

MINUTES of a Meeting of Tatsfield Parish Council held on the 14th September 2020 via Zoom commencing at 8.00 p.m.

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

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

And 6 parishioners.

The meeting commenced at 8.04 pm

1. APOLOGIES

None

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

3147/0920 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.

3148/0920 Ian Hayman declared an interest in item 10b – AMB – Room 2. 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 3rd September 2020

3149/0920 It was resolved that the minutes reflected a true and accurate record of the meeting held on 3rd September 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 completed the annual confirmation of the Parish Council's eligibility for FSCS – Unity Trust bank accounts.

- The Clerk confirmed that Colt Security annual maintenance check of the alarm system had been completed.
- The new boiler and cylinder had been fitted and was working well. All documentation, including the Building Regulations Compliance Certificate, had been received and filed.
- The Clerk noted that the annual Legionella Audit had been carried out – further details would follow in item 8r.
- The faulty light in the 1st floor office had been fixed.
- Derek Rose had swept and cleared the weeds from the area used by Little Acorns behind the VH.
- The Covid-19 measures had been posted in the AMB and the Clerk confirmed that she had sent them, along with tenants' conditions to IQ Financial, Chartwell Cancer Trust and Bigg-In Word.

5. Public Participation

- A resident brought the current works taking place at Parsons Shaw to the Council's attention. He said that the recent activity at the site was a big concern. Approximately 200 trees have been felled, drainage installed and a road laid. A TDC officer has visited the site multiple times but states there is nothing TDC can do as the works being carried out are permissible under the caravan site licence that was issued in 1988. The Environmental Health Officer has allegedly been liaising with the developers to obtain a caravan park. The resident has been told that the site was for residential dwellings.

6. PLANNING:

(a) Planning Team for September: Ashley Clifton and David Pinchin

3150/0920 It was resolved that the planning team for September would be Ashley Clifton and David Pinchin.

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

TA/2020/1298 The Red House, Ricketts Hill Road, Tatsfield TN16 2NB

Erection of single-storey outbuilding to north west of main dwelling.
(Certificate of Lawfulness for a Proposed Development)

Alex Davies gave the following report:

Summary: Erection of single storey outbuilding to north west of main dwelling. (Certificate of Lawfulness for Proposed Development)

This property is located in the Greenbelt outside the settlement area. The house has undertaken previous outbuildings, extensions and alterations and in 2017, when last extended, was shown to be 44% bigger than the original dwelling size. Relevant excerpt from TDC Officers report:

Assessment - Extension to building in the GB.

The key issue, due to the location of the dwelling within the Green Belt, is whether the proposed extension results in inappropriate development.

The volume increase of the proposed extension taking together with any previous additions would add approximately 380m³ (44%) over the size of the original building. Given the size of the original building combined with the scale, design and bulk of the proposed and any other previous extensions, the proposal would not represent a disproportionate addition to the original dwelling and therefore does not result in inappropriate development in the Green Belt.

With the new additional proposed outbuilding of this application it would now be significantly over 50% increase in volume from the original dwelling.

3151/0920 Comment: Objection, as this property is in the Greenbelt and a further large outbuilding will take it well above the threshold of it being a 'disproportionate addition' to the original dwelling.

TA/2020/1311 White Gables, Cudham Road, Tatsfield TN16 2NJ

Demolition of existing carport, erection of replacement carport.

This property is located in the Greenbelt outside the settlement area. There have been 3 previous applications on this property in 1991, 2004 and 2016, all approved.

This is a simple replacement of an existing carport with an extremely small change in footprint so will have little or no effect on the current look of the property or neighbouring properties.

3152/0920 Comment: No comment.

TA/2020/1318 Tavira, Parkwood Road, Tatsfield TN16 2LT

Demolition of existing annex workshop and conservatory. Erection of two-storey side extension with basement.

This property is located in the Greenbelt outside the settlement area. There have been no previous planning applications on this property.

There has been one objection from a neighbour, below:

Reluctantly I wish to oppose the the basement extension section of this planning application. I consider the proposed building of the basement is an excavation too far. I have no objection to an extension in principle.
My house is in close proximity to the site and I feel the sheer scale of the project could result in damage to my property. The extensive earth movement could cause disturbance to my own foundations.
In addition, I have a magnificent Sweet Chestnut Tree in my front garden - with a TPO - and the works could also cause irreparable harm to the tree. The tree is only a few metres from the fence and is maintaining strong growth.
I feel that in both instances any problems may not manifest for sometime after the construction is complete.
If TDC does permit this ambitious project to proceed, I would expect Mr Crowhurst and indeed TDC to indemnify my property against any resulting damage. I would be happy to discuss this application further with any qualified representative of the council together with Mr Crowhurst's surveyors.

This application is acceptable in volumetric terms as most is being demolished before rebuilding in a different form.

It will however radically change the external appearance of the house from a yellow brick house with timber boarding and tiles to an acrylic rendered house with slates. The elevation drawings are very basic and we should request further details on window design, colours and roof detailing be submitted as further information or be conditioned as part of any approval.

