

MINUTES of a Meeting of Tatsfield Parish Council held on the 14th April 2008 in the Parish Room, Westmore Green, Tatsfield commencing at 7.30 p.m.

Present: Mr Ian Mitchell (in the chair) Mr Jon Allbutt Mr Giles Hawkes Mrs Carol Jordan Mrs Sandy Philibert Mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk), Mr Bob David (Tandridge DC Councillor) Mr David Hodge (Surrey CC Councillor)

And 3 parishioners.

1. (a) Apologies Mrs Eileen Pearce. The Chairman indicated that he was pleased to report that Mrs Pearce was continuing to make progress and hoped to be home soon.

(b) Declarations of Interest: None

2. Minutes

The Minutes of the meeting held on the 10th March 2008 were approved and signed as a correct record.

3. Matters Arising:

(a) Affordable Housing Project: Carol Jordan reported that the report on the Housing Needs Survey should be sent to the Clerk in next seven days. She indicated that she was anxious to put the procedure in hand to identify possible sites for affordable housing.

(b) Broadband Service: The Chairman reported that he had written to BT drawing attention to the deficiencies in the Broadband Service and had received an unsatisfactory response. He had therefore written again.

(c) Oxted Quarry: The Chairman indicated Woldingham Parish Council was lobbying for support for its campaign against the proposal to make Chalkpit Lane one way from the Quarry to The Ridge. The matter was due to be discussed by the Tandridge Local Committee on 7 May. Written objections were required by 23 April. After discussion, it was agreed to support Woldingham PC in its opposition to the proposal because it was clear that heavy goods traffic on Clarks Lane could increase considerably with a consequent increase of traffic taking the shorter route through to Biggin Hill. The Clerk was asked to write accordingly.

4. Tatsfield School

The Chairman reported that he was pleased to report that contracts had been formally exchanged with Surrey County Council for the sale of the major part of the L-shaped Field to Surrey CC. He reported that it was not clear when building of the new School would commence and consequently when it would be completed. There appeared to be a possibility that certain contracts would have to be re-negotiated.

Despite requests for some definite indication from Surrey CC, none had been forthcoming.

David Hodge indicated that, as far as he was concerned, building would commence at the end of May 2008 and completion would be by Easter 2010. He understood that a site manager would be appointed shortly and he reported that all communications with regard to the new School should be through him.

The Chairman indicated that, whilst appreciating that, as a result of the exchange of contracts, the relationship between the Parish Council had changed somewhat, the Parish Council still had contractual interests in the progress of the building work, particularly so far as affected the Parish Council's remaining land. As such, the Parish Council was entitled to attend the monthly progress meetings that were to be held in the Parish Room on the first Tuesday of every month.

The Chairman expressed his thanks to his fellow councillors for their help and support.

5. Planning Matters

(a) Current Applications: Sandy Philibert reported on the current applications and the action agreed was as listed in Appendix A.

(b) Tandridge Core Strategy: Bob David reported that there had been a very large public attendance at the opening of the Review of the Core Strategy. The Inspector carrying out the review had made it very clear that he was considering the general policy contained in the Strategy document submitted by Tandridge DC and would not be dealing with any specific matters. Initially it had appeared that the Inspector felt that the Strategy was unacceptable because it did not identify specific areas for development but he agreed to consider the Strategy but expressed serious concerns.

(c) Tandridge DC Consultation on Planning Applications: The Chairman indicated that all local

authorities were required to use standard application forms but it was possible to add requirements dealing with local matters. This consultation was therefore limited to the additional matters that Tandridge wished to add. He did not think that there was anything that required any contribution from the Parish Council. This was agreed.

(d) Next month's planning Councillor: Ian Mitchell.

16. Finance

(a) Grant Applications:

(1) Tatsfield Wildlife Register: The Chairman indicated that this was a newly formed group. The main object of the Group was to compile a photographic record of wildlife in the Parish for the benefit of the community. The Group was asking for a grant of £100 to cover initial expenses as it considered its way forward. After discussion, it was agreed to make a grant of £100.

(2) Village Hall Acoustics: The Management Committee was anxious to improve the Hall's acoustics and had commissioned a report from an expert. This recommended that improvements were carried out at a cost of approximately £5,000. The Management Committee was optimistic that it could obtain grants to cover the entire cost and had already been offered £1,000 by the North Downs Sinfonia. The Committee was seeking a grant of £500 from the Parish Council. After discussion, it was agreed to make a grant of £500.

(b) Parish Room: The Clerk reported that the Non-Domestic Rate for the Parish Room for the coming year amounted to £269.08 after allowing for the 50% Small Business Relief. This would be payable by an initial payment of £26.08 followed by 9 monthly payments of £27.00.

(c) Payments: The payments listed in Appendix B were approved.

17. Highways & Rights of Way

(a) General Highway Matters: Sandy Philibert had circulated a detailed report to all members that covered

the following matters:

(1) Village Centre Road Scheme: She reported that very little, if any, progress had been made in this matter. The matter was now in the hands of Derek Poole and she was very concerned at the continuing delay because of the likelihood of an accident occurring due to traffic trying to pass parked buses.

(2) Ricketts Hill Road: There were many complaints about the state of this road and she was meeting David Hodge and the Highways Steward to deal with this problems and other matters.

(3) Potholes: Rag Hill Road had been repaired very well.

(b) Permissive extension of FP23 – Church Hill: Bob David confirmed that he had written to the landowner but so far had had no response.

(c) Ricketts Hill Road: Jon Allbutt reported that he was obtaining approximate costings and was in touch with the resident who had raised the matter.

(e) LORD (Lorries off Rural Roads): Carol Jordan reported that the HGV routing network for the County was to be revised and she had requested the removal of certain roads in Tatsfield. LORD was urging residents to report incidents involving HGVs and she agreed to arrange for the necessary details to be published in the Parish Magazine.

8. Notified Matters

(a) Old Lane Drainage; Jon Allbutt reported:

(1) Future maintenance: Quotations for the costs of clearance of the ditch were being obtained.

(2) The location of a BT pipe crossing the ditch: a report was still awaited and the matter would be chased.

(3) Overhanging Trees: This work would be included within the quotations for ditch clearing.

(b) Annual Parish Meeting: Jon Allbutt agreed to see if Alec Baxter-Brown of the Surrey Downlands Project would speak about his work in relation to the Pond and the Millennium Wood. Other arrangements were discussed and agreed.

(c) Surrey CC Message in a Bottle Campaign: Carol Jordan drew attention to this campaign to store vital personal information in a way that made it available to the essential services in the event of an emergency. It was agreed to distribute the information as widely as possible and encourage participation.

9. Reports from Members and Outside Organisations

(a) County Councillor: David Hodge had nothing to report.

(b) District Councillor: Bob David reported on the following matters: -

(1) Bus Travel: He was anxious that a survey should be carried out to discover exactly what bus services local residents required. David Hodge indicated that the results of such a survey would be of use to the County. He also drew attention to the fact that free bus travel on local services was now available nation-wide to the over-60's and the disabled.

