

MINUTES of a Meeting of Tatsfield Parish Council held on the 8th March 2021 via Zoom commencing at 8.00 p.m.

Present: Ms Kim Jennings (in the chair)
Mr David Pinchin Mr Jason Syrett Mr Ashley Clifton Mr Ian Hayman Ms Alex Davies (20:10)
Mr Stephen Mittins

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

Cllr. Celia Caulcott (TDC)

And 0 parishioners.

The meeting commenced at 8.01 pm

1. APOLOGIES

None

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

3279/0321 Jason Syrett declared an interest in item 11a – 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.

3280/0321 Ian Hayman declared an interest in item 8d – Finance, Tenancy Reviews. This item would be discussed under Part 2 and Ian Hayman 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 8th February 2021

3281/0321 It was resolved that the minutes reflected a true and accurate record of the meeting held on 8th February 2021. They were duly signed by the Chair.

4. Receive and accept the MINUTES of the Finance Committee meeting held on 4th March 2021

3282/0321 It was resolved to receive and accept the minutes of the Finance Committee meeting held on 4th March 2021.

5. Public Participation

- A query relating to planning application TA/2021/325 – why does the application refer to a 1995 planning condition?

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

- The Clerk reported that the work to the trees outside Beechview and Ashdown had been carried out.
- The Clerk confirmed that she had submitted the ACV for the Olde Ship. TDC had acknowledged the submission and would provide a decision by 22nd April 2021. The Clerk noted that she was waiting on one final piece of information in order to complete the ACV for the Parade. She has followed up on the outstanding information.
- Pot holes along Limpsfield Road – the Clerk said that due to Cllr. Becky Rush's assistance, many of the dangerous potholes were filled the weekend before last. Several more had unfortunately appeared since then.
- The Clerk had contacted the TACG Chairman and Treasurer to request the gate code and advise that Down to Earth Trees would like access to the site on 19th March to undertake some tree work.
- Additionally, the Clerk had applied for a felling licence for some of the tree work on PC-owned land.

7. PLANNING:**(a) Planning Team for March: Kim Jennings and Alex Davies**

3283/0321 It was resolved that the planning team for March would be Kim Jennings and Alex Davies.

(b) To determine the Parish Council's position on Appendix A:**TA/2021/191 Wayside, Ninehams Road, Tatsfield TN16 2AJ**

Erection of 5 dormer windows in association with conversion of loft space into habitable accommodation. Replacement of roof tiles.

Site Description:

Wayside is a 1930s built detached single storey 2-bedroom house on a large plot located toward the junction with Ship Hill. It overlooks the Limehouse Bottom woodland to the north east. It is in the Green Belt outside of the defined village. The garden includes a double garage and two outbuildings.

Relevant History:

2018/506: Erection of new roof over existing outbuilding (approved) 2006/947: Demolition of garage. erection of double garage and retaining walls, and two pairs of gates to Ninehams Road.

Review:

This proposal seeks to create first floor accommodation within the roof (comprising one bedroom and a landing area to the new staircase) and to add new dormer windows and re-tile the roof externally. Due to the size of the plot and the location of the house it is not envisaged that the new windows will create issues of overlooking. As the new accommodation is incorporated in the existing volume of the roof (save for the new dormers) it is our opinion that this does not represent a disproportionate addition and therefore does not cause harm to the Green Belt.

3284/0321 Comment: No comment.

TA/2021/325 Park Farm, Rag Hill Road, Tatsfield TN16 2LS

Removal of condition 4 (no further extensions or enlargements) of planning permission ref: 95/292. (Demolish existing single storey rear extension and erect two-storey extension to provide living room and swimming pool and first floor bedroom and bathroom above) to allow for further development.

Site Description:

Park Farm forms a group of buildings towards the end of the developed group of houses along Rag Hill Road heading out of Tatsfield. It is in the Green Belt outside of the defined village.

Relevant History:

Park Farm has a long planning history with over 20 planning applications dating back to 1978.