3153/0920 Comment: The Parish Council views this application as acceptable in volumetric terms as the majority is being demolished prior to rebuilding in a different form. It will, however, radically change the external appearance of the house from a yellow brick house with timber boarding and tiles to an acrylic rendered house with slates. The Parish Council feels unable to comment further as the elevation drawings are very basic and members would like further details on window design,

colours and roof detailing to be submitted as further information or be conditioned as part of any approval.

TA/2020/1094 Thistledown, Shaw Road, Tatsfield TN16 2BX
Erection of detached storage building (part retrospective) and greenhouse.

Erection of detached storage building (part retrospective) and greenhouse.

This property is located in the Greenbelt outside the settlement area.

HISTORICAL INFORMATION

Originally Thistledown was a bungalow with a piggery alongside. It was owned by a family who enjoyed life and who had all kinds of things on the site. In the 1990s for example, a double-deck bus appeared and seemed to be used for storage. A chicken shed gradually became obscured by trees and undergrowth and was then lived in 'undiscovered' for long enough for a certificate of established use to be granted - 2013/725.

The present owner therefore inherited a plot with two legal dwellings on it and was allowed to replace Thistledown with a large house and the chicken shed with a bungalow, which is now Thistle Cottage. That was 2015/660.

The application was for the demolition of the existing and the erection of two dwellings. The permission granted did not say specifically that demolition was a condition of approval, so there are still other buildings on the site with at least one family living in them. I think the argument is that the accommodation is needed for people still working on the site to complete the approved landscaping scheme.

The Council Tax register shows four dwellings on the site, their rating and reference number:

Thistledown is currently subject to an enforcement order relating to application 2015/660.

The plan for the current application does mark the former chicken shed and the mobile home to be removed but there is nothing about the remains of the original bungalow. There also appears to be a Summerhouse on the property now for which there is no planning permissions.

3154/0920 Comment: The Parish Council wishes to object and asks that no further planning applications should be approved on this property until the demolition/removal of the mobile home and former chicken shed are complete in line with the requirements of previous planning consents on this property. TDC should also visit the site to ensure that there are no other buildings which require planning permission.

TA/2020/1517 The Firs, Maesmaur Road, Tatsfield TN16 2LD

Erection of single storey rear extension and rear dormer in association with conversion of loft to habitable accommodation. (Certificate of Lawfulness for a Proposed Use or Development)

This is a detached house located within the Green Belt (outside of the defined village).

There was a preceding planning application for an extension on this property in March 2020 – TA/2020/574. We objected on several grounds and the application was refused as per the following:

The reason for REFUSAL is: - 1. The proposal, by reason of its scale, design, bulk and mass, would result in significant harm to the character and appearance of the existing property and surrounding area, contrary to Policy CSP18 of the Tandridge District Core Strategy (2008) and Policy DP7 of the Tandridge District Local Plan Part 2: Detailed Policies (2014).

Though this current application is smaller in scale this time (no first-floor side extension), our comments on the impact to the oak tree and on design of the front elevation still apply.

3155/0920 Comment: The Parish Council wishes to object for the following reasons:

1) Poor design:

It is the view of the Parish Council that these proposals negatively affect the design of the existing property and the setting of Maesmaur Road and surrounding Green Belt. The property is currently a confident two storey dormered and bay windowed house with a side garage. The proposed omission of the dormers and replacement with six rooflights of varying sizes makes the front elevation incongruous.

The proposals are therefore contrary to TDC Local Plan, Detailed Policies Part 2 DP7:B2

2) Impact on existing mature oak tree:

There is an existing and significant mature oak tree in close proximity to the rear elevation of the existing house that is not shown or noted in the applicant's drawings (this is a requirement under policy DP7:B13).

This tree should be protected by a Tree Preservation Order as it makes a significant contribution to the visual amenity of the local landscape in this area of the village due to its size, form and maturity. It is also understood that the tree is very likely to be used for roosting bats.

It is the view of Tatsfield Parish Council that the proposals are therefore also contrary to TDC Local Plan, Detailed Policies Part 2: DP7-B13 and also Key Consideration 4 of the TDC Trees and Soft Landscaping Supplementary Planning Document 2017.

If approved, strict planning conditions and arboricultural and wildlife measures must be put in place to ensure that this tree, its habitants and its root system are properly protected and this significant tree retained.

TA/2020/1416 Little Dene, Ricketts Hill Road, Tatsfield TN16 2NA

Erection of single storey side and rear extensions, and enlarged front dormer.

This property is located in the Greenbelt outside the settlement area. Previous applications in 1992 for a loft conversion were approved and executed.

Note that a larger front dormer window was not approved at the time of the 1992 application:

INFORMATIVE:

- 1 The applicant should note that the Council would not be prepared to approve a similar dormer on the front slope of the roof and that this should be built in accordance with the drawings approved under reference TA/78/390/641R or such other design for smaller dormers as may be approved by the Local Planning Authority.

This application does not constitute a significant volumetric increase and is in keeping with the current property. There are no obvious impacts on neighbouring properties.

