

**MINUTES of a Meeting of Tatsfield Parish Council held on the 8<sup>th</sup> June 2020 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. Becky Rush  
Cllr. Martin Allen

And 2 parishioners.

The meeting commenced at 8.03 pm

David Pinchin began by reporting on two very sad occurrences, the deaths of both Barry Bull and Terry Cockle. They were very good friends of the village. Both funerals had taken place, representatives from the Parish Council attended and many villagers came out in support to line the streets. The Parish Council sent condolences to both Barry and Terry's family and friends.

**1. APOLOGIES**

3099/0620 Kim Jennings had sent her apologies. These were received and accepted by members.

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

3100/0620 Jason Syrett declared an interest in item 10a – Tatsfield Green, Boundary Dispute. This item would be discussed under Part 2 and Jason Syrett would leave the meeting prior to the Part 2 meeting commencing and would not therefore take part in the discussion or agreement for this item.

3101/0620 David Pinchin declared an interest in item 6c – ENF/2020/103 81 Paynesfield Road, Tatsfield TN16 2BQ. David Pinchin took no part in the discussion or agreement on this item.

**3. Approve and sign the MINUTES of the previous meeting held on 11<sup>th</sup> May 2020**

3102/0620 It was resolved that the minutes reflected a true and accurate record of the meeting held on 11<sup>th</sup> May 2020. They were duly signed by the Chair.

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

- The clerk reported that she had applied for two Covid-19 Business Support Grants from TDC. These had been granted. One had been received, the second was pending.
- Alex Davies, Kim Jennings, Stephen Mittins and the Clerk had carried out doorstep surveys of residents listed as vulnerable by TDC. The Clerk had put all data collected into a spreadsheet and emailed it to TDC.
- Weed spraying of the MUGA car park had been carried out on Friday 29<sup>th</sup> may at a cost of £75.00.
- The Clerk had completed the 2019-20 CIL report and returned to TDC. It had also been published, in accordance with regulations, on the PC's website.
- Boiler at the AMB. The engineer had visited the AMB on 4<sup>th</sup> June. A new valve had been fitted, some TRVs changed and a chemical solution was pumped through the system which would seal any small leaks. A new boiler was needed and the Clerk was seeking 3 quotes.

**5. Public Participation**

None

**6. PLANNING:****(a) Planning Team for June: Jason Syrett and David Pinchin**

3103/0620 It was resolved that the planning team for June would be Jason Syrett and David Pinchin.

**(b) To determine the Parish Council's position on Appendix A:****TA/2020/727 Tregantle, Hillside Road, Tatsfield TN16 2NH**

Erection of single storey rear extension. (Certificate of Lawfulness for a Proposed Development)

Ashley Clifton gave the following report:

This property is located within the Green Belt outside of the village settlement. This house is in the Green Belt and has previously been extended with a significant two-storey extension approved in 2006. There is insufficient information in the very basic block plans or application form for us to review in detail the height or massing of this application. However, from the information provided, when this new proposal is combined with the previous built extension, it would appear from the perspective of the Parish Council that this further extension would cumulatively represent a significant increase in the size of the original house. We conclude that this further addition creates a 'disproportionate' addition to the original house as existing at 1st July 1948 (or as originally built since) and therefore causes harm to the Green Belt when assessed under NPPF Section 13 and Tandridge Local Plan policy DP13(E).

3104/0620 Members resolved to submit the following comment to TDC: Tatsfield Parish Councils' view has not changed since the last report as they have not formally been consulted as this is a larger home extension notification under Permitted Development. The Clerk to forward the above comments on behalf of the Parish Council to the case officer to advise of our concerns due to the previous development history.

The Clerk suggested that the comments she attempted to submit for the larger home notification should also be added to the bottom of the comment. Members agreed with this proposal.