(2) Post Office: Whilst Tatsfield Post Office was not on the list of closures, he reported that one of the two Post Offices in Oxted was to close. This drew attention to the importance of residents using the local post office as much as possible at all times.

(c) Biggin Hill Airport: The Chairman expressed sympathy for the victims of the recent fatal air crash at Farnborough and asked members whether they had been approached by parishioners about any safety implications for Tatsfield. No approaches were reported.

1(d) Tatsfield Youth Project: Jon Allbutt indicated that problems were being experienced with Surrey Club s for Young People but these would no doubt be resolved.

1(e) Tatsfield Community Responders: Jon Allbutt was pleased to report that the Responders had recently received new communications equipment and members were undergoing training in the use of that equipment. Consideration was also being given to purchase of a new defibrillator.

(f) Village Hall: Carol Jordan reported that: there had been a great improvement in the appearance of the carpark following the use of the services of Michael Lambert to tidy the carpark and deal with minor repairs. It was agreed that this arrangement should be continued and arrangements made for him to submit an invoice for his services at a rate of £8.50 per hour.

110. Parish Council Property

1(a) Surgery & Parish Room:

(1) Broadband Connection: The arrangements made with TalkTalk for the broadband service were agreed. Giles Hawkes undertook to ensure that all statements were addressed to the Clerk at his home address.

(2) Lead Flashing: Giles Hawkes confirmed that he arranged for the necessary work to be carried out.

(3) Computer equipment: Discussion took place with regard to the details of the laptop computer and projector. It was agreed that a printer/scanner/copier was also required and Giles Hawkes agreed to report back as to the specification and cost.

1(4) Salting of Carpark: Giles Hawkes was making arrangements for the provision of a salt bin and materials.

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11. Parish Owned Land

1(a) Westmore Green Playground: Jon Allbutt indicated that he was still awaiting confirmation of a date for a meeting with the interested parties.

(b) Westmore Green Notice Board: Giles Hawkes indicated that he had asked Desmond Bishop for an estimate to repair the existing Notice Board.

1(c) Parish Land: Jon Allbutt reported that he had obtained an estimate for the erection of two strands of smooth wire supported by round posts at £2.90 per linear metre. This would amount to £386 plus VAT for the Shaw Road Triangle. He indicated that a considerable amount of garden rubbish had been dumped on this land and it was agreed that a letter should be sent to local residents asking them to refrain from dumping garden waste and to report any instances they witnessed.

(d) Ricketts Hill Road: The Clerk reported that the terms of the Deed granting rights of access across the verge had been agreed and the counterpart deed was with the resident for signature. It was agreed that the original Deed should be signed on behalf of the Parish Council by the Chairman and Vice-Chairman and by the Clerk. Completion would not take place until the agreed consideration and the counterpart, duly signed, and were in the Clerk's possession.

(e) Pond: Sandy Philibert confirmed that the new signs had been delivered. These would not be erected until the proposed work to the Pond had been completed.

(f) Millennium Wood: Jon Allbutt had nothing to report.

12. Meetings to Attend/Correspondence

(a) Chelsham & Farleigh PC APM: Tuesday 15 April at Farleigh Hall, Farleigh Court Road at 8.00 p.m. The Chairman to attend.

(b) Surrey Hills Society: 16 April – The Chairman was unable to attend.

(c) ESPLG: 17 April at Council Offices Oxted – Chairman to attend.

- (d) Woldingham PC APM: 8 May in Woldingham Village Hall – Vice Chairman to attend.
(c) Surrey Hills Partnership: The Chairman drew attention to a letter from SCAPTC asking for nominations to the Board of the Partnership. No offers were forthcoming.

13. Any Other Business

- (a) Tatsfield School: Greg Watkins reported that a new Deputy Head had been appointed.
The Meeting closed at 10.38 p.m.

Subjects raised in Public Adjournments

1. Hedge alleged to be overgrowing road verge adjacent to Beacons Shaw, Approach Rd.

APPENDIX A PLANNING

RESULTS:-

Approved

08/0080 Grenaun, Parkwood Road

Refused/Withdrawn

08/0068 Woodside, Parkwood Road

Appeals Pending

07/1077 Bassetts, Westmore Green

07/1195 6 Parkside Cottages, Rag Hill Road

CURRENT APPLICATIONS:-

08/0372 The Haven, Kemsley Road Erection of entrance piers and gates to front boundary

Recommendation: Objection lodged on ground of adverse effect on character and appearance of locality and contrary to BE14

08/0430 Toronto House, Paynesfield Road

Demolition of conservatory and greenhouse. Erection of extension to roof of pool house and conversion to residential accommodation with single storey front extension and chimney and erection of triple garage with accommodation over and erection of wall and piers

Recommendation: Objection based on the development being contrary Policies RE1, RE2, RE10 and BE1 of the District

08/0461 Hillview House, Manor Road

Demolition of conservatory, porch and single storey rear extension; erection of 2 storey extension to front with single storey, two storey and first floor extensions to rear; erection of porch.

Recommendation: No objection

08/0533 Del a Cor, Lusted Hall Lane

Erection of single storey extensions to front, rear and North side elevations incorporating accommodation in the roof, roof extension to side elevation and 2 dormer windows to resulting rear roof slope

Recommendation: To be considered by the next Planning Councillor

08/0537 Land Adj, Vine Cottage, Westmore Road

Erection of 3-bed detached house.

Recommendation: To be considered by the next Planning Councillor

MINUTES of the Annual Parish Meeting held on the 6th May 2008 in the Village Hall, Westmore Green,

Westmore Green, Tatsfield commencing at 8.00 p.m.

Present: Mr Ian Mitchell Chairman Tatsfield Parish Council (in the chair)

Mr Jon Allbutt Mrs Carol Jordan

Mrs Eileen Pearce Mrs Sandy Philibert

Mr Greg Watkins Mr Giles Hawkes

Guests: Mr Michael Clayton Chair Tatsfield School Governors

Mrs Carol Gibbard Headteacher Tatsfield School

Kevin Bellinger Headteacher Designate

Rev Catherine Wood Rector

Philip Clark Parish Constable

Bob David Tandridge District Councillor

David Hodge Surrey County Councillor

In Attendance: Mr John Sandiford (Clerk) and 18 parishioners.

1. Welcome

The Chairman welcomed all the guests and all those present.

1. Apologies:

Stephen Altria (Chair Tandridge DC), Stephen Weigel (Chief Executive Tandridge DC), Bob Evans (Director of Environmental Development Tandridge DC), Chelsham & Farleigh Parish Council, Woldingham Parish Council, Limpsfield Parish Council, Tatsfield Short Mat Bowls Club and Andrew Bond.

3. Tatsfield School

The Chairman reported that the L-shaped Field had finally been signed over to Surrey County Council and consequently the role of the Parish Council had now changed from being a vendor of the land to that of the guardian of the interests of the community. It also had a role to play in the creation of the Multi-Use Games Area (MUGA) but this would not be until after the completion of the new School.

