

MINUTES of a Meeting of Tatsfield Parish Council held on the 11th February 2019 in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield commencing at 8.00 p.m.

Present: Mrs Nichola Stokoe (in the chair)
Mrs Helena Garcia-MacLeod Mrs Althea Davies

In Attendance: Samantha Head (Clerk)
Cllr Martin Allen
Cllr Becky Rush

And 4 parishioners.

The meeting commenced at 8.04pm

1. APOLOGIES

1820/0219 Mrs Kim Jennings, Mr Ian Mitchell and Mr Mike Sarll had sent their apologies. These were received and accepted by members.

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

None

3. Approve and sign the MINUTES of the meeting held on 14th January 2019

1821/0219 It was resolved that the minutes reflected a true and accurate record of the meeting held on 14th January 2019. They were duly signed by the Chair.

4. Receive and Accept the Minutes of the Neighbourhood Plan Steering Group meeting held on 19th December 2018

1822/0219 It was resolved to receive and accept the minutes of the Neighbourhood Plan Steering Group meeting held on 19th December 2018.

5. Public Participation

None

6. Officer's report on actions outstanding since the previous meeting

- i) The Clerk noted that she had reported the damaged sleeper outside Pond Cottages to TDC.
- ii) The Clerk noted that extra salt had been delivered by TDC and this had been utilised to grit public footpaths and, with the assistance of the volunteers, some of the SCC bins had been replenished.
- iii) The clerk had agreed a new contract with E.On as the PC account had been moved to a less competitive tariff. The new deal involved a two-year contract – a 27p daily standing charge and a 3.84p KW rate. Based on current usage, this would equate to a £964 saving over the term of the contract (which would cost approximately 40% less than the PC currently pays).

7. PLANNING:

(a) Planning Team for February: Kim Jennings and Althea Davies

1823/0219 It was resolved that the planning team for February would be Kim Jennings and Althea Davies.

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

TA/2019/100 Thistle Cottage, Shaw Road, Tatsfield TN16 2BX

Extension of existing loft extension to include front and side dormer windows.

This property is situated in the Green Belt and had permitted development rights removed.

This appears to be a calculation question for TDC Planning Officers.

1824/0219 Comment: No comment

TA/2018/1276 Anhedral, Greenway, Tatsfield, TN16 2BS

Erection of two-storey side, rear extension and attached garage. Formation of additional hardstanding incorporating extension of driveway. (Retrospective) (Revised plans)

This is a retrospective application as the resultant work was not as approved.

1825/0219 Comment: No comment

TA/2018/2481 Charmwood, Greenway, Tatsfield TN16 2BS

Two-storey, 4-bed dwelling with associated parking and amenity space.

As a result of the refused application 2018/1622 (refused 6th Dec 2018), the applicants have made some minor alterations.

1826/0219 Comment: No objection

TA/2018/2004/TPO The Wood House, Ricketts Hill Road, Tatsfield TN16 2NA

T1 – Beech – Reduce stem growing to North (facing the driveway) by 3 – 4 metres out of the height depending on how bad the rot is at the top. Reduce the longest north facing branches by 5 metres to then leave a 5 – metre spread around the whole tree.

1827/0219 Comment: No comment

TA/2018/1762 Moorhouse Tile Works, Westerham Road, Westerham TN16 2ET

Demolition of existing buildings. Erection of Class B8 commercial building, access, servicing, parking and landscaping.

The amendments relate to:

- Reduced height of the proposed building
- Revised parking layout
- Revised landscaping plan

1828/0219 Comment: Tatsfield Parish Council supports the latest response to this application from the Surrey Hills AONB Planning Adviser, dated 8th February 2019. We also wish to re-affirm our response of 11th October 2018 in which we supported the original letter from the AONB adviser, in particular his suggestion regarding housing.

Note: This decision will be ratified at the next meeting as the application came in after the agenda for this meeting was published and with a 14-day deadline for comment.

1829/0219 The Clerk was requested to inform Tandridge Planning of the Parish Council's decisions.

8. Finance:**(a) Authorise payments (including authorisation of Internet banking) detailed in Appendix B**

1830/0219 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for February.

(b) Authorise payments (including authorisation of Internet banking) detailed in Appendix B.1

1831/0219 Items on Appendix B.1 were duly approved. Cheques and supporting invoices were checked and signed by Althea Davies and Mike Sarll (after meeting).

(c) Discuss and agree items requiring expenditure:

There were no items requiring expenditure at the time of the publication of the agenda.

(d) Finance Team for February: Kim Jennings and Althea Davies

1832/0219 It was resolved that the Finance Team for February would be Kim Jennings and Althea Davies.