**(c) ENF/2020/103 81 Paynesfield Road, Tatsfield TN16 2BQ**

Jason Syrett provided the following report: In 2019, a planning application was submitted to erect a 3m tall fence within the garden of 81 Paynesfield Road (TDC ref. TA/2019/583). Tatsfield Parish Council submitted an objection to this on 24<sup>th</sup> April 2019. This application was refused by TDC on 23<sup>rd</sup> July 2019. The reason for refusal included: The proposal constitutes inappropriate development changing the character and appearance of the dwelling and wider setting to the detriment of the openness of the Metropolitan Green Belt. Furthermore, the proposal would represent a harsh and incongruous feature affecting the amenities of the neighbouring properties and as such would adversely affect the character and appearance of the area. It is understood that the house was purchased by Croydon Council in 2018 and is currently being refurbished. The Parish Council were contacted by a neighbour of the property in May 2020 to advise that the owners had commenced erecting the fence. Recent photos now show that a 3m green metal fence has been erected despite planning permission being refused. It is also understood from the neighbour speaking to the builders that there is also a plan to convert the garage to a play room. The neighbour has contacted the enforcement officer at TDC (and a number has been allocated as noted above) who has since also had contact with representatives of the owner. The owners have advised that they will continue doing the works and will be applying for post work confirmation under permitted development. As the property is in the defined village, it has more regular permitted development rights, however what has currently been erected as a tall fence is not a permitted development rear extension but a large fence that has been previously refused by TDC. The Enforcement officer appears to be reticent to progress matters further and is providing the applicant until mid-June to apply for permission and clarify what they are building.

A parishioner was invited to comment:

The parishioner expressed her concerns and had been corresponding with TDC regarding this. The main point of concern is that permission for a 3m fence had been refused, yet one has been erected. TDC stated that the fence could be allowed under permitted development. The parishioner had been sending photographs and updates to TDC and would continue to do so. Officer access would be possible without having to enter the house or without anyone needing to be present. Concern was also raised that it might not follow the original plan to house one family there but may be opened as a home?

TDC's officer indicated that Croydon Council stated this enclosure would be a conservatory.

Cllr Allen advised that this new construction should not be confused with the previous application. He confirmed that TDC was expecting a new set of plans from Croydon Council by the end of the week. Cllr Allen agreed that mixed messages were being issued by TDC and promised to follow this up.

3105/0620 Members agreed to add the PC's voice to the resident's concerns as a fence had now been erected contrary to planning regs. Members asked the Clerk to write to the Enforcement Officer and cc Martin Allen (District Councillor) asking that enforcement action under ENF/2020/103 is progressed against the owners, for them to remove the tall fence which has been erected contrary to a refusal of planning permission. To raise the concern of the Parish Council is that if the new tenants move into the property (which are understood from the Planning Officer's report to be a family with autistic children), it will be more difficult and disruptive to them to get this matter resolved at a later date.

## **7. Finance:**

**(a) Finance Team for June: Jason Syrett and David Pinchin**

3106/0620 It was resolved that the Finance Team for June would be Jason Syrett and David Pinchin.

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

3107/0620 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for June.

**(c) CA Oxted Grant Aid letter**

The PC had received a letter from CA Oxted stating that, although its usual practice at this time of year to request a grant, CA Oxted was in a position of being in receipt of funds from TDC and funding from the DWP via the CAB National Association. They are, therefore, fully funded this year and would not be formally requesting a grant.

The Clerk noted that £250 had already been set aside for CA Oxted in the 2020-21 budget.

It was further noted that, due to the current pandemic, the support and services provided by CA Oxted may be in much greater demand than previously.

3108/0620 Members approved a grant of £250.00 to CA Oxted.

**(d) TDC Covid-19 Business Support Grant**

The Clerk confirmed that she had applied for two grants (the AMB has two business rate accounts), which had been granted. Funds had been received from one and the second was pending.

Alex Davies noted that you could only apply if you had a business premises. Businesses may have been able to apply for other forms of financial assistance from the Government but there were some small businesses in the village which have had no assistance and were struggling.

Cllr Allen confirmed that 26 businesses in Tatsfield had applied for this grant and all had been approved. He also agreed to ask TDC if information regarding those businesses who had received this grant could be shared with the PC.