Review:

This application is to remove a condition from a previous planning application dating back to 1995 that states that 'no further extensions or other forms of development shall be carried out within the curtilage of the property without the prior permission in writing of the District Planning Authority'. This previous condition essentially removes further permitted development rights on the property and requires any further applications to be submitted to the council. A robust planning statement is submitted with this application with case law references to argue the case for removing the historic condition. Since the 1995 application, the property has been granted permission for a double garage (2006) and a single storey extension and porch (2008). It has also had permissions for 2x stable blocks (1996). Looking through the two most recent previous planning applications, it would suggest that the extension and garages could now be taking the property up close to its allowable permitted development rights. (26% volumetric increase on the 2008 single storey extension and porch application alone). As the documents for application 95/292 were not on the TDC website, a review was undertaken of the planning documents held in the Parish Council records. The extension undertaken in the 1995 consent significantly increased the size of the original house with a two-storey rear extension.

3285/0321 Comment: Objection. Tatsfield Parish Council objects to the removal of this historic planning condition. It is the Council's concern that, as a result of the various planning consents granted on this property since 1995, leading to the building of extensions and detached garages, the original dwelling prior to 1995 has now been expanded with a significant overall volume increase. We therefore ask Tandridge District Council to refuse this application in this instance. Any further proposals at the property should be subject to consideration under the planning process.

3286/0321 The Clerk was requested to inform Tandridge District Planning of the Parish Council's decisions.

- (c) **Proposed Pedestrian Pathway along Beggars Lane from the roundabout at the A233 to the junction with the A25, to provide safe pedestrian access to Westerham Brewery, Squerryes Winery and Flint & Oak Farm Shop (at postcode TN16 1QP) (not currently a formal application)**

3287/0321 Members agreed that a pedestrian pathway would benefit Tatsfield residents and requested that the Clerk write an email stating the PC was supportive of any formal application that may be made.

8. Finance:

- (a) **Finance Team for March: Kim Jennings and Alex Davies**

3288/0321 It was resolved that the Finance Team for March would be Kim Jennings and Alex Davies.

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

3289/0321 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for March.

(c) Items for expenditure:

- Lloyd Gulley Gardening Services – Millennium Wood / RHR 2-metre corridor clearance -£259
- Lloyd Gulley Gardening Services – Cut hedge on corner of Maesmaur Road / Ship Hill and trim down grass and weeds - £198 (early July) and £112 (November)
- Lloyd Gulley Gardening Services – cut hedge between Old Police House / Car Park and VH / Old Police House (by the road) - £132 (early July) and £132 (November)
- New Salt Spreader (shared purchase with Woldingham Parish Council and Church Farm) – agreement in principle – share (three-way split) = £2332.00 plus delivery £116.67

3289/0321 Members approved all items for expenditure. Note: the new salt spreader was agreed in principle as the proposal has not yet been finalised and may involve additional parish councils which would change the proposed cost.

(d) Tenancy Reviews (Finance Committee recommendations – see item 4) (Under Part 2)

This item would be discussed under Part 2.

9. Notified Items**a) Covid-19 update / TDC Covid-19 Community Support**

The next TDC update meeting would be held on 22nd March when TDC would present advice on the Govt. roadmap and the easing of restrictions. TDC had also issued information regarding holding public events.

The Clerk had circulated an update bulletin from TDC.

b) Scalpings – unmade section of Paynesfield Road - update

Cllr Allen had followed this up with TDC. The response was not what the PC had hoped for. At one point, the pile of scalpings was an obstruction and what remains is, nevertheless, still sitting in the middle of a public bridleway.

3290/0321 Members resolved to send a letter to the resident responsible requesting that the scalpings be moved as soon as possible and that if the resident wished to have scalpings delivered again, that they were ideally deposited on private land or, at least, the PC was consulted.

c) Census 2021 - 21st March

This Census is mainly going to be an online exercise; however, paper forms can be requested (also in large print).

d) Tandridge District Council New Waste Contract - report

Kim Jennings provided the following update: there would be a few minor changes to the rubbish and recycling collection service for Tatsfield residents. The collection day would not change but some households would have the food waste collected by a separate crew in a specially designated lorry. The bulky waste service would be changing and the cost would be increasing. These changes would come into effect on 5th April.

e) Model Code of Conduct (TDC meeting) - report

Kim Jennings had attended the meeting to discuss the 3x new additions to the Code of Conduct. This would be discussed and voted on by full council (TDC) on 15th March and there would be a further update at the April PC meeting.