3156/0920 Comment: No comment

3157/0920 The Clerk was requested to inform Tandridge Planning of the Parish Council's decision.

(c) Update on enforcement actions:

- i) ENF/2020/103 81 Paynesfield Road, Tatsfield TN16 2BQ
Martin Allen gave the following update:
This started with a planning application for a 3m high fence in 2019. This was refused.
The developer attempted to build a 3m high fence without planning permission.
The developer was instructed to reduce this by 1m, which has been done and therefore the enforcement case has been closed.
However, the inspector has stated that there is a covered walkway that is in excess of 30m² which requires a building regulation application. This has not yet been received. The application will consider the issues that have been raised and a completion certificate will not be issued unless it has been satisfied that the structure meets the conditions.
The building is currently empty and this means that, whilst the works do not comply, no enforcement action can be taken.

- ii) ENF/2020/209 Parsons Shaw, Lusted Hall Lane, Tatsfield TN16 2NL
- Martin Allen gave the following update:
Essentially, the works fall within the tolerances detailed in the General Permitted Development Order (Class B, Part 5) – Site Licences issued under the 1960 Act. It means that planning permission from the Local Planning Authority is not required. The Site Licence states that it is permanent as per condition 19 of the Site Licence – the fact that it was issued in 1988 does not have a bearing on this case.
- According to TDC officers, the site works at the time of their last visit fell within the requirements of the Site Licence and are therefore Permitted Development.
- It is a complex case and TDC is working on a comprehensive response.

The Chairman invited a parishioner to address the meeting:
In summary, the parishioner was shocked that this has been allowed to proceed as it was felt it would create a precedence. This has impacted the ancient woodland. The developer has personally stated that he would be placing 10x units on the site. The Site Licence stated ‘changing rooms’ not residential dwellings. The developer is currently pursuing claiming some of a neighbour’s garden and half the garage (built in 1997) in order to further the development. The Site Licence clearly stated 2x caravans and a road – the extra drainage and manhole covers indicates bigger plans. The parishioner thanked Cllr Allen for his assistance.

The Chairman thanked the parishioner for his comments and assured him that Cllr Allen and the PC were following this matter up.

7. Finance:

(a) Finance Team for September: Ashley Clifton and David Pinchin

3158/0920 It was resolved that the Finance Team for September would be Ashley Clifton and David Pinchin.

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

3159/0920 Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for September.

(c) Approve Salary Increase for Clerk on Scale Point 19 to £13.24 per hour as per NALC/SLC National Pay Award to be backdated to 1st April 2020

3160/0920 Members resolved to approve the salary increase for the Clerk, backdated to 1st April 2020.

(d) Items for expenditure:

- Carpet – Meeting Room – RCB Flooring - £495.00
- Carpet – Lobby area – RCB Flooring - £490.00

3161/0920 Members approved the 2x expenditure for carpet.

8. Notified Items

(a) Internal Auditor Report 2019-20

Following the Internal Audit earlier this summer, the following report had been received:

TATSFIELD PARISH COUNCIL

Internal Audit & Annual Review – 31/03/2020

In accordance with my Internal Audit Plan, Controls and Procedures have been tested, with Fraud and Risk Issues reviewed - these are well managed, as set out in the Governance and Accountability for Local Councils Practitioners' Guide 2019 and meet the needs of the Council. I would only comment by exception. I confirm that I do not have any role within the Council. I will carry out my duties without bias and follow the Public Sector Internal Audit Standards 2012 - to enable the Council to comply with these Standards and the Accounts & Audit Regulations 2015.

There are not any matters to raise – well done.

(b) Appoint Internal Auditor for 2020-21

The Parish Council was required to appoint an Internal Auditor for the current financial year. The Clerk proposed that the Parish Council appointed Peter Frost, who has been the Internal Auditor for the previous two financial years. She noted that Peter Frost had

confirmed that he would be able to carry out the appropriate checks remotely should Covid-19 restrictions continue.

3162/0920 Members resolved to appoint Peter Frost as Internal Auditor for 2020-21.

(c) TDC Covid-19 Community Support meeting - report

Kim Jennings attended this Zoom meeting on 14th August and she gave the following report:

This meeting was convened to find out how councils had responded to the pandemic and what action individual groups took.

TDC was impressed with how quickly TPC responded.

TPC has applied for TDC's Local Authority Emergency Assistance Grant for Food and Essential Supplies of £1,500.

At the time of the meeting, there had been 1144 deaths from Covid-19 in Surrey, 93 of which were in Tandridge.

Tatsfield was one of the highest shielding areas in Tandridge.

The next meeting would be held on 20th October.

The Chairman had gathered lots of information regarding community groups who could provide support and resources. She had also highlighted to TDC the problem faced by Tatsfield PC of having many residents using cross-border GP services – Kent and London Borough of Bromley. TDC had agreed to investigate.