Mike Clayton, on behalf of the Governors, thanked the Parish Council members, the District and County Councillors, the Headteacher and her staff for all their work in finalising the negotiations that made the new school possible. He also paid tribute to Carol Gibbard, the Headteacher, who would retire in September and he welcomed Kevin Bellinger as the Headteacher appointed to take her place. He emphasised that the main focus of the School had been and would continue to be the children and their education.

Carol Gibbard also paid tribute to those who had been involved in the negotiations for the new school. She had not realised how much attention to detail was required and was very grateful for the attention that had been given to the whole project. She echoed the comments of Mike Clayton that it was the children and their education that had come first despite all the work that had been required in the negotiations for the new School.

Kevin Bellinger indicated that he was delighted to have been appointed as the new Headteacher and he indicated that the children's education would come first and it was his intention to ensure that the School would be part of the community.

David Hodge indicated that the County Council had ring-fenced the sum of £5.5m for the School and there was nothing to prevent the project going ahead. He believed that building operations would start at the end of May/early June and that the School would be completed in time for the children to move in at Easter 2010.

4. Surrey County Council's Downland Project.

Alex Baxter-Brown gave an illustrated talk on the work undertaken by the Project and how the Project could help the Parish Council with its plans to renovate the pond and the Millennium Wood.

5. Report from Parish Council

The Chairman introduced members of the Parish Council who dealt with specific aspects of the Parish Council's work. He expressed his thanks in particular to the Vice Chairman, Jon Allbutt and the Council's representative school governor, Greg Watkins, for the significant and at times intense amount of work they had undertaken on the school project.

Affordable Housing

Carol Jordan indicated that, following a survey in 2002, the affordable housing scheme in Lusted Hall Lane had been built. Because this was a designated site owned by Tandridge District Council, it was open to all residents of Tandridge and only six out of the 13 units had been given to Tatsfield residents. The Parish Council had recently carried out a new survey and this showed, without doubt, that there was a housing need for accommodation for Tatsfield-related applicants. The report of this survey had been prepared but had yet to be adopted by the Parish Council. Once this had been done, further consultation would take place to try and find a suitable site.

Planning

Eileen Pearce indicated that the Parish Council had prepared a Planning Development Statement that had been distributed to all Tatsfield residents. This Statement indicated the view of the Parish Council in relation to future development in the Parish. It had been sent to the neighbouring Parishes, Tandridge DC and other interested parties. Recently, however, there had been significant changes to national planning policy and consequently consideration would have to be given to the Statement to fit in with the new planning practices.

Parish Council Property

Giles Hawkes indicated that he was responsible for keeping an eye on the Parish Council property and, in particular, the Surgery/Parish Room and the Village Hall. He had also arranged for a suitable sign to be erected at the Rickets Hill Road junction with Paynesfield advising traffic that there was no access to the Village centre. Previously, large vehicles had endeavoured to use the unmade portion of Paynesfield Road to obtain access to the village. The new sign appeared to have reduced this considerably.

Highways

Sandy Philibert reported that she had established a good relationship with Surrey Highways that had resulted in necessary repairs being carried much more quickly than previously. She thanked David Hodge for his assistance. She was disappointed that consideration of a new road layout for the Village centre had not been finalised but she was applying pressure and hoped that progress would now be made.

Clerk

The Chairman expressed the thanks of the Parish Council to the Clerk for his work throughout the year.

General

The Chairman reported that the Parish Council would be giving attention to the improvement of the local bus link with Oxted and to the possibility of providing allotments.

Questions

Matters raised included the possibility of stronger support by the Council with the Vern d'Anjou Association, better acoustics for the Village Hall, local bus requirements, affordable housing and the Council's website.

6(a) Report from County Councillor David Hodge

The Chairman drew the attention of the meeting to the fact that David Hodge would be chairing the County Council's Transport Select Committee.

David Hodge indicated that he felt that there had been substantial improvement in relations between the County and Parish Council representatives in dealing with highway matters and flooding problems. He hoped that this co-operation would continue to improve. He was aware of the delay that had occurred with the Village Centre plans and he intended to ensure that this scheme went on the list for consideration by the Tandridge Local Committee. He indicated that the County would be giving consideration to the provision of local bus services to ensure that the services were what local people required and to ensure that value for money was being obtained. To do this, the County needed to ask what the need was and how best to meet

that need. Through the Local Committee, he had obtained grants for the Tatsfield WI, Tatsfield in Bloom and Tatsfield Scouts.

6(b) Report from District Councillor Bob David

Bob David drew attention to the following matters that he considered were of importance to the village:

1. Tatsfield School: The School was very important to the village and he was glad that the negotiations had been concluded satisfactorily.
2. Post Office: He was delighted that the Tatsfield Post Office was not on the closure list following the latest review. He urged everyone to use the Post Office as much as possible now and in the future because there would inevitably be another review at some time.
3. Tandridge Core Strategy: He drew attention to the importance of the review of Tandridge Council's draft Strategy that was at present under review. He very much hoped that the Inspector would accept the draft but it was possible that it would be rejected because it did not accord with Government policy.
4. Affordable Housing: He was very pleased that the Parish Council supported the provision of affordable housing for Tatsfield residents.
5. Recycling; He was anxious to see the extension of recycling collections to Tatsfield.

Questions: Matters raised included the size of the sign for the Recycling Centre and the funding of local bus services.

7. Tatsfield Community Responders

1 Phil Clark said that the Responders had attended 87 calls during the last year and indicated that there was no doubt that the Responders were essential if the Ambulance Service was to meet its target of attending 75% of calls within 8 minutes. The merger of Kent, Sussex and Surrey Ambulance Services into one service – South East Coast – was still posing problems. He was very grateful to the Parish Council for its continued financial support.

1 The Chairman expressed the thanks of the community to the Responders for the voluntary service.

8. Tatsfield Youth Project

Jon Allbut reported that the Project was very active and was currently in discussion with Surrey Youth Clubs. He was looking forward to the development of the MUGA adjacent to the School and he appealed for volunteers to assist with the Project.

Questions: The only matter raised concerned the possibility of the MUGA being floodlit.

The meeting closed at 10.00 p.m.

MINUTES of a Meeting of Tatsfield Parish Council held on the 12th May 2008 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.

Present: Mr Ian Mitchell (in the chair) Mr Jon Allbutt Mrs Carol Jordan Mrs Eileen Pearce Mrs Sandy Philibert Mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk), Mr Bob David (Tandridge DC Councillor)

And 2 parishioners.

1(a) Apologies Mr Giles Hawkes and Mr David Hodge (Surrey CC Councillor)

(b) Declarations of Interest: None

2. Election of Chairman and Vice-Chairman

The Chairman asked for nominations for the position of Chairman. The only nomination was that of Ian Mitchell proposed by Eileen Pearce and seconded by Sandy Philibert. As there was no other nomination, Ian Mitchell declared himself re-elected and thanked members for their vote of confidence in him. He then signed the appropriate Declaration of Office.

The Chairman asked for nominations for the position of Vice-Chairman. The only nomination was Jon Allbutt proposed by Carol Jordan and seconded Sandy Philibert. As there was no other nomination the Chairman declared Jon Allbutt duly re-elected as Vice-Chairman.