f) Parishioner request – re road widening Ricketts Hill Road

At the last PC meeting, Cllr Becky Rush agreed she would ask SCC for a formal view on the residents' request. SCC had acknowledged the issue but will not be taking any further action as the erosion does not fall within the white lines which delineate the edge of Ricketts Hill Road. However, if any damage occurs within the white lines, then that would be repaired. Cllr Rush noted that sadly there were many roads in the county which were suffering from this type of erosion. It was caused by lorries and wide vehicles using roads that are narrow. The width of family cars have increased significantly over the past ten years and so vehicles were having to drive up onto verges to pass each other. In this instance, the damage was off the carriageway and so would not be considered by Highways for repair.

Kim Jennings thanked Cllr Rush for her assistance in this matter.

3291/0321 The Clerk was requested to write to the residents regarding the outcome of Cllr Rush's enquiry.

g) Furze Corner - gate

Cllr Allen had followed up a resident's concern that the gate had been wrongfully installed. TDC's legal department was looking into it.

h) APM

An Annual Parish Meeting, if called by the Parish Council, must be held between 1st March and 1st June. It did not appear that Govt. restrictions would be lifted within this time period to allow for an in-person meeting. The only realistic option would be to hold an APM via Zoom.

3292/0321 Members felt that holding an APM via Zoom would not be appropriate and therefore resolved not to organise an APM for this year.

**i) Dave Bishop requests re proposed events in 2021:
- Family Picnic on Westmore Green – 15th August**

Dave Bishop was proposing to organise a family picnic on Sunday 15th August between 2pm and 5pm with 30 musicians playing a variety of popular music. Projected cost: £650.

- Remembrance Service – 13th November

Dave Bishop wished to arrange the usual village centre Remembrance Service, with the Locke Ensemble, between 10.30am and 11.20am. Projected cost: £600.

- Christmas Carol Singalong – 17th December

Dave Bishop would like to hold the annual Christmas Carol Singalong between 7pm and 8pm. Projected cost: £350.

Members had researched the possibility of public events being held later in the year. TDC had recently issued guidance for public events. It reiterated the Govt. Guidance that the dates for easing of lockdown restrictions were a guide and the roadmap would ultimately follow data not dates. All events would need to be considered and approved by the Safety Advisory Group. Although SAG was accepting event applications, it would be unable to confirm any event until restrictions were officially eased by the government.

It was noted that the PC had budgeted for the Remembrance Service and Christmas Carol Singalong costs but not for the Picnic, as this event had not been proposed at the time of the budget setting last autumn.

Perhaps sponsorship for the picnic could be sought?

3293/0321 Members agreed that given the current guidance, they were only able to support these events in principle and consequently also noted that it was not possible to commit any funds at the present time until it was clear that they could be held (this may not be until June).

j) TIB proposals:

- Art Panels – Carol Gaskell had submitted the following proposal: As requested below is a more detailed proposal and list of actions required.

In general terms the plan is to move the mosaics to the side of the village hall releasing the space under the eaves of the AMB for the paintings which will benefit most from the shelter and protection from sunlight.

It is my understanding that the cost will be largely out of TIB funds whilst labour will involve volunteers.

I hope this can be discussed on March 8th at the PC meeting.

The following tasks will need to be undertaken:

1. Removal of the mosaics from the wall. This will entail locating the screws which have been hidden under a mosaic tile. I am happy to proceed with this asking Mike Teague who originally mounted the mosaics for his assistance. If he is unable to help, I will need someone who has suitable tools.
2. Some repair work to the mosaics. I have spare tiles and can carry this out at home. I will also revarnish the wood and frames.
3. Some repair work and possible repainting of the wall. PC to carry out?
4. Movement of the mosaics to the side wall of the VH. Again, I would need some help with this. I suggest that the mosaics are placed in three rows of two between the small window and the notice board. Perhaps the crown could be placed over the noticeboard.
5. Removal of Ben's paintings (4' square panels) from Jon Allbutt's garage to somewhere they can be worked on. Any suggestions?
6. The recutting of the panels and replacement of the quadrant 'Frames' to all 4 sides. Currently the quadrant is only placed on 3 sides as the 4th side was out of sight behind the sleepers at the back of the Tatol bed. I am happy to help with where to cut but do not have tools sophisticated enough to do the cutting.
7. Revarnishing of the panels once recut. I can do this prior and post mounting on the wall.
8. Ben Holmes to re-sign the pieces? I can ask him if PC wishes this to happen.
9. Panels to be placed on the wall and fixed securely. Not quite sure how this should be done. Ideas please. Precise measurements are needed, given the brick lip in the middle of the wall. The presence of the post in the middle of the back of the AMB is not ideal but as Samantha says the paintings will become visible from various angles.