(d) Covid-19 update

The Chairman noted that the PC support team was dormant at present. However, it was ready to step up again should the need arise (including prescription collection / delivery and shopping). Sheree's Store was ready to start home deliveries too.

e) Japanese Knotweed – Ricketts Hill Road

Ashley Clifton reported when using the treatment for Japanese Knotweed in public places, a licence and training was required.

Ashley agreed to visit Millennium Wood to inspect and report back at the next PC meeting.

f) Parkwood Road - footpath

This has been reported to TDC enforcement (ref: ENF/2020/262). No feedback has been received but an officer has been assigned to the case.

g) Ash Dieback in the Parish

There have been several queries relating to possible Ash Dieback on privately owned land. Jason Syrett had posted some information

on Tatsfield Talk in July but would also submit it for the next edition of the Parish Magazine.

h) Sign request – Shaw Road

A request had been received from a resident to place 'Drive Slowly' signs at two locations on the lower part of Westmore Road. The proposed signs would be 400mmx300mm, black lettering on a white background.

Location 1 – attached to the Westmore Road sign and location 2 – at the junction at the top of Kemsley Road / Shaw Road / Westmore Road on the left-hand side.

Location 1 – TDC is responsible for road signs so it would be best for the resident to put in the request to them.

Location 2 – this is actually a strip of 'un-owned' land and the PC can therefore neither give nor withhold permission. As this section is a bridleway, it would be advisable to contact SCC.

3163/0920 Members agreed with the above suggestions and requested the Clerk email the information to the resident.

i) Tatsfield Neighbourhood Plan

Jason Syrett gave the following update:

An informal meeting was held on 28th August 2020 between Martin Allen (Chairman of the Tatsfield Parish Neighbourhood Plan (NP), Kim Jennings and Jason Syrett. We discussed that progress on the Tatsfield Parish NP had now completely paused since March 2020 due to Covid-19 lockdown, social distancing and remote working. We discussed ways in which we might advance progression of the plan again in the context of proposed changes to planning policy at national level and the Tandridge Local Plan.

As very good progress had been made by March this year ahead of the lockdown, the proposal is to now reconvene the Neighbourhood Plan Steering Group and recommence work on the Tatsfield Neighbourhood Plan throughout Autumn 2020, subject to following Covid-19 guidelines.

The aim will be to get a draft plan ready as soon as possible with a much-reduced housing section, in view of the fact that we have received no responses from the Call for Sites owners of TNP 01, TNP 18 and TNP 19 following sending out letters to them earlier in the year.

Jason Syrett has been working on developing a draft NP from the Topic Papers that has been circulated to Steering Group members for them to review.

It is proposed to arrange a remote online meeting of the Steering Group either w/c 21st or 28th September with a view to complete or at least refresh some of the Topic papers and make final preparations for the draft plan and for a community consultation on the draft - in whatever form that may have to take later this year. Support is on offer from officers at TDC on reviewing the draft and preparing mapping, etc. The hope on this basis is to reduce or remove costs of further employing a consultant to advise the Steering Group and therefore the requirement to pursue further grant funding which may be difficult at this time.

3164/0920 Members resolved to reconvene the Neighbourhood Plan Steering Group and recommence work on the Neighbourhood Plan throughout Autumn 2020, subject to following Covid-19 guidelines.

j) Tree survey / Ash Dieback Survey for trees on Parish Council land

The tree survey had been completed and the report was pending. Affected trees (numerous) in Kemsley Wood have been marked with pink paint which will need to be felled and ideally replaced. This item will be on the agenda for the October meeting.

k) Dave Bishop – Remembrance Service request

Dave Bishop has asked the Parish Council for its support for this year's Annual Remembrance Service which he proposing to hold on Saturday 7th November from 10.30 -11.20.

Dave Bishop has requested a £600 grant from the Parish Council to fund the band and printed programmes.

The Chairman confirmed that she has spoken to Dave Bishop and advised that, due to Covid-19 restrictions, the service would need to be pared back or even cancelled, possibly at short notice.

The Clerk had contacted TDC events and has received information about applying online by completing an application form and providing risk assessments (standard and Covid-19), management plan and emergency responses. TDC advises that this process may take 3 months before a decision is made.

Jason Syrett confirmed that the Royal British Legion has not yet published its guidance and the current Government advice is for no more than 6 people from different households meeting indoors and outdoors.

It was suggested that maybe there should not be a band this year, especially given that there should be no hymns. Perhaps, if the event were to go ahead, it could be with recorded music and a lone bugler to sound the Last Post and Reveille.

Another suggestion was that if the service did go ahead, maybe it could be streamed live on Tatsfield Talk?

3165/0920 It was resolved to discuss this item again at the October meeting. Members felt it prudent to wait until the Royal British Legion had published its guidelines and the PC could then look to potentially prepare plans in line with the official guidance. The Clerk was requested to proceed with the road closure request, in case the event could be held. It was agreed that should the event go ahead, there would be recorded music and a lone piper. Numbers of attendees and participants would be decided at a later date and based on Government guidelines.

l) Dave Bishop – Christmas Carol Singalong request

The Parish Council had received a request from Dave Bishop to hold the annual Christmas Carol Singalong on Friday 18th December between 7 and 8pm. Dave Bishop had requested a £350 grant to fund the band and song sheets.