Alex Davies thanked Cllr Allen for bringing this grant to her and the PC's attention.

3109/0620 Members agreed that a basic statement should be published on Tatsfield Talk inviting those businesses which haven't received the TDC Business Support Grant to apply to the PC to see if any financial assistance could be offered.

**8. Notified Items****(a) Linear Verges**

Stephen Mittins reported on this item:

He said that it was in two parts.

Firstly, the request from TIB for linear verges on Approach Road up to the junction with Clarks Lane and along Clarks Lane. Stephen Mittins had attended a meeting at which TDC and SCC were represented. Cllr Martin Allen, Cllr Becky Rush, Cllr Stephen Mittins and Jon Allbutt, representing TIB, were also present. The discussion at the meeting was the possibility of changing the verges on Approach Road and Clarks Lane to linear verges. Stephen Mittins summarised that there were 5 factors to consider: funding (Cllr Rush confirmed that there would be no funding from SCC), the verges in question are outside Tatsfield Parish - in Titsey, the impact of seeding on farmers' fields, the disruption to hedge cutting, disruption to verge cutting schedule. If the verges were to be changed to linear verges, this would happen over two stages – firstly, preparation of verges and secondly, planting – which TIB has offered to carry out. Cllr Mittins questioned whether this might be overloading the volunteers?

Stephen Mittins noted that there were already the following wild flowers growing along the verge: Cow Parsley, Buttercups and Rosebay Willowherb.

Cllr Rush confirmed that Highways stated that permission would need to be granted to change the verges to linear verges.

David Pinchin invited Cllr Rush speak. Cllr Rush noted that Stephen Mittins had provided a thorough summary of the meeting. She noted that there were pros and cons to changing over to linear verges. On the positive side, there are ecological benefits, but on the negative side, whilst some like linear verges there are a similar percentage of those who don't like them. Once verges have been made linear verges, it would be very difficult to reverse the decision.

Several members indicated that they did not support this proposal. They expressed concerns about the impact on views across the Rapeseed field and to the hills beyond. It was possible there would be more of a litter problem, as this was already a litter hotspot. There are already large areas of linear verges within the parish and this proposal involved verges outside Tatsfield parish.

3110/0620 It was resolved to decline this proposal, at this time, particularly as the verges were not in the parish.

Cllr Rush would inform Steve Cunnah at SCC. The Clerk was requested to write to the TIB committee informing them of the Council's decision.

The second part of this item related to the PC leaving a 1 metre strip of verge in front of the hedge located opposite the allotments. It was proposed that this area would be left for the next couple of cuts to see the impact and whether this a viable location for a strip of linear verge. Stephen Mittins also noted that there was

the test site for a linear meadow adjacent to the play area on Westmore Green.

3111/0620 Members resolved to accept this proposal.

(b) **Surrey recovery Co-ordination Group**

Kim Jennings has been a member of this group but due to her absence from the meeting, the Clerk provide the following update: Kim Jennings has attended several online meetings but this group has now been disbanded and a new group was being set up. The biggest focus now was on what recovery would look like.

(c) **Covid-19 update**

The Clerk provided the following update: Kim Jennings and particularly Stephen Mittins have been continuing to collect and deliver residents prescriptions and shopping. Kim Jennings, Stephen Mittins, Alex Davies and the Clerk undertook, on behalf of TDC, a follow up survey with some residents on TDC's vulnerable persons list a couple of weeks ago. The Clerk input all data collected into a spreadsheet and sent it into TDC the team at TDC was most grateful for this. Sheree is continuing to offer food/essentials deliveries and the Old Ship and the Bakery have been offering take away meals.