I may well have not included all the tasks. Apologies for any omissions.

I hope that all of the above makes sense and that any subsequent queries can be resolved to the satisfaction of all.

It would be good to have this work done by the end of May. We are entering the South East in Bloom competition again this year and it would be lovely to celebrate our 25 years of involvement by having these two more permanent elements of previous work properly in place by then.

3294/0321 Members agreed to fill the holes left by the removal of the mosaics and paint the exterior wall. Members also agreed in principle the mosaics being moved to the VH wall but the Clerk would need to email the VHMC for its agreement also.

- **Mosaics** – See above.

- **TIB / LA art panels project on back of VH** – This project was currently on hold as it would not be possible for TIB and LA to meet and collaborate on the art work under the current Govt. restrictions.

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

a) County Councillor

Cllr Rush gave the following report:

- Furze Corner (bend on Approach Road) – a vehicle had left the road and driven into a post (telegraph or electricity). This is the 4th incident in recent times. Cllr Rush has consulted Highways whose first thought was to put in chevron signs but this is not possible as there are no real verges at the location. A site visit is being organised and it is likely that new signs, clearly showing the bend, will be installed in both directions in the new financial year (yellow backed signs and new pedestrian signs). A high friction surface has also been considered; however, this is very expensive and it is not the usual location for this surface.
- Clackets Lane – barriers – Highways England has agreed to attend a meeting regarding the barriers. There was an accident during the recent snowy weather involving an HGV and new, improved 'No HGVs' signage is being looked into. There is a very clear list of protocols regarding the barrier codes but it is unclear as to whether this list is being adhered to.
- Covers Farm Quarry - This recent consultation is a result of KCC asking the applicants to provide further information. SCC's objection to last year's is still valid.
- Park Wood Road – Cllr Rush followed this up with the Countryside Access Team. She has also passed on details of how the local resident can make a request for the footpath to become formally designated.
- Potholes along Limpsfield Road – Cllr Rush called this in as an emergency and filled the most dangerous potholes. Highways will be carrying out monthly reviews of the potholes and fill when needed. Highways will also be undertaking an assessment with the view to putting Limpsfield Road on the resurfacing programme.
- Cllr Rush had emailed the PC regarding the Goods Vehicle Operating Licence application for Moorhouse Ind. Neither Cllr Rush nor the PC had any objection.
- Scalpings on the unmade section of Paynesfield Road – Cllr Rush offered to request that the Countryside Access Officer writes to the resident responsible.
- TIB competition – if TIB requires any weed spraying / hedge cutting ahead of the competition, then this should ideally come through the PC, along with the date of the competition and when the work would need to be done by.
- Your Fund Surrey is now live and accepting applications.
- *Kim Jennings thanked Cllr Rush for organising the resurfacing of Church Hill.

b) District Councillor

Cllr Allen gave the following report:

- Cllr Allen confirmed that TDC had agreed an increase of £5 per Band D property. This increase was agreed with difficulty.
- A new rubbish and recycling collection service will come into effect on 5th April 2021. There will be changes in Tatsfield. A quick review of the data shows that of the 745 properties in Tatsfield, 180 will have no changes at all (the refuse and recycling collections will still be made at the same time as the food waste collection). 565 properties will have a separate food waste collection.
- Grant payments for businesses severely affected by the pandemic – there are still discretionary one-off payments available (a new scheme was launched on 8th March). For further details, refer to the TDC website.
- Elections will go ahead on 6th May – main advice is to bring your own pencil if possible!
- Cllr Allen held a meeting with the Acting Chief Executive of TDC to review all of the outstanding Tatsfield issues and his own role within the DC.
- The governance of the Council continues to be monitored by LGA representatives.
- The Grasshopper Inn is still experiencing significant problems.
- The DC committee meeting cycle starts again now that the budget has been finalised.
- Covers Farm Quarry – Cllr Allen will be speaking to the officer involved with this application reading TDC's comment on this as a consultee.

c) Village Hall Management Committee

David Pinchin had attended a committee meeting on 3rd March. He gave the following report:

Following recent Government guidance Little Acorns have returned to full use of the hall from today 8 March which is really good news.