9. Notified Items**(a) Date for 2019 Annual Parish Meeting**

It was agreed and confirmed that the APM would be held on Tuesday 2nd April. Suggested speakers were: Tim Oliver (new SCC Leader), Becky Rush (new County Cllr), update from Ian Hayman re the pond, update from Martin Allen re the Neighbourhood Plan, presentation from Biggin Hill Locate.

1833/0219 The Clerk was requested to book the VH for 2nd April and to contact the potential speakers to check availability.

(b) SCC election (31st Jan)

Becky Rush had been elected as the new County Councillor. The Chairman congratulated her and thanked her for attending the meeting.

(c) Parish Council elections – May 2019

The Chairman confirmed that there was a group of residents working to establish if any parishioners were interested in standing in the forthcoming elections.

(d) Gritting contract

Woldingham PC (WPC) had put the PC in touch with Nick Fuller, a local farmer, who carried out private gritting work in Woldingham. Rates of £80 p/h for snow ploughing and £60 p/h for gritting have been agreed. WPC has kindly agreed for TPC to use the gritting attachment, subject to TPC contributing to the cost of servicing it. WPC has also agreed to sell TPC three tonnes of salt at cost price (£372). The Chairman liaises with Nick Fuller to make the decision if gritting / ploughing needs to take place. The PC will be invoiced on a monthly basis.

(e) Snow Clearing in village centre

- a) During the recent adverse weather, six community volunteers cleared the pedestrian route to school, the area round the bus stop, the shops, and the slope at the entrance to the car park and put down salt. They also cleared and salted the path down Ship Hill to its junction with Ninehams Road. The salt bin opposite Ninehams Road is empty as is the one at the junction of Crossway and Westmore Road. The Chairman thanked the volunteers.

(f) Tatsfield Family Event request from Dave Bishop

Dave Bishop had contacted the PC to request permission and support to hold an 'afternoon family picnic' on Westmore Green on Saturday 17th August. His idea was to engage the services of the 'Tatsfield Saints' band (who play at the Christmas Carol Singalong and the Remembrance Service) to play music with family friendly activities / competitions during the interval.

Members requested further information from Dave Bishop regarding likely numbers of attendees and proposed music programme i.e. suitability for the intended audience. A decision would then be made at the March main meeting.

(g) TiB request – Rose Flower Beds at The Square

The Pc has been asked to support a TiB proposal to replant the two triangular beds in The Square with low growing roses. TDC would clear the ground and carry out initial preparation. If the PC would provide the funds for the purchase of the plants and materials, the TiB group, along with local volunteer support, would carry out the final preparation and planting work. The TiB group would also carry out the regular maintenance of the new beds. Estimated costs would be approximately £1,000. Concerns were raised regarding the height of the roses and the proximity to the footpath. Jon Allbutt confirmed that the plants would be low growing to allow for visibility and TDC had already indicated that it would require a 300mm strip around the edge of the bed to ensure no overhanging.

1834/0219 It was agreed that the PC would support this proposal in principle. Jon Allbutt agreed to produce a detailed planting scheme and more precise costings. He would also consult with local residents to ensure support for the proposal.

(h) Grass Verge Cutting – update

Kim Jennings was the lead on this item. Due to her absence at this evening's meeting, this item was deferred to the March main meeting.

(i) JRRRA

The Johns Road Residents' association had contacted the Pc requesting guidance on what could be done to minimise drivers (particularly delivery drivers) using various roads where there are no turning areas or no through access. In particular, whether additional signage should be displayed.

It was agreed that there are many roads in Tatsfield which are affected by this. It was suggested that businesses should be contacted to see what can be done from their end.

1835/0219 Althea Davies agreed to contact companies to ascertain if anything could be done and draw up a list of affected roads. To follow up at the March main meeting.

(j) Scout Fete

The Tatsfield 1st Scout Group has contacted the PC to ask permission to hold its annual fund-raising Summer Fete on Westmore Green on Sunday 7th July.

1836/0219 Members resolved to grant Tatsfield 1st Scout Group permission to hold the Summer Fete on Sunday 7th July.

(k) St Marys Church – grant request

St Marys Church has approached the PC for a grant towards the costs involved in an extension to the existing graveyard. The churchyard has limited space available for future burials and cremations and so the church is looking to extend the burial site. In 2009, the owners of an adjacent field gifted a strip of land to the church for this extension and on the understanding that ownership passed to the Church of England. During 2009 all the legal paperwork was completed and this is now registered with the Land Registry.