3. Minutes

The Minutes of the meeting held on the 14th April 2008 were approved and signed as a correct record.

4. Matters Arising:

- (a) Tatsfield School: The Chairman indicated that it was understood that it was hoped that building would start at the end of the month and that completion would be by Easter 2010.
- (b) Affordable Housing Project: Carol Jordan reported that the draft Housing Enabler's Report had been received and copies circulated to all members. She had arranged a meeting with Mona Johansson for the 2nd June in the Parish Room at 7.30 p.m. It was agreed that, following this meeting, a group would be formed to take the matter forward.
- (c) Broadband Service: The Chairman reported that he was still awaiting a satisfactory reply and he had written to BT again.
- (d) Fencing of Parish Land: Jon Allbutt reported that Kevin Agate would carry out the fencing of the Shaw Road Triangle by mid-June or before. It was agreed that Jon Allbutt would arrange to obtain an estimate for the fencing of that part of the boundary of Kemsley Wood that was in need of attention. When that was to hand, it would be possible to assess whether other estimates were necessary.

5. Appointment of Committees, Council Representatives and Delegation of Responsibilities

It was agreed that the existing appointments should continue for another year subject to certain additions as shown in the list attached.

6. Planning Matters

- (a) Current Applications: The Chairman reported on the current applications and the action agreed was as listed in Appendix A.
- (b) Tandridge Core Strategy: Bob David reported that the debate about specific sites had been re-opened to some extent as the Inspector had indicated that he would accept submissions up to the 5th June. As far as was known, the Inspector's view was still that he would not deal with specific sites and would only deal with the Core Strategy in broad principle. The Strategy drafted by Tandridge sought to establish that the Metropolitan Green Belt should be preserved and he asked the Parish Council to make a submission supporting that principle. After discussion, this was agreed.
- (c) Old Ship Recycling Point: Cllr Bob David had nothing further to report. He agreed that he would seek clarification as to whether the sign at the site should have been the subject of a planning application.
- (d) Next month's planning Councillor: Eileen Pearce.

17. Finance

- (a) Audit: The Clerk reported that the Audit would take place on 1st August 2008 and this meant that the approval of the accounts would have had to be formalised at the July meeting at the latest. The Clerk confirmed that he had already finalised the accounts and would be arranging for the Internal Auditor to carry out his audit
- (b) Parish Room: The Clerk reported that the TalkTalk telephone connection had now been effected and he had also received invoices for the purchase of the computer equipment details of which appeared in Appendix B.
- (c) Insurance: The Clerk reported that an alternative quotation had been obtained for the insurance risks from Norwich Union at a premium of £2903.23 (a 15% reduction on the quoted Allianz premium) with a further reduction to £2758.07 if the Council committed itself to a 3-year binding agreement. The cover offered by Norwich Union had been compared and it was at least as good as and in several areas better than that offered by Allianz. It was agreed that the insurance should be placed with Norwich on a 3 year binding agreement.
- (d) Surrey Hills Society: The Clerk indicated that the Surrey Hills Society had now been formed and it was inviting the Parish Council to become a founder member by making a one-off donation together with the first annual subscription of £15. As a member, the Parish Council would receive a Membership Pack, a regular newsletter and invitations to walks, talks and other events. After discussion, it was agreed that a donation of £50 would be made in addition to the subscription of £15.
- (d) Payments: The payments listed in Appendix B were approved.

18. Highways & Rights of Way

- (a) General Highway Matters: Sandy Philibert had circulated a detailed report to all members that covered the following matters:

- (1) Village Centre Road Scheme: Detailed drawings had still not been produced and the matter was being chased. Discussion took place with regard to 20 m.p.h. speed limit that was to be brought in. It was felt that there was likely to be difficulty in enforcing this limit and that steps should be taken to include within the Road Scheme provisions that would help ensure that the limit would be observed as much as was possible.
- (2) Potholes: There were still potholes to be repaired despite the fact that work orders had been raised with the Contractor in January
- (3) Ricketts Hill Road: She had had a meeting with Tony Erbes and Steve Cunnah (SCC Engineer) on 15 April about the state of the road and Steve Cunnah had arranged for the gullies to be cleared.
- (4) Miscellaneous: She reported that certain drains and other minor work had been carried out.
- (b) Permissive extension of FP23 – Church Hill: Bob David reported that he had met the landowner who had agreed to consider the matter. He would ensure that the matter was followed up.
- (c) FP25 The Avenue to Clarks Lane: It was noted that this footpath was virtually impassable due to overgrowing vegetation. It appeared that the decision as to whether it should be upgraded to a bridleway was not a high priority. At present, it was merely a permissive horse ride and it was unlikely that any decision would be made for some time.

9. Notified Matters

(a) Old Lane Drainage; The following was the position on matters previously raised by the Residents Committee

- (1) Future maintenance: Jon Allbutt was arranging for a new quotation from Chris Lehan to cover the clearing of the ditch and the cutting back of trees. .
- (2) The location of a BT pipe crossing the ditch: Jon Allbutt indicated despite several efforts to speak to the person in charge of the matter, he had failed to establish contact because the previous staff had changed positions and were no longer able to deal with the matter. It was agreed that the Clerk should write to BT Head Office seeking immediate action.
- (b) Annual Parish Meeting: The minutes of this meeting had been circulated to all members and were agreed as a correct record of the meeting. It was felt that the meeting had been successful but the attendance was disappointing. It was noted that there had been a request for the sound system to be used and it was hoped that the intended improvement of the acoustics would remedy this problem.

9. Reports from Members and Outside Organisations

- (a) County Councillor: In the absence of David Hodge, there was no report.
- (b) District Councillor: Bob David reported on the following matters: -
 - (1) Highway Signs: He asked if the resident who had offered to produce signs could be contacted and advised whether any signs were needed. Greg Watkins said he would deal with the matter. .
 - (b) Police: He drew attention to the fact that police personnel serving Tatsfield and Warlingham had one vehicle at their disposal. He felt that this was totally inadequate, particularly in view of the distances that had to be travelled. The Chairman indicated that he would raise the matter with the Police.
 - (c) Speedwatch: He enquired about the training of local residents by the Police, as there were a number of volunteers willing to take part. The Chairman indicated that he himself was one of the volunteers and had been waiting to hear about training for some time. He agreed to raise this matter also with the Police.
- 1(c) Tatsfield Youth Project: Jon Allbutt indicated that there was difficulty making proper contact with the organisers of Surrey Clubs for Young People but efforts to discuss matters with them would continue. It was hoped to have a stall at either the Scouts or School Fete.
- 1(d) Tatsfield Community Responders: Jon Allbutt reported that the Responders had been busy over recent weeks. Their new mobile phones had now arrived but they did not work properly.
- (e) Biggin Hill Airport: The Chairman indicated that he had attended the recent meeting. Whilst the full report on the recent air crash was still awaited, there had been no reaction at the meeting from representatives of residents' associations despite coverage of their reported comments in the local press.
- (f) ESPLG: The Chairman indicated that he had attended a recent meeting and the Group was still discussing its future arrangements. There would be a further meeting in November.
- (g) Village Hall Sandy Philibert had circulated a report dealing with the following matters: -
 - (1) The Risk Assessment was nearly complete.
 - (2) Electrical and PAT testing had been completed.
 - (3) Funding for the acoustic improvements was virtually complete.

