

**MINUTES of a Meeting of Tatsfield Parish Council held on the 13<sup>th</sup> January 2020 in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield commencing at 8.00 p.m.**

**Present:** Mrs Kim Jennings (in the chair)  
Ms Alex Davies Mr Jason Syrett Mr Ashley Clifton Mr David Pinchin Mr Stephen Mittins

**In Attendance:** Samantha Head (Clerk)  
Cllr. Becky Rush

And 2 parishioners.

The meeting commenced at 8.02 pm

**1. APOLOGIES**

3004/0120 Ian Hayman had sent his apologies. These were received and accepted by members

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

3005/0120 Jason Syrett declared an interest in item 11b – Tatsfield Green, Boundary Dispute. This item was discussed under Part 2 and Jason Syrett left the meeting room prior to this section of the Part 2 meeting commencing and did not therefore take part in the discussion or agreement for this item.

3006/0120 Stephen Mittens declared an interest in item 7b – ref: TA/2019/2198 Holly Cottage, Barnfield Road, Tatsfield TN16 2LG as he had received notification of this application and was a near neighbour and therefore took part in the discussion or decision for this planning application.

**3. Approve and sign the MINUTES of the previous meeting held on 9<sup>th</sup> December 2019**

3007/0120 It was resolved that the minutes reflected a true and accurate record of the meeting held on 9<sup>th</sup> December 2019. They were duly signed by the Chair.

**4. Receive and Accept the Minutes of the Neighbourhood Plan Steering Group meeting held on 26<sup>th</sup> November 2019**

It was noted that the wrong date had been attributed to this meeting on the agenda – 14<sup>th</sup> November being a meeting of the Neighbourhood Plan Housing Group. The correct date for the Neighbourhood Plan Steering Group meeting was 26<sup>th</sup> November.

3008/0120 It was resolved to receive and accept the minutes of the Neighbourhood Plan Steering Group meeting held on 26<sup>th</sup> November 2019.

**5. Public Participation**

- Post Office – Tatsfield Village Club has had to employ someone full time to run the PO. It needs to be used by the community in order to make it viable. Could the PC remind people to use the PO?
- Ship Hill – the green waste has now been cleared and a hedge planted.

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

- i) The Clerk had submitted the annual return for the KEVII.
- ii) The Clerk had booked the VH floor reseat for autumn 2020 (to take place during the October half term) and secured it at the same price as 2019.
- iii) The Clerk had affixed numbered stickers to the streetlamps in the car park so that they are more easily identifiable when there are issues.
- iv) New hinges had been fitted to four of the kitchen cupboards in the AMB so that the doors now close.
- v) Two new bins had been placed in the kitchen – one for general waste and the other for mixed dry recycling. Not only is this more hygienic and slightly but it also allows that PC to recycle more.

**7. PLANNING:**

**(a) Planning Team for January: Alex Davies and Ian Hayman**

3009/0120 It was resolved that the planning team for January would be Alex Davies and Ian Hayman.

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

**TA/2019/1997 2 Rag Hill Close, Tatsfield TN16 2LR**

Proposed first floor extension.

This property is located in the Green Belt.

There is a long planning history for this property. An application for a first-floor extension to the front elevation was refused in May 2013 due to an increase in scale of 46.7% which, in the Green Belt would be considered unacceptable and would have a detrimental impact upon the openness of the area by reason of the additional bulk. A similar application in September 2013, at a smaller scale – 39.3% - was approved.

The Parish Council has concluded, upon reviewing the plans, that this application is the same as the previous application (Sept. 2013) which TDC planning approved.

3010/0120 Comment: No comment

**TA/2019/2078 Mobile Home, Waylands Farm, Tatsfield Approach Road, Tatsfield Tn16 2JT**

Existing dwelling. (Application for a Certificate of Lawful Development for an Existing Development)

This is a Certificate of Lawful Development for an Existing Development.