Jason Syrett noted that there had been a massive neighbourly drive and the PC offered its thanks. He also wished to express thanks to the three ladies who had been making face masks and had raised a sizeable sum for the community.

d) **Tatsfield Beer Festival**

The PC had been contacted by Jill Hancock. She wrote: With reference to the permission given by the Parish Council in March for the use of Westmore Green for the Beer Festival on Saturday 12<sup>th</sup> September 2020. As we go into June, I am now in the position of making a decision about the holding of the Beer Festival in September. I am very much of the opinion that it should be cancelled, firstly because of the risk of the spread of infection should crowds of people descend on Westmore Green, and secondly, on a more financial note, the difficulty of finding willing sponsors. However, some members of the organising committee are hopeful that it could still go ahead as they feel that people will need something to cheer them up come September!! I know that last night the decision was announced to allow small groups of people, especially families, to meet with social distancing and it remains to be seen how this guidance will change in three months' time, or whether we will be back to a more stringent lockdown situation because of another spike in infections. Could you please pass this on to the Parish Council and ask them of their views as a decision will need to be made in the next few weeks before any further expenditure is made. Members noted that the Beer Festival organisers were seeking the PC's views on whether to continue with the festival this September. Members felt that there was lots of uncertainty as to whether lockdown restrictions may be further relaxed by 12<sup>th</sup> September, or indeed, tightened and agreed there would be lots of risk involved in continuing to plan the event. A view that echoed Jill Hancock's own views.

3112/0620 Members agreed with Jill Hancock's view that the Beer Festival should be cancelled. The Clerk was requested to write to Jill.

e) **TIB i) planting proposal ii) 10<sup>th</sup> July 2020**

i) planting proposal

3113/0620 Members ratified the decision made on 11<sup>th</sup> May that its decision made on 27<sup>th</sup> April to support TIB's planting proposal, with advice to follow Government guidelines and, in particular, look after the safety and well being of the over 70s and those with underlying health conditions, remained unchanged.

ii) 10<sup>th</sup> July 2020

Pam Bishop, on behalf of TIB, had written to Kim Jennings and Martin Allen:

Jon thought you should both be aware that Hannah Gray - now Mayor of Bromley - is very keen to join us if we are able to have a short Battle of Britain Commemorative Event in Tatsfield. She would be coming to the event as 'The Mayor of Bromley' not as a representative of Biggin Hill Airport. The Mayoral Services Support Office have now sent us an 'Information Supporting Mayoral Invitation' form to complete and a 'Protocol Information Sheet'. We originally met Hannah Gray and Colin Hitchins (Community Engagement & Events Manager at Biggin Hill) when we were looking for new sponsors for this year. I think Hannah has various activities but on one of her Google entries described herself as 'Contracted by Biggin Hill to assist with Community Engagement'. Hannah is apparently convinced that 10 July is a definite date but I have emphasised to the Mayoral Office that, in the current circumstances, we must make sure that it is possible for us to hold this event in these difficult times. Obviously, 10th July is the ideal date, but it is still dependent upon further UK Gov guidance and, although advice does now seem to be changing somewhat, we still need to be very careful and not be seen to try and break any of the current guidance rules. As far as I am aware, Colin is also hoping to join us for the event - although, hopefully, there are no particular 'protocols' for him.

3114/020 Members agreed that it was possible for this event to go ahead, provided that it followed Government guidelines of maximum 6 people in attendance and that all attendees followed social distancing. The Clerk was requested to respond to Pam Bishop.

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

### a) County Councillor

Cllr Rush gave the following report:

- SCC continued to be very busy with the Covid-19 response but it was now very much business as usual. SCC is keen to learn from this crisis – looking into how services can be delivered in a different and/or better way.
- Roads – Highways is continuing to deal with emergencies and re-surfacing programmes.
- SCC's focus has now shifted to recovery. How services could get back up and running. How social distancing could be managed e.g. when visiting shops. Could pavements be widened and could cycle lanes be accommodated as less people are using public transport – a trend that would likely continue for some time.
- CRCs – Earlswood is open and now receiving all waste. Warlingham CRC is still closed but SCC was looking to open it as soon as possible to do so safely.
- Martin Allen had raised the issue of the pothole on Ricketts Hill Road and Old Lane. The original surface was covered by a 5-year guarantee and is now out of date. Cllr Rush confirmed that a proper patch repair would be undertaken in the summer.
- Martin Allen had also raised the development at the Old Forge and a possible boundary encroachment on to SCC land. AN inspection would be carried out the following week.
- The Library Book of the Year award – Tatsfield Primary School had been selected to be one of the 10 primary schools in Surrey. The school had not received its author visit and Cllr Rush was chasing this up.
- Community Investment Fund – Cllr Rush had joined several remote meetings to discuss criteria and how the scheme would be run.