(4) Certain building repairs had been noted and details passed to the Parish Council.

(5) Forthcoming events included a Quiz Night, Barn Dance and Children's Xmas Party.

The Clerk indicated that the Hall Committee had had a security survey carried out by the Police and this recommended that the following matters should be addressed: -

1. Front gates to be locked at night or when premises not in use and new heavy duty padlocks fitted.
2. Lead that had been removed to be replaced by bitumenised plastic material.
3. Chain link fence to be replaced by Close boarded fence.
4. CCTV camera to be re-sited to point at the carpark and consideration given to a live system that records to a hard drive

After discussion, it was agreed that the first recommendation was not practical, the second had been adopted already, the third would be dealt with in conjunction with the works to be carried out by SCC and the repositioning of the CCTV camera would be dealt at the same time as the PIR lights.

(h) Tatsfield School: Greg Watkins indicated that Louise Bainbridge had been appointed as Deputy Headteacher.

10. Parish Council Property

1(a) Surgery & Parish Room:

(1) Broadband Connection: in the absence of Giles Hawkes, the Clerk reported that the transfer from BT to TalkTalk was now complete. The computer and other equipment, as previously noted, had been ordered and delivery would be in the next two weeks after which it would be set up.

(2) Lead Flashing: in the absence of Giles Hawkes, the Clerk reported that a quotation was being obtained.

1(3) Salting of Carpark: In the absence of Giles Hawkes, there was no report

11. Parish Owned Land

(a) Westmore Green

1(1) Playground: Jon Allbutt indicated that he was in touch with the interested parties and he was encouraging them to submit a response to the review of playgrounds being carried out by Tandridge DC. He suggested that as many people as possible should respond.

(2) Westmore Green Notice Board: There was no report in the absence of Giles Hawkes.

1(c) Parish Land:

1(1) Shaw Road Triangle: As indicated, it was hoped that this fencing would be erected in the next month.

(2) Kemsley Wood: It was agreed that a letter should be sent to adjoining owners to indicating that the Parish Council had arranged to renew the boundary fence.

(3) Tatsfield Green: The Clerk indicated that he had written to the Bridleways Association who had replied indicating that all their members had been reminded at a meeting the previous week that horse riding on the Greens was not permitted.

(d) Ricketts Hill Road: The Clerk reported that this grant of a right of access had been completed.

(e) Pond: Jon Allbutt reported that the Surrey Downloads Project would be carrying out a survey later in the month. This would recommend the treatment that was necessary to deal with noxious weeds that had invaded the Pond. It was likely that the necessary work would have to be carried out in late summer.

(f) Handyman: The Clerk was requested to write to Mike Lambert making clear that that he was not an employee of the Parish Council and that the Parish Council was entering into a contract for his services as an independent contractor.

12. Meetings to Attend/Correspondence-

(a) Code of Conduct: The Clerk drew the attention of members to the need to submit details of any changes in the details that they had previously disclosed under the Code.

(b) Chalkpit Lane Quarry: Jon Allbutt indicated that he had attended the recent Tandridge Local Committee meeting when this matter had been discussed. The outcome of the meeting, as far he could understand, was that the meeting did not accept the Officer's report (that the one-way proposal for Chalkpit Lane was not acceptable) and approved an amendment that provided for a one-way proposal for Chalkpit Lane. However it seemed that both the report and the amended proposal would go forward to the June meeting of the Committee. It was agreed that a letter should be sent to the Committee indicating that the Parish Council was strongly against the proposal to make Chalkpit lane one way.

(c) Woldingham PC APM: Jon Allbutt reported that he had attended this meeting and it seemed that, apart from one member, all were newly elected. There had not been any discussion about Oxted Quarry but there

had been discussion about Biggin Hill Airport and the safety concerns arising from the recent crash.

(d) Chelsham & Farleigh PC APM: Ian Mitchell said that he had attended this meeting but there was nothing of significance to report.

13. Any Other Business -

(a) Tatsfield School: It was agreed that the Clerk should request either the original or photostat copies of the contract documents recently signed in this matter. The Clerk was also asked to clarify certain matters concerning the ability of the Parish Council to enforce the matters contained in those documents.

The Meeting closed at 10.27 p.m.

Subjects raised in Public Adjournments

1. Hedge overgrowing road verge adjacent to Beacons Shaw, Approach Road

MINUTES of a Meeting of Tatsfield Parish Council held on the 9 June 2008 in the Parish Room, Westmore G commencing at 7.30 p.m.

Present: Mr Ian Mitchell (in the chair)

Mr Giles Hawkes Mrs Carol Jordan Mrs Eileen Pearce Mrs Sandy Philibert mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk),

Mr Bob David (Tandridge DC Councillor)

And 3 parishioners.

Before the formal start of the meeting, the Chairman paid tribute to the late Mrs Aileen McHugo, who had died three weeks previously. She had been a Parish Councillor from 1976 until 1991 and had continued to serve as Chairman of the Village Hall Management Committee until 1999. He pointed out that it was her initiative in the early 1980s that had led to the acquisition of the land and the building on it of the Surgery and Parish Room. This was just one of her lasting legacies to the local community.

1. (a) Apologies Mr Jon Allbutt and Mr David Hodge (Surrey CC Councillor)

(b) Declarations of Interest: None

(c) Fire Hydrants The Chairman drew attention to the fact that, during routine inspections of fire hydrants in the parish, Surrey Fire & Rescue had discovered that at least one hydrant in an unmade road had become buried apparently as a result of remedial work to the road. This meant that in an emergency there would be delays finding alternative sources of mains water. He urged everyone living on an unmade road – for their own safety - to note the location of the nearest hydrant and to check from time to time that it had not been interfered with.

2. Minutes

The minutes of the meeting held on the 12 May 2008 were approved and signed as a correct record.

3. Matters Arising:

(a) Tatsfield School: The Chairman reported that the first Site Progress Meeting had been held on Tuesday 3 May. At this meeting the Project Manager had indicated that building would start on 14 July. Work on the car park was unlikely to start before February 2010. It was agreed that the Clerk should write to the doctors and to the Hall Committee informing them of the position. He also reported that there had been an informal meeting with the Chair of the School Governors with the object of ensuring that the School and the Governors were kept informed of developments as building progressed.

(b) Affordable Housing Project: It was agreed that the draft report prepared by Mona Johannson was approved subject to some small amendments to wording. Carol Jordan agreed to notify Mona Johannson accordingly. The report would then be published with copies being sent to the Parish Council, the District Council and other interested parties. She indicated that the next step was for the Parish Council to draw up a list of possible sites and she urged members to give this matter some thought and put forward possible sites so that these could be considered in greater detail before they were put forward to the District for comment.