3011/0120 Comment: No comment.

**TA/2019/1996 Pipersdene, Parkwood Road, Tatsfield TN16 2LT**

Erection of new roof to existing outbuilding and alterations to external appearance.

3012/0120 Comment: No comment

**TA/2019/2198 Holly Cottage, Barnfield Road, Tatsfield TN16 2LG**

Erection of front porch, single storey side and rear extensions. (Certificate of Lawfulness for a Proposed Use or Development).

- Application for Lawful Development

- Located within the Green Belt outside of the Defined Village.

- The property was recently refused planning permission under application TA/2019/1432 for erection of two-storey rear extension, single storey side extension and replacement porch and then received a split decision on TA/2019/1738.

This is an application for extensions to an existing two storey detached house located on Barnfield Road. The proposed single-storey rear extension, 4metres deep, represents the size of a large living room plus a bedroom adjacent at ground level. The side extension is an increase from the existing utility room in this location, now creating a kitchen, utility and cloak room. The alterations/extensions are proposed in complimentary materials and a 'barn style' mansard roof design that are complimentary in design to that of the existing house. The application is broadly consistent with 2019/1738 except that the rear extension has been reduced to single storey, however it is now larger in size. As this property is located within the Green Belt, the key consideration here is whether the proposed extensions are 'disproportionate' to the original house as existing at 31 December 1968 or as originally built since. (NPPF Section 13 and Tandridge Local Plan policy DP13(E) are the relevant Green Belt Policies.)

We conclude that the proposed extensions are significant in size and create a disproportionate addition to the original house. As a result, the development is inappropriate development and causes harm to the openness of the Green Belt. It is contrary to NPPF and Tandridge Local Plan Green Belt policies.

3013/0120 Comment: Tatsfield Parish Council objects to this application. The footprint of the house would be increased by c.130%. We conclude that the proposed extensions are significant in size and create a disproportionate addition to the form and size of the original dwelling. As a result, the proposals are Inappropriate Development and therefore cause harm to the openness of the Green Belt. The proposals are contrary to NPPF Section 13 (para.145) and Tandridge Local Plan Part 2: Detailed Policies DP10 and DP13(E). There are no obvious very special circumstances that would outweigh the harm identified.

**KCC/SE/0495/2018 Covers Farm Quarry, Westerham, Kent**

Stabilisation and restoration of Covers Farm Quarry using imported engineering materials to restore the site to grassland, including landscape planting of an ecological receptor area together with a temporary road and ancillary

buildings.

The Chairman gave a brief summary of the application which is similar to that reviewed and commented on by the Parish Council in December 2018. The Parish Council agreed to return the same objection as December 2018.

3014/0120 Comment: Objection. The Parish Council wishes to object to the proposal on the basis of the detrimental effects of increased traffic movements on the B2024 (Clarks Lane) at its junction with Pilgrims Lane which is a known 'pinch point' that falls within the parish of Tatsfield. The Parish Council also wishes to draw attention to the need to have regard to the Cross-Valley Dyke as the proposed works would come close to the border and this ancient monument's location.

3015/0120 The Clerk was requested to inform Tandridge Planning of the Parish Council's decisions.

3016/0120 The Clerk was requested to inform Kent County Council Planning of the Parish Council's decision.

## 8. Finance:

### (a) Finance Team for January: Alex Davies and Ian Hayman

It was noted that Ian Hayman was unable to attend this meeting and Kim Jennings kindly volunteered to authorise payments for January.

3017/0120 It was resolved that the Finance Team for January would be Alex Davies and Kim Jennings

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

3018/0120 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for January.

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

No payments.

### (d) Discuss and agree items requiring expenditure

No items requiring expenditure.

## 9. Notified Items

### (a) Closure of the PC, Village, Neighbourhood Plan and History Group websites

Alex Davies gave the following update:

The next meeting is scheduled for 17<sup>th</sup> January. This will be reported at the February main meeting.