### b) District Councillor

Cllr Allen gave the following report:

Firstly, Congratulations to County Cllr Becky Rush for promotion to an Assistant Cabinet position.

At an S&R committee on the 19<sup>th</sup> May it was reported that there may be a possible and further big hole in the budget without further government assistance.

Freedom Leisure were seeking a grant from the Council of £46,000 per month – this was being disputed and there would be high level meetings to discuss this.

Quadrant House in Caterham (a recent purchase) had approval to launch a business hub and to undergo refurbishment as part of the regeneration of Caterham.

On 21<sup>st</sup> May an Investment sub-committee proposal to purchase a property in Reigate was approved at that meeting only for the Leading Councillors to have second thoughts about it at a later meeting, so it was put on hold. This decision was unprecedented.

During this meeting Cllr Allen became aware of the Business grants available to businesses in Tatsfield and chased up 13 businesses or individuals that were eligible (£130,000 was still available at that point) there are now only 5 businesses remaining who have not applied.

Whilst all the above was going on (also see Cllr Allen's article in the Parish Magazine about what TDC was doing) there was political upheaval with a mass resignation threatened due to sexist remarks and assertions of political bias being made by the Leader of the Council. This resulted in his standing down and being replaced by Cllr Keith Jecks from Woldingham. This lasted only a few weeks ending with Cllr Jecks resigning the whip and joining Jeremy Pursehouse and Martin Allen in the Independent Group. So there are now 3 Independent councillors and they are entitled to another seat on the committees, which is to be arranged. Although Cllr Jecks resigned from the party, it does not mean he has to resign from his position as Chairman of the Planning Policy Committee so he will retain that position (unless challenged) until May 2021. So, there is now an Independent Councillor as Chairman of the Council, as Chairman of the Planning Policy committee and as Vice Chair of the Overview and Scrutiny committee.

Peace seems to have broken out between the three parties where an agreement has been reached that group leaders' meetings are a good idea after all.

On 27<sup>th</sup> May Cllr Allen attended a meeting at Kemsley Copse with Thames Water and Mrs Jay Aston regarding the flooding issue. Thames Water will come back with their proposals regarding their land. \*\* Cllr Allen is still working on an update on the outstanding enforcement issues in the village and will report this at the next TPC meeting but meantime there has been correspondence with Thistledown about the illegal building being erected to which the owner has been told to make a planning application.

I am still following up on reports of "overflying" which I am checking and will pursue with the CEO/BHA. Closer to home, the Park Wood Road dispute rumbles on where access problems are causing a dispute between home owner / land owner.

Clacket Lane: It has been reported that the Barriers are again in the closed position at last and that one of the light problems may have been resolved.

Cllr Allen referred the Parish Council to 28 Crossways; the resident has been assisted by Cllr Stephen Mittins.

\*\* Cllr Allen stated that Thames Water believed that some of the land in question was owned by the PC and that this appeared to be confirmed by a marker stone. The Clerk confirmed that this was not PC land but had, at some point in the past, had a marker stone placed there by the PC with the intention of claiming the land to stop boundary creep by surrounding neighbours. She suggested that Ian Mitchell (former Parish Councillor and present at the meeting) may be able to provide further details.