(c) Handyman: The Clerk reported that he had exchanged letters with Michael Lambert indicating that he was not an employee of the Parish Council, but contracted his services to the Council on an occasional basis.

(d) Broadband: The Chairman indicated that he had received a further unsatisfactory reply from BT and had therefore written again.

(e) Highway Signs: Greg Watkins said he had not yet been able to speak to the resident who had offered help with the production of signs.

4. Planning Matters

(a) Current Applications: Eileen Pearce reported on the current applications and the action agreed was as listed in Appendix A.

(b) Tandridge Core Strategy: The Chairman reported that he had circulated to members a copy of his letter to the Inspector indicating that the Parish Council supported Tandridge DC's planning policies as expressed in the Core Strategy.

(c) Old Ship Recycling Point: Cllr Bob David reported that he had made enquiries and it appeared that the sign did not require planning permission.

(d) Planning Responses: The Chairman reported that Felbridge Parish Council had noticed that, in some applications where highway issues arose, the response by Surrey Highways was made either before or at the same time as the response by the Parish Council. This meant that Surrey Highways were not aware of any concerns expressed by the Parish Council. Felbridge had drawn the matter to the attention of Tandridge DC. It was agreed to await the terms of the response from Tandridge DC before taking any action.

(e) Surrey Hills Board: The Chairman indicated the Board was seeking support for the future review of the AONB boundary to cover the possibility of extension into AGLV land. After discussion, it was agreed that this should be supported and the Clerk was instructed to write accordingly.

(f) Next month's planning Councillor: Greg Watkins.

15. Finance

(a) Audit: The Clerk reported that the Internal Audit would take place on 13th June. Draft accounts had been given to all members to consider prior to the approval of the accounts at the next meeting and it was agreed that the Finance Committee would meet on Monday 30 June to consider the draft accounts and make a recommendation to the next Parish Council meeting.

(b) Telephone: The Clerk reported that the TalkTalk telephone account (through Carphone Warehouse) was paid by direct debit. The first direct debit had been made on 7 May and details were shown in Appendix B.

(c) Payments: The payments listed in Appendix B were approved.

(d) Computer: It was noted that the computer and screen were now in operation. The Chairman indicated that Microsoft Office software was required and it was agreed that a sum up to £250 should be spent on its purchase.

16. Highways & Rights of Way

(a) General Highway Matters: Sandy Philibert had circulated a detailed report to all members that covered the following matters:

(1) Village Centre Road Scheme: The need for the Scheme to be put before the Local Transportation Committee was being questioned.

(2) Potholes: These were being chased up

(3) Ricketts Hill Road: Whilst some work had been carried out, the state of the carriageway was still the cause of great concern.

(4) Miscellaneous: She reported that order for work to drains in Approach Road had been given and some work to clear weeds on pathways between the village centre and the School had been carried out.

(5) Approach Road: It was noted that the frontager had agreed to have the boundary hedge cut back so that it did not overgrow the verge.

(b) Permissive extension of FP23 – Church Hill: Bob David reported that he heard nothing from the landowner. He had the matter under review and would chase the matter when appropriate.

(c) Ricketts Hill Road (Footpath): In the absence of Jon Allbutt, there was no report.

(d) LORD (Lorries off Rural Roads): Carol Jordan had circulated a report that indicated that it was important that members of the public should report incidents involving HGVs.

7. Notified Matters

Speedwatch: The Chairman indicated that he had been given to understand that the reason for lack of progress in this matter was because Surrey Police said that they were awaiting a response from the Parish Council whereas he believed that the previous Parish Council had endorsed the scheme and were waiting for the Police to arrange training for the volunteers. A wide-ranging discussion ensued from which it appeared that members held widely divergent views. It was therefore agreed that contact should be made with Woldingham PC who were already operating the scheme to ascertain their views with particular reference to the scheme's effectiveness and its effect on relationships between the volunteers operating the scheme and local drivers who were reported for speeding.

8. Reports from Members and Outside Organisations

(a) County Councillor: In the absence of David Hodge, there was no report.

(b) District Councillor: Bob David reported on the following matters: -

(1) Core Strategy Review: He reported that Tandridge had received a large number of letters, the majority of which supported the Core Strategy as prepared by Tandridge.

(2) Post Office: He repeated his previous plea to residents to use the local post office at every possible opportunity because he was sure that there would be a further reduction of post offices in the not so distant future.

(c) Biggin Hill Airport: The Chairman reported that the preliminary report into the recent crash at Biggin Hill had now been published. This indicated that no cause had as yet been found.

(d) Police: The Chairman reported that the acting Chief Constable had taken the national lead in advocating "common sense policing" – officers using their discretion in dealing with incidents rather than 'ticking boxes' - and he was sure that this was welcome news to many people. It remained to be seen whether this resulted in a more visible police presence in Tatsfield.

1(e) Transport Matters: Greg Watkins indicated that he would be attending a public meeting in the Parish Room being held on 16 June to discuss a possible scheme involving a rota of local residents collecting young people from Oxted after normal public transport had finished operating. He had certain reservations but intended attending the meeting and would report back. It was agreed that no charge would be made for the use of the Parish Room for this meeting.

1(f) Tatsfield Youth Project: In the absence of Jon Allbutt, there was no report.

1(g) Tatsfield Community Responders: In the absence of Jon Allbutt, Philip Clark reported that everything was going reasonably well although difficulties were still being experienced with the new communications system.

(h) Parish Emergency Plan: In the absence of Jon Allbutt, there was no report.

(i) Risk Assessment: Nothing to report.

(j) Village Hall Sandy Philibert had circulated a report dealing with the following matters: -

(1) The Risk Assessment was nearly complete.

(2) The acoustic improvements were likely to be carried out in the summer holidays.

(3) Certain building repairs had been noted and details passed to the Parish Council.

(4) Forthcoming events included a Quiz Night, a Male Voice Choir Concert, Barn Dance and Children's Xmas Party.

(5) Despite a report at the previous Parish Council meeting that the stolen lead had been replaced, she indicated that this was not the case. Giles Hawkes indicated that he had arranged for this to be done.

19. Parish Council Property

1(a) Surgery & Parish Room:

(1) IT installation: As previously noted, the laptop computer and screen were now fully installed and the new software would be installed as possible.

1(2) Salting of Carpark: It was agreed that, until the school works had been completed, the purchase of a shed to store equipment and salt would be left in abeyance but a small supply of salt and a spreader would be purchased. Carol Jordan agreed to see if this could be stored in the Hall.

1(3) General Repairs: Giles Hawkes reported that he had obtained an estimate for the investigation and repair of leaks to the roof and of the outside light and adjustment of the CCTV camera in the sum of £400 + VAT. It was agreed that this work should proceed.

1

10. Parish Owned Land

1(a) Westmore Green

1(1) Playground: In the absence of Jon Allbutt, there was no report.

(2) Westmore Green Notice Board: This remained outstanding and Giles Hawkes agreed to chase the matter up.

