the night time habitat of the Ancient Woodland/SSSI.

We include photos below of the impacted area.



TA/2023/1074 Motorway Service Area North, Motorway Service Area, Clacket Lane TN16 2ER
 Installation of a free-standing totem sign and a wall mounted sign.

This signage application relates to application ref. TA/2023/1061, also reviewed this month.

3858/1023 Comment: Tatsfield Parish Council objects to this planning application in line with our objection under application ref. TA/2023/1061. This is on the basis of the loss of a number of semi mature trees and a significant area of established wildlife habitat that is a naturalised continuation of Clacket Wood to which it is adjacent. Clacket Wood is a designated Ancient Woodland and a Site of Special Scientific Interest (SSSI). This proposal would cause loss of important wildlife habitat and impact on the openness of the Green Belt.

We also would have significant concern about the impact of vehicles – noise and lights together with amenity lighting in this area impacting on the night time habitat of the Ancient Woodland/SSSI.

TA/2023/1134 Kingswood, Goatsfield Road, Tatsfield TN16 2BU

Retention of existing small timber shed, open lean-to shed and greenhouse. (Retrospective)

Summary:

- Located in the Green Belt outside of the defined village.
- Previous planning history on TDC planning portal.

This planning application is for the retrospective retention of three outbuildings that should not have been built as a result of planning restrictions placed on the property when it was constructed under TA/2014/980. There are further issues with other retained or built structures.

3859/1023 Comment: This planning application is for the retrospective retention of three outbuildings that should not have been built as a result of planning restrictions placed on the property when it was constructed under TA/2014/980. Their retention would cause harm to the openness of the green belt and they should be demolished.

We believe that one shed was erected only last year and that Rose Cottage, a former building on the site that was required to have been demolished under the TA/2014/980 consent still remains on the site in a partially derelict state. Further, a utility room with cloakroom appears to have been added to the back of the new house without planning consent and is also not shown on the proposed plans submitted with this application – this might also represent built additional volume.

These items were raised as potential enforcement issues in comments made by Councillor Martin Allen in his comments on previous application TA/2022/1276. We request that TDC look into potential planning enforcement on this property.

TA/2023/1157/NH Newlyn, Ricketts Hill Road, Tatsfield TN16 2NA

Erection of a first-floor extension to form house, internal alterations and reduction of existing side and rear roof. (Notification of enlargement of a dwelling house by construction of additional storeys under Schedule 2, Part 1, Class AA)

Summary:

- Located in the Green Belt outside of the defined village.
- Previous planning history on TDC planning portal.

An existing 3-bedroom bungalow that was previously extended through permission granted in 1991.

Proposal to add a further storey to the property (making it a 6-bedroom house) that would more than double its volume prior to the 1991 extension.

3860/1023 Comment: 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, and previous permissions granted for extensions, a small existing bungalow is significantly increased in volume to around double its original size prior to 1991. This application alone will result in a significant volumetric increase and, as a result, represents a disproportionate addition to the existing dwelling.

Development in terms of dimensions or volume is cumulative so in the authority's assessment, TDC must take into account everything previously built on or permitted to the original dwelling house whether by permitted development or with planning permission. The combined scale of change of these applications when combined represents *'disproportionate additions over and above the size of the original building as it existed at 1 July 1948 (for non-residential buildings) or 31 December 1968 (for residential dwellings), or if constructed after the relevant date, as it was built originally'*. (Tandridge Local Plan Part 2 DP13). They would therefore represent inappropriate development in the Green Belt.

3861/1023 The Clerk was requested to inform Tandridge Planning Department of the Council's decisions.

7. Finance:**(a) Finance Team for October: Jason Syrett and David Pinchin**

3862/1023 It was resolved that the Finance Team for October would be Jason Syrett and David Pinchin.

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

3863/1023 Members approved the Clerk's request. Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for October.

(c) External Audit

The Clerk reported that the external audit was passed with no matters to report, save for the asset value from 2021/22 had not been restated.

8. Notified Items**(a) Furze Corner**

TDC has sent a draft lease. Nichola Stokoe has been engaged as the PC's legal representative. Martin Elmer and Jason Syrett have volunteered to AML checks.

3864/1023 Members agreed to sign the Client Care letter and Terms of Business agreement.

(b) Speed management in the village centre

This item follows on from the last meeting. Simon Cook proposed that enquiries should be made regarding the possibility of requesting additional speed humps in the village centre.

The Clerk had spoken to an SCC officer who regularly changes the battery in the VAS. He had suggested the PC contacts the Surrey Police Casualty Reduction Officer and requests a speed data recorder. The clerk would send the contact information to Simon Cook.

(c) Emergency Plan

The Clerk had reviewed the Emergency Plan and, subject to some minor amendments and following a meeting with Martin Elmer, this would be presented to the PC at the November meeting for approval and adoption.