### (b) Christmas Hamper Fundraiser

The Chairman reported that £653 had been raised. It had been a resounding success and already it had been suggested the Parish Council run the fundraiser again in 2020. Decisions on which projects to donate the funds to would be made in due course.

### (c) Furze Corner Meeting

The Chairman reported that herself, Jason Syrett and Ian Hayman attended. Two immediate neighbours of Furze Corner were also in attendance, as well as Cllr Martin Allen (TDC) and a potential future member of the PFA committee.

All those present seemed to be in favour of the Parish Council approaching TDC and discussing the possibility of the PC taking over the freehold. The PFA has a lease with TDC which runs until June 2021. TDC was originally gifted the site by LBB.

The site needs investment: a new clubhouse, opportunities for football to return, new changing facilities and toilets. Following this, the facilities should be heavily promoted.

Neighbours expressed concerns over site security after dark.

Kim Jennings, Jason Syrett and Ian Hayman would meet again to formulate a PC proposal to present to TDC.

### (d) Bakery Sessions – review

As agreed in September, the PC agreed to continue to hold weekly sessions until Christmas and then review the arrangements. A note had been kept of the number of attendees to the drop-in sessions. Apart from many attendees regarding a planning application, there had only been two parishioners attend the sessions.

3019/0120 It was, therefore, resolved that sessions would be held monthly (on the 3<sup>rd</sup> Saturday of each month). This would be advertised in the Bakery, Sheree's, on Tatsfield Talk, in the Parish Magazine and on the Parish Council website. This arrangement would be in place until Easter 2020, at which point it would be reviewed.

### (e) Tree works – update

One of the trees on the list for work is subject to a TPO. The relevant paperwork has been submitted to TDC but the work cannot start until permission has been granted.

### (f) Westmore Road / Crossways pavement – update

Funds have been received from SCC – with thanks. TDC has now raised a purchase order to which the PC needs to submit an invoice. The Streetworks Permit is in progress. Once that has been processed, the contractor will organise the Road Opening Licence.

**(g) AMB Tenants (Under Part 2)**

This item will be discussed Under Part 2.

**(h) Hayes Pasture Management**

Ian Reeves has kindly been cutting the grass in Hayes Pasture for more than ten years. However, the PC has now had to formalise this work due to insurance liabilities. James Longley has been contracted to maintain this portion of PC land from Spring 2020 onwards. The PC wishes to thank Ian Reeves for his hard work and the Clerk had drafted a letter for PC approval.

3020/0120 Members approved the Clerk's letter and also requested that a bottle of wine be presented to Ian Reeves as a token of its thanks.

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

**a) County Councillor**

Cllr Rush gave the following report:

- She noted the positive news regarding the imminent work to the pavement on the corner of Crossways / Westmore Road.
- Cllr Rush is due to drive around the area with the Highways Officer in the coming weeks.
- A yellow line review is now due to be carried out. Cllr Rush would request the pavement opposite the corner scheduled for repair also be assessed for double yellow lines. A resident had also requested the yellow lines on Westmore Road / Grove Road be extended.
- Cllr Rush expressed a wish to attend a drop-in session to meet parishioners and hear any concerns they may have.
- Cllr Rush had met Cabinet members to discuss reinstating some services at the local CRCs e.g. wood and extending opening hours / days.