1(b) Shaw Triangle and Kemsley Wood: In the absence of Jon Allbutt, there was no report. The Clerk indicated that he needed more information before being able to write to adjoining occupiers

(c) Old Lane

(1) Ditch: In the absence of Jon Allbutt, there was no report.

(2) BT Pipe: It was understood that a meeting with the Contractor and BT had been arranged for 20 June.

(d) Land corner of ShipHill/Maesmaur Road: It was agreed that an attempt should be made to obtain a possessory title for this land. It was also agreed that certain building materials appear to have been dumped on this land and it was agreed that notice should be given to the adjoining owner that it would be removed.

(e) Pond: In the absence of Jon Allbutt, there was no report.

(f) Millennium Wood: In the absence of Jon Allbutt, there was no report.

(g) Tatsfield Green: A request had been received from a resident of Ricketts Hill Road who accesses her home across Tatsfield Green to be allowed to resurface the access. This was agreed. The resident also had

concerns about the state of a tree on Tatsfield Green outside her house. Jon Allbutt would be asked to investigate and report to the next meeting.

11. Meetings to Attend/Correspondence-

(a) Surrey Voluntary & Community Conference: 20 June 2008 at Holloway College.

12. Any Other Business - None

The Meeting closed at 9.38 p.m.

Subjects raised in Public Adjournments

1. Ricketts Hill Notice Board – removal of vegetation

2. Vern Sign and salt bin at the junction of Ricketts Hill Road and Lusted Hall Lane vandalised.

APPENDIX A PLANNING

RESULTS:-

Approved

08/372 The Haven, Kemsley Road

Refused/Withdrawn

08/430 Toronto House, Paynesfield Road

08/0461 Hillview House, Manor Road

Appeals Pending

07/1077 Bassetts, Westmore Green

07/1195 6 Parkside Cottages, Rag Hill Road

08/0068 Woodside, Parkwood Road

CURRENT APPLICATIONS:-

08/0668 Grenville, Old Lane

Demolition of rear projection; erection of single storey extension

Recommendation: No objection

08/633 Furze Corner, Approach Road

Erection of Tree House

Recommendation: No objection

08/0672 2 Flowerdale, Manor Road

Erection of 2-storey side extension with integral garage/store

Recommendation: No objection unless the percentage increase is greater than would normally be approved

08/0629 Dell Cottage, Goatsfield Road

Extension to roof with two new front and rear dormers.

Recommendation: No objection

08/0831 11 Shipfield Close

Crown reduce 1 Oak Tree by 33%

Recommendation: No objection

MINUTES of a Meeting of Tatsfield Parish Council held on the 14 July 2008 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.

Present: Mr Ian Mitchell (in the chair) Mr Jon Allbutt Mr Giles Hawkes Mrs Carol Jordan Mrs Eileen Pearce Mrs Sandy Philibert Mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk), Mr Bob David (Tandridge DC Councillor) Mr David Hodge (Surrey CC Councillor)

And 3 parishioners.

1. (a) Apologies: None

(b) Declarations of Interest: None

2. Minutes

The minutes of the meeting held on the 9 June 2008 were approved and signed as a correct record.

3. Matters Arising:

(a) Broadband service: The Chairman indicated that he would continue to try to get a positive response from BT. Reception in the village seemed to be patchy.

(b) Ricketts Hill / Tatsfield Green footpath: Jon Allbutt explained that there was evidence that, because of the danger from traffic, pedestrians walking along the upper part of Ricketts Hill Road had trodden a path on the Green. The proposal was to formalise the path by providing a good walking surface that was free draining and with a minimal adverse impact on the Green. Three preliminary estimates had been obtained ranging from £6,350 to £22,800. They were, however, based on different specifications and so the firms that had quoted would be asked to re-quote based on a standard specification.

Jon Allbutt drew attention to the help he had received from Alan Cameron. It was unanimously agreed that, in principle, the proposal to build a footpath across Tatsfield as outlined by Jon Allbutt should be accepted. It was further agreed that

(a) Jon Allbutt, Sandy Philibert and Alan Cameron should form a Steering Group to oversee the project:

(b) that this Group would prepare a specification and obtain comparative quotations based on that specification;

(c) that these quotations would be submitted to the Parish Council for consideration with a recommendation as to which quotation should be accepted;

(d) that every effort should be made to complete the project by 31 December 2008.

Alan Cameron indicated that he was willing to make a substantial donation to the project if it was completed by 31 December 2008. The Chairman expressed the thanks of the Parish Council and of the community to Alan Cameron for his generous offer.

(c) Public Transport: Greg Watkins reported that he had attended a meeting of local residents to consider whether it was possible to organise an informal taxi service to ferry youngsters to and from Oxted in the evenings. It had generally been agreed that this would not be possible due to the difficulty of complying with insurance requirements.

(d) Affordable Housing: Carol Jordan indicated that the report had now been published and copies distributed. An inspection of possible sites had been arranged for the end of the month and she urged members to put forward possible sites for consideration.

4. Tatsfield School

The Chairman was pleased to report that the contractors had started work and regular monthly progress meetings would take place from August onwards. Surrey CC Audit Department was carrying out review of the way the School project had been managed to date and he had been interviewed along with the District Councillor. He understood that a report would be submitted to the SCC Executive. David Hodge indicated that he understood that officers were requesting more money for the project.

1 Greg Watkins indicated that he was confident that liaison with the School Governors would be maintained despite the difficulties at present due to a change of Chairman of Governors.

5. Planning Matters

(a) Current Applications: Greg Watkins reported on the current applications and the action agreed was as

listed in Appendix A.

(b) Church Farm: The Chairman reported that a proposed applicant for planning consent for wind turbines had asked if the Parish Council could support his application. It was agreed that this was not possible in accordance with the Code of Conduct and the Clerk was asked to reply accordingly.

(c) Planning Procedures: It was noted that it was good practice to send to Surrey Highways direct a copy of any representations concerning highway matters made to Tandridge DC in relation to a planning application.

(d) Tatsfield Green: Enquiries had been made as to whether planning consent was required and it appeared that it was not needed as it was work ancillary to the maintenance of the Green.

Next month's planning Councillor: Jon Allbutt

6. Finance

(a) Approval of Accounts and Annual Return: The Clerk reported that the Finance Committee had considered and recommended approval of the Annual Accounts for the year ending 31 March 2008 and of the Annual Report, copies of which had been circulated to all members. It was unanimously agreed that the Annual Accounts and the Annual Return be approved and signed by the Chairman.

(b) Review of Internal Auditor Duties: The Clerk reported that the Finance Committee had considered this matter and had reviewed the Statement of Assurance setting out the scope of the present internal audit in the light of advice produced by the Audit Commission. The Committee's recommendation was that the scope of the internal audit was satisfactory and that there was no need to revise the Statement of Assurance. It was unanimously agreed that this recommendation should be accepted.