In 2009, an application for change of land use was made to TDC. Due to funding issues, the stipulations from the approval of the application were not completed and a new application needs to be made.

A new application will cost £460 and an archaeological survey needs to be carried out. St Marys Church is asking for financial assistance to pay for the new application and the cost of the archaeological survey.

The Clerk has been in touch to request the usual documentation to support a grant request and indicated that the grants for 2019-20 have already been allocated. It is expected that the accounts and other supporting documents will be ready by May / June 2019 and will be submitted for consideration in the autumn.

(l) Tatsfield Beer Festival

Tatsfield School has asked the PC for permission to hold its annual fund-raising beer festival on Westmore Green from Friday 20th September to Monday 23rd September.

1837/0219 It was resolved to grant Tatsfield School permission to hold the Beer Festival, subject to the usual conditions.

(m) Titsey Hill Car Park – update

Work next to the car park at the top of Titsey Hill is 'woodland management'. The work is thinning out and felling some of the trees, not just coppicing. The car park will be reinstated once the work is over, as will the public right of way wherever it has been affected.

(n) Hedges along Church Hill – update

Lloyd Gulley has contacted the Golf Club and SCC regarding the hedges along Church Hill. He raised concerns to Surrey Highways about the overhanging vegetation from the Golf Club, as well as other properties along this road. The Golf Club has responded to thank him for his comments and noted that the works were on its Winter Projects list.

(o) Gutter at Old Post Office (Westmore Road)

It appears that the roof gutter on the Westmore Road side of the Old Post Office is regularly overflowing all along to the corner. There is the potential for sheet ice to form as the ground freezes.

1838/0219 The PC agreed to contact the owner of the property to make him aware of this.

(p) SECAMB / Community Responders Scheme

Following a report from a Tatsfield resident that she had endured a three-hour wait for an ambulance when her daughter had been taken ill and raised the question of possibly reinstating the Responders scheme in the village.

Phil Clark provided an update for last month's meeting. SECAMB states that the low numbers of calls received from Tatsfield does not translate into supporting a Responder service in Tatsfield.

It was suggested that evidence is gathered to support the need for this service within the parish.

A member of the public suggested that there must surely be other villages around the country who are experiencing the same issues and who have found a way round this.

1839/0219 It was agreed that the Clerk would email other local clerks to see if there were any similar situations locally.

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

a) County Councillor

Becky Rush was elected on 31st January.

She gave the following update:

- The SCC budget had been approved.
- The consultation on the closure of the Bond Road CRC had resulted in a postponement of closure until at least September 2019. BR had to find funds to cover some of the services which would be cut in the interim. Children's Centres across the county would close, to be replaced with a more tailored service modelled on the scheme run successfully in Essex.
- BR had attended a briefing regarding Heathrow Airport. While waiting on a decision regarding the third runway, a proposal has been put forward to enable a further stacking system – possibly involving the airspace above Biggin Hill. The consultation is only for Heathrow and the immediate area which BR feels is an incomplete consultation. BR believes that this is not a wide enough view and would like PCs and TDC to be statutory consultees. She is waiting to hear back from the aviation team at County Hall and will forward further details when they become available.

b) District Councillor

Cllr Martin Allen gave the following report:

- Cllr Allen has met the CEO at TDC twice recently regarding member / Officer protocol – to improve communication.
- Cllr Allen has attended a medium-term financial strategy workshop.
- Cllr Allen attended the BHACC AGM.
- Cllr Allen met officers from the enforcement department regarding Thistledown, accompanied by Nichola Stokoe and Ian Mitchell. The opportunity to update on all outstanding enforcement actions was taken and an aide memoire was sent to TDC.
- Cllr Allen attended a TDC business event, along with Mark Stokoe.
- Cllr Allen attended a 'new parish council' action meeting on 29th January and a follow up meeting on 5th February. He will attend a meeting for prospective district councillors.
- Cllr Allen attended a finance meeting on 31st January and an enforcement workshop on 4th February.
- Cllr Allen met KJ Rhee (Park Wood Golf Club) and introduced him to Becky Rush (the new County Councillor) to discuss tree felling, the NP call for sites and the new almost complete GC refurb.
- Cllr Allen has received multiple complaints about Crossways / Crossways Court.
- There are ongoing issues regarding light pollution from Moorhouse.
- Successfully petitioned to get the tree line cut back along White Lane.
- Will be meeting the new SCC Leader, Tim Oliver, on 18th February. Ian Mitchell and Kim Jennings to attend.
- A decision on the Moorhouse planning application is expected at the planning meeting to be held on 7th March.

c) Tatsfield in Bloom

The plant order has been placed. The theme for this will be celebrating Fairtrade's tenth anniversary.

