

MINUTES of a Meeting of Tatsfield Parish Council held on the 11th January 2021 via Zoom commencing at 8.00 p.m.

Present: Mr David Pinchin (in the chair)
Mr Jason Syrett Mr Ashley Clifton Mr Ian Hayman Mr Stephen Mittins Ms Alex Davies

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

And 2 parishioners.

The meeting commenced at 8.02 pm

1. APOLOGIES

3246/0121 Kim Jennings had sent her apologies. These were received and accepted by members.

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

3247/0121 Jason Syrett declared an interest in item 10a – Tatsfield Green, Boundary Dispute. This item would be discussed under Part 2 and Jason Syrett would not therefore take part in the discussion or agreement for this item.

3. Approve and sign the MINUTES of the previous meeting held on 14th December 2020

3248/0121 It was resolved that the minutes reflected a true and accurate record of the meeting held on 14th December 2020. They were duly signed by the Chair.

4. Public Participation

None

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

- The Clerk reported that the Members' Community Allowance funds had been received for the new noticeboard. The Parish Council thanked Cllr Rush for agreeing and approving these monies from her allocation.

6. PLANNING:**(a) Planning Team for January: Ashley Clifton and Ian Hayman**

3249/0121 It was resolved that the planning team for January would be Ashley Clifton and Ian Hayman.

(b) To determine the Parish Council's position on Appendix A:**TA/2020/1635 The Old Granary Forge, Clarks Lane, Tatsfield TN16 2JU**

Use of rear flat roof area as balconies serving the two dwellings and changes to fenestration.

This had been considered just before Christmas via email as the comment deadline was in December and TDC was unable to accommodate the request for an extension to the deadline. This decision was ratified by members.

3250/0121 Comment: No comment.

TA/2020/2146/DEM Whygate, Greenway, Tatsfield TN16 2BT

Demolition of existing dwelling (Prior notification for Demolitions of Buildings)

This application is a demolition permission and the Parish Council does not need to comment.

3251/0121 The Clerk was requested to inform Tandridge Planning of the Parish Council's decision.

7. Finance:**(a) Finance Team for January: Ashley Clifton and Ian Hayman**

3252/0121 It was resolved that the Finance Team for January would be Ashley Clifton and Ian Hayman.

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

3253/0121 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for January.

8. Notified Items

(a) Covid-19 update / TDC Covid-19 Community Support

Members confirmed that the Parish Council had repeated its advice to follow Government guidelines and highlighted again the services on offer by the Parish Council, Sheree's shop and Tatsfield Post Office.

The Clerk had attended a TDC Zoom meeting earlier in the day and had circulated the following report:

Infection rates have continued to increase at a rapid rate across Tandridge, Surrey and the country as a whole.

A third national lockdown commenced last week and the Government issued letters to all considered to be Clinically Extremely Vulnerable (CEV) advising them to shield.

Reports we provided by various officers and organisations within Tandridge:

TVA

The current TVA volunteers are coping well.

The South Primary Car Network contacted TVA requesting volunteers for the vaccination programme. A substantial number of volunteers were put forward to assist at the centre at the District Council offices in Oxted.

Should anyone wish to set up a volunteer group, TVA can provide training / limited funding for this.

Vaccination / Testing

North Tandridge is fortunate to have two vaccination centres: Westway in Caterham on the Hill and the District Council Offices in Oxted. Centenary Hall in Smallfield may be opening as a third site but this is tbc.

The PCN makes the decisions about the location of all vaccination centres.

The expectation is that all the elderly (vulnerable) and CEVs are vaccinated, the centres will be used less and the vaccinations will be offered through the usual routes i.e., GP surgeries.

Appointments (invitations) to receive the vaccine are being coordinated by Surrey Heartlands – the data is being provided by GPs. The appointment is being communicated by text, phone call or letter. I have pointed out at today's meeting the concern in Tatsfield that due to geography and that the majority of residents attend GPs in Biggin Hill and Westerham (i.e., not Surrey) there is the possibility that Tatsfielders are not receiving appointment slots at the same pace as other Tandridge residents. The team at TDC thanked me for pointing this out and would feed back to the relevant parties. However, they did stress that although the DC offices were being used as a vaccination centre, TDC staff were not involved in the scheduling of appointments.