For other users it was agreed to keep the hall shut until after the LA half-term break at the beginning of June when the hall could fully re-open. There will be no parties until after 21 June. NDS have a concert provisionally booked for 13 November and THS a show for 10/11 September. TDC want to use the hall on 6 May for polling day and are doing a COVID inspection this Friday. The Committee will be seeking an increase in payment from previous occasions to cover cleaning and any other additional costs.

Overall, finances are ok, mainly as a result of the council grants received to cover recent losses.

The solar panel project is currently on hold as a grant from Biffa is not available for such work.

Alternative sources of possible development grants are being considered.

d) TIB

Stephen Mittins had circulated the minutes of the most recent TIB committee meeting. There were two outstanding items for the PC: Jon Allbutt had requested an addition to the job schedule regarding the muddy area around the picnic benches on Westmore Green and the proposal for the polytunnel.

e) Neighbourhood Plan

Martin Allen noted that the Housing Group is currently redrafting the conclusion of the Topic Paper and it will shortly be circulated for approval by the Housing Group.

f) Police

Both David Pinchin and the Clerk had contacted the Police following an offer for a local officer to attend PC meetings or provide a report. No response had been received. It was hoped attendance or a report would be forthcoming for the PC meeting to be held in April.

11. Parish Council Land/Property

a) Tatsfield Green

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

b) AMB

- Redecoration – Alex Davies confirmed that a second coat had been applied to the walls of the corridor from the meeting room to the kitchen soon. She had also removed the noticeboard outside the AMB as it was broken. Alex Davies noted that the toilets (x2) were in dire need of decoration and that it might be a good idea to look into bringing in a paid decorator – perhaps the money set aside for a recycled plastic picnic bench for Westmore Green could be used and the PC could apply for funding through Your Fund Surrey for the new benches?

3295/0321 Members agreed with this suggestion. Alex Davies agreed to submit an application to Your Fund Surrey for the picnic benches.

- MUGA – grass cutting - the Clerk had contacted the School's Finance Officer to request the contact details of the new contractor once they become available.
- MUGA – opening after school – the school had contacted the Parish Council to ask if the MUGA can be opened after school.

3296/0321 Members agreed to this request.

- Rubbish removal – There was a substantial amount of rubbish at the AMB, as a result of the recent redecorating. The plan had been to dispose of this at one of TDC's Bulky Waste Collection weekends, however, these had been cancelled due to the pandemic.

3297/0321 Members agreed to contact Biffa to see if the items could be collected as part of the Bulky Rubbish collection scheme. If not, perhaps a licenced waste service could be used?

- Wall Art – Kim Jennings suggested that some art work / photographs could be mounted on the walls of the meeting room, ready for when it could be hired out again. A small amount of expenditure would be required.

3298/0321 The Clerk was requested to confirm how much of the redecorating budget was left to allocate to this proposal.

c) Westmore Green

- Grass area by old bus shelter (picnic benches)

A member of TIB had noted that the grass around the picnic benches was very muddy and the PC may wish to look at providing a hardstanding e.g., paving around the picnic benches.

Kim Jennings and Stephen Mittins had looked at this at the weekend and thought that the grass was already showing signs of recovery. Of course, it was slightly muddy due to recent wet weather and the high foot traffic as people were using the benches to meet outside. Kim Jennings would organise moving the benches around to allow certain areas of the grass to rest. If some patches needed reseeding, this could be done at the appropriate time.

12. Meetings to attend/ correspondence

- TDC Covid-19 meeting – 22nd March 2021
- Message received from local resident re: availability of tree saplings from The Woodland Trust.

13. Matters for reporting or Inclusion in a Future Agenda

None

Final public participation:

None

The meeting closed at 9.30pm

Note: the next meeting will be held on Monday 12th April 2021