David Pinchin invited Ian Mitchell to comment: In the 1980s, the PC was given information by a previous Clerk of a significant number of unregistered plots of land. The PC decided it would like to claim these plots to prevent land grabbing. Accordingly, notices were printed in newspapers and a number of land owners came forward. Some challenges were successful. The PC then endured a very long battle over Hayes Pasture. Land Registry said that in order to make a successful claim, the PC had to provide evidence that it had fenced and maintained the land for more than 12 years. The first attempt to claim this land failed. Nichola Stokoe then managed to persuade the LR that the PC had indeed done that and that it was the aim of the PC to maintain Hayes Pasture as a public footpath. Another example was the corner of Maesmaur Road – this was fenced and had clear boundaries and a maintenance record. Registering this plot was straightforward.

The plot in question on Kemsley Road was a long, narrow strip of land with no development value. The PC conclusion was that liability for strips of land like this one was too much. However, it could potentially be safeguarded by SCC as it is a bridleway and any incursion onto that can be limited as a defined width must be maintained.

**c) Village Hall Management Committee**

David Pinchin gave the following report:

A remote meeting of the Village Hall Management Committee was held on Wednesday 3rd June. Little Acorns is back using the hall but no other users at present. The VHMC has received a £10,000 Covid-19 Business Support Grant from TDC.

**d) THS**

Stephen Mittins gave the following report:

The composting site opened up on Friday 6<sup>th</sup> June 2020 as advertised on Tatsfield Talk. Phil Brett has manfully continued the rebuild of the site single handedly, whilst following the Government guidelines. I think you will all agree Phil has done a great job. Please support the composting site by buying the compost at £1.25p per bag. I have bought some and it is good stuff.

Autumn Show: I have spoken with Martin Allen and the show may not go ahead. A decision will have to be made by the end June and this will depend on the current government guidelines.

**e) TIB**

Stephen Mittins gave the following report:

Following the zoom meeting held on Wed 20<sup>th</sup> May, it was decided to go ahead with TIB 2020 and to work within the parameters of the PC advice. It was agreed that TIB would go ahead with their plans for TIB2020, especially as it had a responsibility to show the artwork at the Tatol bed which has been so beautifully prepared by Ben Holmes. It was agreed that the scheme for TIB2020 would be reduced dramatically in view of the present restrictions. As in line with the reduced planting scheme for 2020, the order was reduced by approximately 650 plants. The main plant delivery was made by Barnsfold Nurseries to the Tatsfield Allotments on Saturday May 30<sup>th</sup> at 8pm. Stephen Mittins and Jason Syrett from the PC were among those present to take delivery of the order. Please note: four new volunteers were given induction training and issued with PPE. The training was given by Stephen Mittins. Planting in the village started this week. A video was made by Jon Allbutt showing the volunteers how to plant up the mangers. A watering schedule has been put in place to ensure that the plants are watered throughout the summer. The invoice from Barnsfold Nurseries did not list the type of plants or the quantity that was delivered. I have emailed Peter at Barnsfold Nurseries who has promised to send me a list ASAP.

The Tatol bed plants were also delivered by Barnsfold Nurseries on Wednesday 3<sup>rd</sup> June at 7am. These were unloaded and the Tatol bed was planted on Thursday 4<sup>th</sup> June. I think it looks truly inspiring. The artwork that Ben has produced is truly amazing. The artwork panels will be erected in the coming week and will give the finishing touch to the Tatol bed.

It was noted that many more villagers had come forward to volunteer to help TIB.

## 10. Parish Council Land/Property

**a) Tatsfield Green**

- Boundary Dispute (Under Part 2)  
There was no update and therefore no Part 2 would be held.

Jason Syrett noted that there had been two incidents of people driving on the green. He indicated that the PC may receive requests for posts put in to stop vehicles being able to access the green. Luckily, due to the recent dry weather, there had been no significant damage to the green.

**11. Meetings to attend/ correspondence**

- The Scout Fete organisers had contacted the PC to notify it that, in light of the current pandemic, the Scout Fete would not be going ahead this year.

**12. Matters for reporting or Inclusion in a Future Agenda**

- 28 Crossways

Final public participation:

None

The meeting closed at 9.50 pm