(d) Parish Council Risk Assessment - ASB

Simon Cook had circulated a paper copy of a draft page (ASB) to be added to the PC's Risk Assessment document.

3865/1023 Members approved the draft and Simon Cook agreed to add it to the PC's Risk Assessment.

(e) Remembrance Service

Kim Jennings would be meeting the vicar later in the week to finalise the service.

Andy Moore had created two options for a poster to advertise the event. Members preferred the second option.

Jason Syrett had contacted the Scouts and the Cadets to invite them to attend the service. He would also check the sound system and speakers and music (timings).

Simon Cook had been in touch with the local RBL to enquire if there was a possibility of having a flag bearer attend the service. He would also contact Martyn Saines re reading the Roll of Honour.

(f) Christmas Carols / Lights switch on

The plans had altered slightly from those outlined at the September meeting. The light switch on would be on 1st December, as usual. The timer was set for 16:00. Chris McMullan would be carrying out a check of the lights prior to switch on.

It was proposed that a carol singalong would be held in the pub garden on 15th December. Andy Moore volunteered to organise and agreed to liaise with Kim Jennings before finalizing any plans. It was suggested that the Tatsfield Singers and / or the school choir could be invited to attend, to lead the singing.

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. The Clerk proposed sending Becky Rush an email thanking her for supporting and approving the PC's Your Fund Surrey Small Community Fund application.

b) District Councillor

Martin Allen had sent his apologies and there was no report.

c) Neighbourhood Plan

Jason Syrett gave the following update: the plan had been updated at the weekend and submitted to TDC. The next Neighbourhood Plan meeting would be held on 12th October.

d) TIB

This item was deferred.

e) Airport

David Pinchin gave the following report:

Regarding the Airspace Change Proposal referred to at the last meeting, I discussed the matter at length with Colin Hitchins and also attended one of the public consultation events at the airport.

As I thought, it has been confirmed that the change proposal is about replacing the current outdated Instrument Approach Procedure (IAP) with a more modern satellite-based system and includes a Missed Approach Procedure (MAP). The IAP is actually very rarely used as inbound aircraft use radar vectoring from Air Traffic Control until they are established on their own ILS (Instrument Landing System). It is only when the weather does not allow the pilot to fly visually due to low cloud or visibility that the IAP is used and the MAP only comes into play if the pilot does not consider a landing is possible.

So, the new system will in no way affect the directions in which air traffic land at the airport, approaches will remain the same. The change will not be discernible from the ground.

There is one aspect of a missed approach, or possibly as a result of a safety instruction from ATC, on which comments are being sought in that there are three possible and marginally different alternative route options from the north for a pilot to go round for a second approach. However, those alternatives have no implications for Tatsfield.

As part of the consultation process the airport have gone to great lengths to emphasise that this change proposal is not about any increase in aircraft numbers, types and sizes or any increase in the airport operating hours or any airport expansion.

The consultation process concludes today and, if agreed, I propose to submit the PCs support for this change programme after the meeting.

3866/1023 Members approved submission of the PC's comment in support of the consultation proposals.

f) VHMC

There was no report.

g) Police

Simon Cook reported that he had emailed PCSO Stuart Wren regarding the ASB in the village centre, as well as other issues. He was awaiting a response. He also noted that several vehicles had been reported as untaxed and / or uninsured.

10. Parish Council Land/Property

a) Tatsfield Green

- Boundary Dispute (Under Part 2)

There was no update.

b) Westmore Green

- Playground project – David Pinchin commended the great work carried out on Friday and Saturday. There had been many positive comments regarding the new community garden. The double gate was unable to be closed properly and dogs were entering the play area and fouling. The Clerk had spoken to TDC to look into installing a closer.
- Lighting for picnic area project / picnic area project update – the Clerk had circulated a quote to add lights to the new posts around the picnic area. The quote was for £2,000 (including VAT). Having the works undertaken at the same time as the picnic area improvements had meant that the cost was less than otherwise expected.

3887/1023 Members approved the expenditure.

c) Aileen McHugo Building

Water leak repair (ratify) – the mains water pipe was leaking and this had been resolved by installing new pipework which bypassed the existing pipes in the concrete floor and utilising the crawl space in the roof. The work needed to be undertaken immediately and was authorised via email. The total cost was £950 plus VAT. The Parish Council thanked Dave Mitchell for all his help in resolving the issue.

3888/1023 Members ratified the invoice.

11. Meetings to attend/ correspondence

- TDC Chairman's Quiz night – various dates in early 2024.
- Fairtrade meeting on 14th November 7pm – Simon Cook to attend.
- Thanks were given to Martin Elmer for his renovation of the village centre sign.

12. Matters for reporting or Inclusion in a Future Agenda

None

Final public participation:

None

The meeting closed at 9.17pm

The next Parish Council meeting would be held on Monday 13th November 2023 at 8pm.