Testing sites – there are two for Tandridge. Lingfield Community Centre and the Leisure Centre in Oxted. The Community Centre will be used for testing for those with symptoms and who contact the NHS to request a test. The one in Oxted will be a Mobile Testing Unit (MTU) and will be for lateral flow tests for those who are asymptomatic but are at higher risk of contracting Covid-19 due to contact.

Schools are obviously being asked to out their own testing facilities in place.

CEV

All those classed as CEV has been sent a letter by Government advising them to stay at home. They are advised, if they haven't already done so, to register on the NSSS (National Shielding Service System).

Unlike during the first lockdown, TDC will not be telephoning all approx. 3,000 CEVs in Tandridge. The Government has signposted lots of services and is encouraging people to proactive in accessing these. The DC is being notified daily by SCC if any CEVs have requested a welfare call (26 so far since the start of the third lockdown) and they have all been contacted by TDC staff. If further, more local help is needed, TDC will contact PCs and Community Groups.

The Government is also offered 4-months' free supply of Vitamin D supplements to all CEVs.

Details of how to obtain this are in the shielding letter.

East Surrey Rural Transport

ESRTP is open for business. They have lots of staff standing by with a variety of transport (including a couple of minibuses) ready to transport people to vaccination centres.

Contact details: 01883 701270 or

rtp@esrtp.org.uk

Befriending Service

This has now had to cease home visits and all contact is being managed remotely, mostly by telephone.

A two-week survey was carried out late last year and it is clear that the area needs and will continue to need the befriending service and it is hoped the survey results will help secure future funding for the scheme.

Wellbeing Prescription

This service also continues to run, albeit without home visits. New referrals are still being accepted. The team is also currently supporting the vaccine rollout in Redhill.

The next meeting would be in early February.

b) Parish Council Website Accessibility Statement

This has been updated and circulated to members. There are a few small items to iron out and these will continue to be worked on.

3254/0121 Members agreed to the revised statement being published.

c) Asset of Community Value – Ye Old Ship (renewal)

The Old Ship was listed as an ACV on 31st December 2013. This was delisted on 31st December 2018. A new application can be submitted.

3255/0121 Members approved to submit an ACV application for the Old Ship and requested the Clerk to action this.

d) Asset of Community Value – The Parade

The Parade (shops only) are eligible to be listed as an ACV. It would enable the PC or the community to have a short period of time to look to raise funds to put in a bid to purchase the parade if it was put up for sale.

3256/0121 Members approved to submit an ACV application for the Parade and requested the Clerk to action this.

e) Scalpings – action?

David Pinchin confirmed the Parish Council had sent a letter (via email) to the person believed to be responsible for ordering and directing the scalpings to be left on the public bridleway. There had been no acknowledgment. Although a small amount of scalpings had been removed from each side of the heap, it was nonetheless still an obstruction and a potential hazard on a public bridleway. It has not been suggested for one moment that the scalpings were not ordered with all good intentions but as it essentially constituted fly tipping, it should perhaps be reported as such.

3257/0121 Members agreed the above proposal and requested the Clerk reported this to TDC.

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

a) County Councillor

Cllr Rush gave the following report:

- There are 200,000 residents in Surrey who fall into the top 4 priority tiers for receiving the Covid-19 vaccination. Last week, approximately 14,000 residents received a jab. Cllr Rush said she would feedback the appointments difficulties and various differing experiences of Tatsfield residents to Surrey Heartlands. She also mentioned the scheme in Warlingham called Jab Cab.
- A temporary mortuary had been set up at Headley Court to cope with the anticipated extra demand for mortuary space.
- Cllr Rush said she was very happy to have been able fund the new noticeboard. She was also hoping that the application from the Composting Group would soon be approved and paid out.
- Your Fund Surrey is now live. Cllr Rush enquired if Furze Corner had progressed its plans any further and if there are any other projects in Tatsfield which would benefit from the fund.
- Night Flight Consultation – the area might be affected by the stack above Biggin Hill airport and it may be appropriate for the PC to comment.