Warlingham and Woldingham parish councils have already cancelled their Christmas events in light of the pandemic and related restrictions.

3166/0920 Members resolved to defer this item until the October meeting when more information may be available to enable them to make a decision.

m) To pass resolution renouncing any Parish Council interest in various pockets of unregistered land within the parish: i) Kemsley Road, south of Aston Acres (strip of land bordering the west side of Kemsley Road extending towards Aston Acres) ii) Woodland north of junction of Maesmaur and Georges Roads (fronting Georges Road opposite the end of Maesmaur Road) iii) Beech Avenue (from its junction with Kemsley Rod to land opposite Toronto House) iv) Land at the northern end of Barnfield Road (fronting Maesmaur and Barnfield Roads near Holly Cottage) v) Woodland on the eastern side of Ninehams Road

3167/0920 Members resolved to pass the following resolution: in 1986, the Parish Council gave notice of its intention to claim the above pockets of land and marker stones were placed at these locations, however, the claims were never progressed beyond that point. The Parish Council has ceased to claim the pockets of land as, under the adverse possession rules, the Parish Council has not been able to demonstrate the key criteria for adverse possession and any claim would fail.

n) To pass resolution recognising that counter claimants materialised for two sites of unregistered land: i) Land opposite Toronto House (bordering Kemsley and Paynesfield Roads) ii) Land between Kemsley Road and Beech Avenue (between Beulah Cottage and Normanhurst, extending to and including part of Beech Avenue)

3168/0920 Members resolved to pass the following resolution: following the Parish Council's notice of intent in 1986, two land owners came forward and proved their ownership of the parcels of land and therefore any possibility for the Parish Council laying claim fell away.

o) Furze Corner

It was confirmed that David King had taken over as Chair of the PFA. The committee also comprises of Tom Ellis (Treasurer) and Matthew Perrett (Secretary). They are targeting a proper AGM in the coming weeks at which they hope to formalise a committee proper (there have been discussions with other local residents interested in joining the committee). David King noted that there has not been a lot of change in the situation at Furze Corner. A number of groups have used the grounds over the summer. The Committee is looking to broaden the use of the grounds and building and would very much like to see Furze Corner included in the Neighbourhood Plan, but the facilities need to be more accessible and usable for the village. There have been a few minor incidents over the summer.

Ian Hayman and Jason Syrett indicated their willingness to be involved with the committee. Martin Allen has and continues to be involved in the ongoing discussions with TDC.

At the last meeting between the PC and PFA, it was agreed that the PC would contact TDC with a view to the possible purchase of the site by the PC. TDC has said it would not be willing to sell but would be prepared to offer the PFA a 15-25-year lease which would enable the PFA to apply for grants and lottery funding.

At its last valuation, TDC believed Furze Corner's value to be £60-80k (this included the pavilion which is actually owned by the PFA, not TDC). Tom Ellis confirmed that the PFA had received a Covid-19 grant and this would enable it to clear all debts. Some invoices have been paid and there are some outstanding. Tom Ellis was in communication with TDC (Kate Haake) regarding this.

A business plan was needed and clubs (football / cricket) may return if facilities were improved.

Becky Rush noted that it appeared that Furze Corner would be an ideal candidate for the SCC community investment fund. Match funding would likely be needed but could come from Sports England / Lottery grant etc.

The Chairman confirmed that the PC would keep Furze Corner as an agenda item on future agendas so that updates could be reported.

p) Parking – Rose Cottage

The owner of Rose Cottage had contacted the Parish Council regarding parking issues at her property. She alleges that access to the rear of her cottage via Grove Road is 'incredibly difficult' due to various obstructions along Grove Road. She has requested Parish Council permission for access to either park on the village green outside the property or to be able to drive over the green and make a hardstanding in the property's garden.

The title deeds clearly show that the owner of Rose Cottage has right of access in front of her neighbours in Grove Road.

Additionally, there was a complaint about the tree on Westmore Green located directly outside the cottage as it blocks virtually all the light and branches frequently fall on the fragile roof. The Clerk suggested that she could contact TDC to request this.

3169/0920 Members requested the Clerk contact TDC regarding the tree outside Rose Cottage.

3170/0920 Members agreed that the owner of Rose Cottage does have right of access and this is likely a neighbourly dispute. If approaching and discussing with the neighbours did not resolve the issue, then the next course of action would be for the owner of Rose Cottage to seek the advice of a solicitor.

q) JRRA – Request for double yellow lines around the left junction of Johns Road and Paynesfield Road

The JJRA has sent in an email chain as it believes that ‘its original request for yellow lines around the left-hand junction of Johns Road and Paynesfield Road has been lost. JJRA would be grateful if the Parish Council could add this to its agenda and set the ball rolling again as this is a particularly dangerous junction where vehicles from nearby houses in Paynesfield Road park and block the sightline and safe exit for residents of Johns Road.’