**b) District Councillor**

Cllr. Allen was not present at the meeting but sent the following report:

- TDC is still experiencing problems to resolve the budget overrun and the loss of much of the management team in the second half of 2019.
- The provisional Local Government settlement figure for 2020/21 gives local authorities 4.4% real terms increase in their core spending (results in a £23,000 increase to TDC) which actually only equates to a 1.6% increase. Taking into account the current Consumer Price Index, which stands at 1.5%, there will not be much left to maintain services.
- The Councillors continue to offer their full support to the senior officers. The Councillor Improvement Working Group looks at all expenditure to ensure that statutory services are maintained and consider whether non-essential services can be removed from the budget without affecting services.
- A budget setting meeting is scheduled for 9<sup>th</sup> February, after which a draft will be re-presented to individuals and committees. It will be ratified at full council in February. TDC is likely to approve a £5 per household increase in Council Tax for 2020/21.
- The next Parish Magazine article will give lots of facts and figures to show how well TDC performed over the past few months.
- Cllr. Allen is continuing to chase the outstanding enforcement issues in the village and will report at the OC's February meeting.
- Cllr. Allen will attend the CIL seminar for members on 29<sup>th</sup> January. He will follow up specifics on may be available for the possible Furze Corner project.
- Cllr Allen is still receiving multiple reports of overflying which he continues to follow up.

**c) Village Hall Management Committee**

David Pinchin had attended the recent meeting.

The expansion gap has been completed to a good standard. The Clerk would email the VHMC to answer their concerns.

The VHMC raised some maintenance issues regarding the outside space.

The VHMC is considering a number of fundraising options.

**d) Speedwatch**

Stephen Mittins gave the following report:

Chris Rowson has accepted the role of speed watch coordinator from Harry Baker who has decided to take a breather from the administration. Harry will continue as a volunteer to help the group learn the ropes. Surrey Police has carried out an audit of the speed watch sessions and Tatsfield did not achieve their target of 3 sessions per site per annum during the last year. Subsequently, the group was closed down by Surrey Police due to an incident. The group now has clearance, and Stephen Mittens has taken over the administration role,

Surrey Police has given Tatsfield 6 months to get back on track. Chris plans to hold the first 2020 session sometime during the last two weeks of January 2020.

**e) Neighbourhood Plan**

Martin Allen gave the following report:

- There was no Steering Group meeting in December. The next one is scheduled for 21<sup>st</sup> January.
- There have been some positive Housing Group meetings and the group continues to write the Topic Paper and the self-assessments (AECOM report – Cal for Sites). All Call for Sites have been classified: red – disregard, amber – more investigation needed, green – recommend. The next Housing Group meeting is scheduled for 29<sup>th</sup> January.
- The NP grant has been approved but for less than was asked £5910 granted until end of March 2020.
- Further papers will be loaded onto the NP website during January.

## 12. Parish Council Land/Property

**a) Village Hall**

- Expansion Gap – update

The work has been completed. The Clerk and David Pinchin inspected it and report that it has been carried out to a good standard. The mat bowls group noted that the bowls were already rolling ‘more true’. The invoice will be paid this week.

**b) Tatsfield Green**

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

This is very damp/wet and needs repairing. There may be a leak.

Ashley Clifton agreed to look at the noticeboard and carry out repairs, if possible. Also, pin boards need to be replaced in the Tatsfield Green noticeboard and the one on Westmore Green.

**c) Westmore Green**

- Christmas Lights

Ted (the electrician) and Stuart Farmer spent a day testing and inspecting the lights at the end of November. Three strings were replaced and shrouds added where they were missing. The timer was set, as agreed. However, the lights did trip on several occasions in early December. Ian Hayman's electrician, Chris, also kindly helped out and had to switch off the third tree. There were signs of squirrel damage to some of the strings and water is likely getting into the circuit during very wet/windy weather.

Ian Hayman and Chris will be undertaking a review in the spring and will put a proposal to the Parish Council at the February or March meeting.

- Advertising signs

3021/0120 Members agreed to purchase one A-frame freestanding board in black.

## 13. Meetings to attend/ correspondence

- Emails received thanking the PC for grants awarded to the following: Fairtrade, St. Mary's Church, Composting Group, Parish Magazine. Verbal thanks also from the Not So Young club.

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

- Sleepers – Westmore Green
- Fairtrade AGM
- 50 Crossways – encroachment onto Highway

Final public participation:

- None

The meeting closed at 9.31pm