b) District Councillor

Cllr Allen gave the following report:

- Cllr Allen said that in reading through his notes for the first PC meeting of 2020, they are still applicable this evening – TDC is still facing momentous problems regarding the budget over run and the loss of the management team in the second half of the year. It is very much the same situation with no CEO (the advert for the position has been stalled due to the pandemic). The CFO role is being covered by an officer on secondment until the end of February 2021.
- TDC is also under extra pressure dealing with the management and distribution of the Government's Covid grants.
- Cllr Allen sits on the panel for the Additional Restrictions Grant but has so far only seen two applications from Tatsfield.
- The Council Offices are being used as a vaccination centre.
- The Inspector has sent the Local Plan back for a rewrite.
- Many of the staff at TDC were told to take time off over Christmas and New year but many meetings have been scheduled for the coming weeks, including the Audit and Scrutiny Committee (which will include the Tandridge Crime Summit) on Thursday 28th January at 7.30pm. Residents are invited to view the meeting online: <https://tandridge.public-i.tv/core/portal/home>
- Reminder that there will be elections in May for the CC and PCC.
- Also, a Tatsfield resident, Ann Lovelace, was made an MBE in the New Year's Honours List.

c) Village Hall Management Committee

There was no report.

d) PFA

The AGM would be held on 13th January via Zoom. There would be a full report at the February meeting.

e) Neighbourhood Plan

Jason Syrett updated the PC that no meeting had been scheduled for January. The draft plan was still a work in progress and he was awaiting a Housing Topic Paper update to include in the draft.

f) Tatsfield Fairtrade

Alex Davies reported that there had been a meeting last week. Fairtrade fortnight would take place between: 22nd February and 7th March. The group would pay a peppercorn rent to Sheree's Store to make a display of Fairtrade products.

g) TACG

This would be deferred until the February meeting.

10. Parish Council Land/Property**a) Tatsfield Green**

- Boundary Dispute (Under Part 2)

This would be discussed under Part 2.

- Parishioner request re wooden post installation on southern edge of Millennium Wood

Stephen Mittins and the Clerk had visited the site to assess the damage being caused by horse riders, quad bike / scramble bike riders. These activities are prohibited on Tatsfield Green (except for one route for horse riders who have permissive rights). Stephen Mittins and the Clerk met Ian Hudson from TDC and he made several suggestions regarding ways to limit these users from accessing the green. The Clerk had circulated his email with his suggestions for kissing gate options. TDC had confirmed that it would be unable to fund this.

3258/0121 Members agreed to defer this temporarily as it did not currently have funding for a kissing gate and associated installation works. The Clerk was requested to write to the parishioner who had made the request and explain the PC's position.

b) AMB

- Redecoration – Alex Davies confirmed that she had begun the painting of the corridor leading from the meeting room to the kitchen. The second coat would be carried out soon. Then plans would need to be made regarding the next room to be painted. Members also discussed displaying art work / photographs in the meeting room.
- Re-opening for hirers – the latest national lockdown meant that the meeting room could not be hired out.
- MUGA – the Clerk had received an email from the school regarding the grass area in front of the MUGA which had been cut by the school's contractor, who had now realised that it was PC land and had indicated that it would either continue to cut and charge for it or would stop the service. The Clerk confirmed that this was PC land and that she had emailed the school twice to ask for the contractor's fees.

3259/0121 Members agreed that it was PC land and therefore the PC should pay for the cutting of the grass. Members further resolved to wait until the school contractor's fee was known and investigate whether a more competitive price could be obtained.

12. Meetings to attend/ correspondence

- The Clerk reported that she had notified all organisations re the PC's grant decisions following the 14th December meeting. Thanks had been received from the following groups: TIB, TACG, the Parish Magazine, the Composting Group, Tatsfield Helpline, the Not So Young Club.

13. Matters for reporting or Inclusion in a Future Agenda

None

Final public participation:

- CC / PCC elections – would the Pc be organising a Hustings?
- Could the PFA be reminded it may be eligible for further Covid grants?
- Ann Lovelace, MBE – could this be minuted?

The meeting closed at 9.09pm

Note: the next meeting will be held on Monday 8th February 2021