The Chairman confirmed that this had been on the request list in 2019. The SCC officer visited Tatsfield and assessed all requests. This one was not considered necessary and would lead to urbanisation.

3171/0920 Members requested that the Clerk write to the JJRA detailing the above and signposting the Tandridge parking review online form on the SCC website so that the request can be submitted by the JRRA in the next round of assessments.

r) Legionella Audit

The report has been circulated by the Clerk. The AMB audit was fine, with everything listed as ‘green’, except for the CWT which has exceeded the maximum temperature allowed at various points this summer (on extremely hot days). Also, the POU on the first floor needs to be flushed every two days and the Clerk is drafting a record sheet for this and will ask Phil Clark to action and complete.

Actions, however, are required in the VH regarding the CWTs. The Clerk is liaising with the responsible person at the VH regarding this.

s) Request from parishioner to fell ash trees suffering from ash dieback in Kemsley Road on plot of land between FP570 and BW646

The Clerk had circulated details to members detailing her meeting on site with the parishioner in July. The Clerk has checked thoroughly and the plot of land described has no registered owner, therefore no-one is responsible for the maintenance of the trees.

3172/0920 Members requested that the Clerk contact the parishioner confirming the above and suggesting that she contacts SCC to inquire if it would manage the trees as the narrow strip of land is bordered by a Bridleway and a Public Footpath.

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

a) County Councillor

Cllr Rush gave the following report:

- The Warlingham CRC is now fully open but still not accessible to wheelbarrow users. Cllr Rush had a meeting with site operators and is looking to include more waste options. SCC has overspent on its waste bill this year due to Covid-19.
- Road repair – Old Lane (RHR) – this closure has been deferred until the October half-term holiday (w/c 26th October).
- Cllr Rush has a £5,000 Community Allowance to spend. Could the PC consider any requests and forward them to Cllr Rush?
- SCC is commencing enforcement action regarding a land grab at The Old Forge.
- Cllr Rush enquired whether the Neighbourhood Plan still wished to include the land next to Tatsfield Primary School.
- Grit bins – SCC is due to commence refilling and replacement of grit bins – TPC advised that the grit had solidified in many of the bins as it was not used this year.

b) District Councillor

Cllr Allen gave the following report:

- Cllr Allen continues to report overflying and will pursue when he and David Pinchin meet David Winstanley on Friday 25th September.
- Parkwood Road dispute continues and Cllr Allen is waiting to hear the outcome of the surveyor's visit re the boundary lines.
- There is a Zoom meeting on 15th September for a Unitary Authority briefing for District Councillors and parish council Chairs.
- The bulky waste collection was cancelled, despite Cllr Allen's objections.
- Nick Dance was unable to complete the cut of Westmore Green as people sitting at the picnic benches refused to move so that he could trim the area. He will return on 16th September to finish.

- The Parks and Open Spaces Strategy was finalised on 10th September and will going out for consultation on 28th September (until 9th November).
- The first incident, in quite a while, of fly tipping in the Clarks Lane layby has been reported.
- At TDC, meetings of all sizes continue via Zoom and in person to establish new systems, new committees and improved working practices.
- Neighbourhood Plan – this will go ahead in a simpler form and a meeting will be arranged for 24th September via Zoom.

c) Village Hall Management Committee

David Pinchin gave the following report:

As previously reported the hall reopened at the beginning of June for Little Acorns. This was in accordance with Government guidelines. The hall stayed closed to all other users. On 1 July the VHMC considered the matter again in the light of revised Government guidance but because of so many difficulties regarding differentiating between the needs of current users and taking into account their own views, it was decided to defer any further use of the hall until September. The VHMC then prepared its own detailed risk assessment in accordance with ACRE (Action with Communities in Rural England) guidelines for the reopening of village halls. It also required all potential users to do the same. The VHMC also produced a revised set of booking terms and conditions. Following a meeting of the VHMC on 18 August, the hall partially reopened at the beginning of September for use by Little Acorns, Yoga, Dog training, Paracise Classes, Cinema, Table Tennis and the strings of North Downs Symphony. Other groups such as badminton and short-mat bowls have decided not to return for the time being. Restrictions are currently preventing use of the hall for most other outside functions. Regarding the Government's announcement last week re-imposing restrictions on social gatherings from 14 September, the VHMC is now waiting for further guidance from ACRE on the use of village halls which is expected within the next few days

d) Tatsfield Primary School

Ian Hayman gave the following report:

There are no issues to report. All procedures are in place to safeguard the children and the staff. There is a good drop off / collection system. Lunchtime meals are well organised. Parents feel content to let their children return to school.

e) TIB

Stephen Mittins gave the following report:

It has been a very busy time for TIB this month. I have attended two meetings with TIB in August and Sept 2020. I believe that both meetings had some very positive outcomes and will help TIB and the PC to move forward in a positive manner. 1. The TIB meeting on 18th August at Jon's house. 2. Meeting with TIB in the AMB 3rd September at 10am as requested in the meeting held on August 18th, 2020.