A decision has been made to remove the hanging baskets from outside the pub. They are badly affected by the wind. There are discussions between TiB and the pub about possibly having manger baskets. There are also discussions taking place to possibly place barrier baskets outside the shop and a planted waterbutt between the two buildings.

d) **Tatsfield Fairtrade Group**

Althea Davies had circulated the 10-year tea party invitations and forwarded the names of those who had indicated they would like to attend.

e) **Horticultural Society**

Martin Allen gave the following updates:

- The 2019 yearbook is now in circulation.
- The next THS event will be the Martin Hazelwood Quiz to be held on 12th February in the WI Hall.

f) **Village Hall Management Committee**

No update

g) **Airport**

No update

h) **Speedwatch**

No report.

i) **Neighbourhood Plan**

A Steering group meeting was held on 17th January. The Call for Sites has already generated 4 responses. The Business Survey has been sent out. The Utilities letter is in the process of being finalised.

At the next NP meeting, to be held on 19th February, final planning for the x2 public events scheduled for April / May will be undertaken.

The Housing Group had also met to 'drill down' the findings and recommendations from the HNS.

j) **Tatsfield Responders**

No update

11. Parish Council Land/Property

a) **Village Hall**

- Main porch at front of VH and small side porch – refurbishment
This item was deferred until the March main meeting.
- Gate – A request had been received from the Chairman of the VHMC. He states that the gate is now difficult to open and it drags on the block paving. The post which supports the gate is rotten at the bottom and possibly needs replacing.

1840/0219 The clerk was requested to contact Dave Mitchell to ask him to advise on whether a repair or replacement was needed.

- Parking / signs – Nichola Stokoe agreed to lead this item and would report back at the March main meeting.
- New porch – staining – Althea Davies has been in contact with James Blunt re the staining. James said that it was 'tanning' leaching from the new oak and would continue to leech for some time. Martin Allen suggested that the moisture content of the oak should be tested.

b) **Westmore Green**

- Pond – Ian Hayman from Tatsfield Aquatics was present at the meeting and the Chairman offered him formal thanks for all his hard work on the pond.
The Clerk noted that further to all the kind offers/suggestions received from Tatsfield residents, Ian Hayman had suggested that he and his team forge ahead with the spring planting plan before considering adding any structures to the pond. Dogs should be discouraged from entering the pond.
- Christmas Lights – Mike Sarll had not yet met with Ted Chaponiere, Stuart Farmer or Doug Freeze.
- Cars parking on the green – as reported at the January main meeting, a number of cars have been parking on the green.

1841/0219 It was agreed that a 'soft' approach would be preferable and it was suggested that Mike Sarll might approach the residents of the houses on Lusted Hall Lane, directly opposite Westmore Green and kindly ask them (or their visitors) to refrain from parking on the green.

- Pond cottages – sleeper and no through road sign request
The Clerk confirmed that she has reported the damaged sleeper to TDC.

1842/0219 Members present agreed to visit the slip road to look at the current signage before making a decision if further, more detailed signage was needed.

c) **Tatsfield Green**

- Boundary Dispute (Under Part 2)
This item would be discussed under Part 2.
- Tree Inspection query
Jon Allbutt had visited the site and noted that the damaged tree is a large Beech standing on the verge adjacent to High Beeches and Wayback. The tree has a broad crown which extends over both properties and the full width of Ricketts Hill Road. There is a large broken branch tangled in the section of the crown that

overhangs RHR. It appears to be stable and is largely horizontal with the crown, however, there is clearly a risk that it could move and fall onto RHR.

1843/0219 The Clerk was requested to contact the tree officer at TDC to ask if he could visit site and assess the state of the tree.

12. Meetings to attend/ correspondence

- Discover Gatwick dates: Tuesday 19th March 2019 or Tuesday 30th April 2019. Ian Mitchell had indicated that he would be able to attend the April meeting.
- The Clerk noted that thanks had been received from the Composting Group, the Fairtrade Group, TiB, the Parish Magazine for the 2019-20 grants.

13. Matters for reporting or Inclusion in a Future Agenda

None

Final public participation:

- Charmwood application – a general observation from a parishioner that perhaps the PC should consider the environmental loss / gain from such a development and would the PC want to comment to TDC planning about the wonderfully biodiverse habitat at the site.
- Events held on Westmore Green – the PC should consider ensuring that participants should be held responsible for reinstating the green should any damage occur during the event.

The meeting closed at 9.45pm