At the August 18th meeting, Jon Allbutt gave his Chairman's report in which he outlined the challenges TIB had faced this year, as well as highlighting what he viewed as the breakdown in TIB's relationship with the PC. Several items were raised which needed PC permission or feedback: Grassing over of the Tatol bed, the paintings at the Tatol bed, noticeboards, a designated page on the village website. All of these items would be dealt with later in the agenda, except for the noticeboards which would be discussed at the Finance Committee meeting to be held on 1st October.

As a result of the 18th August meeting, Stephen Mittins and Kim Jennings had a meeting with Jill Hancock and Pam Bishop. The following notes from that meeting were compiled by Jill Hancock: Car Park Shrub Beds At a meeting in October 2019 between TPC and TIB, the matter of the car park shrub beds had been brought up as it was felt that the workload to maintain these was becoming too much for the TIB volunteers. Ian Hayman from TPC had met with Kevin Bellinger, the Headteacher at the School, to discuss this as the land was owned by the School. Mr Bellinger agreed to look into this, possibly with the help of parents at a separate working party. However, when asked again by IH during lockdown unfortunately so many other matters had taken precedence by then. It was agreed that JH would speak to Mr Bellinger, once the children had settled back into school, to see whether a contractor could be employed to cut back the shrub

beds to a manageable position. JH and PB felt that once this had been done the TIB volunteers may be able to maintain them once again. The PC were responsible for the beds around the AMB and had obtained quotes for the cutting back of these which would be discussed at the next TPC meeting.

The Beds at The Square As the number of volunteers available to carry on the work of TIB was unknown at the present time, it was agreed that the project should be put on ice for the time being. However, the triangular bed opposite the WI Hall was now very overgrown with brambles encroaching over the pavements and it was agreed that TPC would arrange for this to be cleared and grassed over, with daffodils planted if possible.

Planting at the Village Gates TPC had agreed to spend £200 on perennial plants for the Village Gates. These would be purchased and planted by TIB.

Jobs in the Village It was agreed that TIB would concentrate on the Village centre in the future and would not take on any other work over and above keeping the village tidy and planted according to the seasons. TIB would email TPC with any other work which was needed and they would decide whether this was their responsibility or pass it on to the relevant authority.

The Future The donation from TPC for this year 2020 was £2000 but they have not yet set the budget for the following year 2021. They need to speak with the other members of TPC but do not foresee any problems with the donation. TPC is very keen to support TIB in the very valuable work they carry out. PB and JH were keen to understand how the PC viewed the future involvement of TIB in view of the conflicting views they faced from members of the village. KJ and SM assured TIB that the majority of the village were highly complimentary about TIB's efforts and were very keen for them to continue. JH and PB asked TPC whether they felt that the planting should be more sustainable with fewer annual plants being disposed of each year. They felt that this could help mitigate criticism and asked whether SSEIB had sustainability in their criteria for judging. They also asked, as an aside, whether TIB could use the compost produced by the Composting Site instead of getting this from Knights. It was

pointed out that Knights usually donate all the compost and granules each year.

JH and PB would take back to the TIB Committee the question of whether more sustainable plants could be used whilst still competing in the SSEIB competition. They felt that the expense on carpet beds could probably not be sustained with the likely loss of sponsors. Presumably this would lead to less cost for flowers and therefore less of a demand for contributions from TPC, although TPC assured TIB that at present they had no intentions of changing its £2,000 annual contribution to TIB. But this is a decision for TPC as a whole and will need approval at Finance committee at the time of Budget planning and a request from TIB after they have made plans for next year's displays. KJ said that she had visited Green Field garden centre in Banstead which was trade only where the prices were very much lower than usual garden centres. She wondered if TIB could obtain a trade card for purchasing plants? It was agreed that, whilst information from the TIB meetings was very accurately given to the members of TPC by SM, decisions and information from the PC did not always reach all members of the TIB Committee. SM would ensure that his reports to TPC and any other correspondence pertaining to TIB were copied to the TIB Committee. SM pointed out the very valuable service that TIB carried out by offering opportunities to the DofE students in the village and also for accommodating a youngster with special needs. In conclusion, it was agreed that TIB would continue to carry out their work to ensure that the Village is kept neat, tidy and pleasant to the eye, with the continued support of the Parish Council.

Stephen Mittins informed the Parish Council that TIB had won Gold at the SSEIB competition. Members offered their congratulations to TIB and thanked them for all their hard work in keeping the village looking lovely.

f) THS

Stephen Mittins gave the following report:

The THS committee met on 9th September via Zoom.

There was a review of recent events: Memorial event for Barry Bull. Held at the composting site, but also attended by members of

TIB, Mary Bull, Revd. Vince Short and Dave Bishop. This went very well. Mary unveiled a wooden plaque, engraved by Phil Brett with the words 'In memory of Barry Bull', which was considered by all to be very appropriate. A picture of this was on the front cover of the September Parish Magazine, and there was an article in the magazine.

Finances: good.

Forthcoming events: Garden Club – 13th October – has been cancelled. AGM and Big Talk – 10th November – Big Talk has been cancelled and the AGM would likely be held on Zoom.

Proposed visit to Wisley – it was agreed this could not take place.

Medal awards – Grenfell Medal for Flower Arranging and the Banksian Medal for Horticulture had been engraved by the RHS and sent out. Since shows could not be held, the RHS had suggested the medals should be awarded to people who had 'gone the extra mile'. Therefore, the Grenfell Medal would be awarded to Dawn Forrester-Groom and the Banksian Medal would be awarded jointly to Sheree and Simon Cook.

Year Book 2020-21 – work will begin in January.

Composting Group: The renewal of all timber on the site has been completed. There are now no pallets in the construction and everything is screwed together which will make repairs easier.

Both finished compost stores are back in action. The 3x receiving bays and the 'island' have new, much stronger tarpaulins (in matching dark green). Social distancing measures are working well and will continue to be followed. Several new volunteers have come forward.

g) Speedwatch

After a break due to Covid-19, the Speedwatch sessions are due to start again w/c Monday 14th September. Stephen Mittins will report the results at the October meeting.

The week of 14th September is also Project EDWARD (Every Day Without A Road Death) week. Police forces across the country are working to crackdown on speeding and dangerous driving to reduce road deaths.

h) Fairtrade

The Fairtrade Group was planning to host a tea tent on Westmore Green on 19th September but this is likely to be cancelled.

10. Parish Council Land/Property

a) Tatsfield Green

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

b) AMB

- Redecoration – The redecoration was going well. The meeting room has been painted – walls, skirting boards, doors etc. New blinds have been installed and the old carpet has been removed. The new carpet is due to be laid soon and then the new tables can be purchased.
- Covid-19 – The Risk Assessments have been drawn up by Alex Davies and all actions have been completed. There are new touchless bins and a no-touch hand sanitiser in the entrance hall. Signage has been put up informing users of social distancing measures etc. The Clerk has contacted all tenants with details of the steps the PC has taken and advised of the need for tenants to adhere to certain conditions.
- Re-opening for hirers – in light of the recent Government restrictions for meetings of no more than 6 people, this item would be deferred until the October meeting.
- Room 2 (Under Part 2) – This item would be discussed under Part 2.

c) Westmore Green

- Picnic Benches – This item was deferred until the October meeting.
- Christmas Lights – Ian Hayman had undertaken initial discussions with Magna. It was confirmed that Magna is still keen to sponsor the lights. It has been suggested that there were two possible phases. Phase 1 – to remove the current lights which were beyond repair and replace them with more modern lights on the three existing trees. The cable from the VH would need to be replaced at the same time. A new socket, on its own circuit, would also need to be fitted on tree 1. Phase 2 – possibly extending the

cable across the road to light one or two more trees. This would be further discussed at the October meeting.

- Tatol Bed / Paintings – TIB was seeking PC permission to grass over the Tatol bed. The sleepers supporting the rear of the bed were rotten and in need of replacing.

3173/0920 Members agreed to TIB's request to grass over the Tatol bed and organise the replacement of the rotting sleepers.

Paintings – The paintings by Ben Holmes have been much admired. TIB has agreed that the paintings would be retained in the village. They would need to be removed from the bed at the back of the Tatol bed at the end of September. TIB was looking to the PC to agree a new location to hang the paintings.

3174/0920 Members agreed that TIB should liaise with the VHMC to discuss the possibility of hanging the paintings in the VH. If the VHMC felt the paintings could not be accommodated in the VH, the PC would be happy to hang them in the AMB. Members felt it was important that the paintings were formally donated to the village to be held in trust by either the PC or the VHMC.

d) Car Park

- Maintenance of flower beds – The Clerk had obtained quotes from James Longley for an one-off tidy and then regular maintenance of the flower beds behind the AMB and down the side of the VH (along the fence line with Bassetts). The one-off tidy would be £360.00 and the cost of the monthly maintenance would be £80.00 (between April and October).

3175/0920 Members agreed the above quotes, with the option to review the regularity of the monthly maintenance.

e) Village Hall

- Planters – 5 of the 6 planters outside the front of the VH are rotten and need to be replaced. The preferred option of TIB is to replace them with wood effect recycled plastic planters. TIB was seeking the PC's permission to do this.

3176/0920 Members agreed to give permission to replace the planters and suggested that replacing with simple plastic planters might be more financially viable for TIB.

11. Meetings to attend/ correspondence

- English Rural – 1-bed flat at The Copse, Tatsfield – This has been posted on the village and PC websites and social media.
- Local Government Reorganisation Seminar – TDC (Zoom) - 15th September – Kim Jennings to attend and report back.
- The Centre for Sustainable Energy online conference – 30th September - Kim Jennings and the Clerk to attend as many parish councils are looking to be carbon neutral so this is something for TPC to look into.

12. Matters for reporting or Inclusion in a Future Agenda

- PC / Church community support for each road in the parish – Covid - 19
- Pavement parking consultation
- Local Government Reorganisation
- Tree Survey
- Finance Committee meeting on 1st October
- PFA / Furze Corner

Final public participation:

None

The meeting closed at 10.58pm