(c) Internal Audit Report 2007-08: The Clerk had circulated copies of the report to all members and indicated that this report had been considered by the Finance Committee. Dealing with the points raised:-

1. Bank reconciliation: The Committee had agreed that Greg Watkins would deal with this.
2. Edward VII Memorial Garden: The Clerk had written to the Charity Commission asking if the Charity could be wound up in order to avoid needless paperwork.
3. The Committee had agreed with the Clerk that his present contract did not need updating. The Clerk was to write to the cleaner clarifying that she was paid under a contract for services and not as an employee.
4. Insurance: The Clerk confirmed that he had obtained written confirmation that the risks of Hirer's Liability and Libel & Slander were covered by the Policy.
5. Fidelity Guarantee: The Internal Auditor's comments had been noted and the cover would be increased as necessary.

6 & 7 The Risk Assessment; this would be reviewed by Jon Allbutt and the issues would be notated as required.

8. Reserves: The notes by way of explanation would be appended to the Return.

(d) Purchase of Equipment: The Chairman indicated he had purchased a printer for use with the laptop computer together with other necessary incidentals at a cost of £70.87. This action was approved. It was also agreed that an A-frame display board should be purchased at a cost not exceeding £100.

(e) Payments: The payments listed in Appendix B were approved.

17. Highways & Rights of Way

(a) General Highway Matters: Sandy Philibert had circulated a detailed report to all members that covered a number of matters including:

(1) Village Centre Road Scheme: a timetable had now been produced under which the work would be started before the end of the financial year.

(2) Potholes: Constant monitoring being undertaken:

(3) Ricketts Hill Road: vandalism to sign and salt bin dealt with.

(b) Permissive extension of FP23 – Church Hill: Bob David reported that the matter was still outstanding and he would take the further in due course.

(c) Highway signs: Greg Watkins indicated that he had expressed the Council's appreciation to the resident who offered to provide signs.

8. Notified Matters

(a) Speedwatch: The Chairman outlined the result of the discussions he had had with Woldingham PC as to what is involved in this matter. A general discussion followed at the end of which it was clear that a majority of members were opposed to participation in the scheme.

9. Reports from Members and Outside Organisations

(a) County Councillor: David Hodge reported on the following matters:-

(1) Potholes: He had asked for the system of classification of potholes to be reviewed, as he was not satisfied that the present classification was effective.

(2) Highway Funding: He reported that money had been allotted and he was hopeful that some of this would be spent on repairs to Ricketts Hill Road.

(b) District Councillor: Bob David reported on the following matters: -

(1) Core Strategy: He reported that the Inspector had now concluded his public hearing and it was hoped that his draft report would be available by the end of September.

1(c) Biggin Hill Airport: The Chairman reported that the next meeting of the Consultative Committee would take place on 17 July.

1(d) Tatsfield Youth Project: Jon Allbutt reported that the Chairman, Catherine Wood, was leaving the village and this accentuated the need for fresh volunteers to assist. There was likely to be a meeting to consider whether the Project should be wound up. He hoped very much that this would not be the case.

(e) Tatsfield Community Responders: The Responders had been busy with calls to both Tatsfield and Biggin Hill. Problems were still being experienced with the communications system.

(j) Village Hall Sandy Philibert had circulated a report dealing with the following matters:

(1) Forthcoming fundraising events would include the Snowdon Male Voice Choir, a Barn Dance and a Children's Christmas Party.

(2) Hall Building repairs.

(3) The provision of a salt bin,

10. Parish Council Property and Land

(a) Surgery & Parish Room: Giles Hawkes indicated that all outstanding matters would be dealt with on the 21 July.

(b) Westmore Green: It was agreed that the notice board should be repaired at a cost not exceeding £200.

(c) Westmore Green Playground: Jon Allbutt reported that he was still in contact with parents who were unable to agree a date for a meeting. He would be continuing his efforts to meet them.

(d) Village Pond: Jon Allbutt reported that he had received a preliminary estimate for the renovation of the Pond. He had also been provided with a list of sources of grants and would be investigating these. The timetable for the work was: -

August/September – pumping out water from the Pond and treatment of invasive weeds after all wildlife had been removed.

6th October – commencement of work to clear Pond, re-line and refill it.

From completion of work till March –replant the margins of the Pond in accordance with the recommendations of the Downlands Project.

(e) Millennium Wood: Following a recent site meeting, the Downlands Project would be carrying out a survey of the Wood. Following that, there would be a further meeting to agree a programme of work, costings and sources of grants. It was his intention to hold a meeting with residents early in September. The first stage would be dealing with the larger trees and the second stage would include the clearance of unwanted vegetation and, possibly, the planting of coppice species around the margins. He had discovered some Japanese Knotweed in the wood and would have to be killed using herbicides and he would deal with this personally.

(f) Old Lane: Jon Allbutt reported that he had a meeting with BT and the Contractor to discuss the problem caused by the cable crossing the ditch. The outcome of the meeting was that the Contractor would report back to BT and would then inform of the outcome. He had also arranged for two estimates to be submitted in respect of the work to the ditch and overhanging trees.

(g) Shaw Road Triangle: This had now been fenced and the account was awaited.

(h) Kemsley Wood: The letters to adjoining residents had yet to be sent.

(i) Tatsfield Green: Jon Allbutt reported that he had spoken to the resident about the tree she had asked permission to fell. He had had the tree inspected and it appeared to be healthy but a climbing inspection was required and he had arranged for this to be done.

(j) Access to Bassetts:

The Clerk reported that he had received a request from Asprey Homes who wished to be granted an option (to be exercised within a 2-year period) for the grant of a right of access to and from Approach Road

over the strip of common land fronting Bassetts. It was unanimously agreed that the matter should be referred to the Solicitors acting for the Parish Council to advise on the matter.

11. Meetings to Attend/Correspondence: None

12. Any Other Business - None

(a) Wildlife Sign: Sandy Philibert asked whether it would be appropriate to arrange for the Wildlife sign to be removed. It was agreed that this would be discussed at the next meeting.

The Meeting closed at 10.50 p.m.

Subjects raised in Public Adjournments

1. Parish Council involvement with the Vern d'Anjou Association.

PLANNING

RESULTS:-

REFUSED

08/0533 Del A Cor, Lusted Hall Lane
080668 Grenville, Old Lane

Appeals Pending

07/1195 6 Parkside Cottages, Rag Hill Road

08/0068 Woodside, Parkwood Road

CURRENT APPLICATIONS:-

08/0877 2 Park Farm Cottages, Rag Hill Road

Demolition of single storey extension and porch; erection of two storey side extension and porch

Recommendation: Objection to be lodged on grounds of unneighbourly development by reason of bulk

08/0067 Land at Moorhouse Sandpit, Westerham Road (County Determination)

He importation of washed sugar beet soil, inert soil and compost to blend with indigenous sand for open storage and export off site

Recommendation: Objection to be lodged based on environmental impact of development and increased HGV traffic.

08/0875 The Grasshopper Inn, Westerham Road

Erection of single storey extension to garage and conversion of resultant building to 6 Hotel bedrooms and change of use of staff accommodation to 5 Hotel bedrooms

Recommendation: No objection

08/0918 Oakbank, Ricketts Hill Road

Demolition of single storey side extension; erection of single storey side extension

Recommendation: No objection

08/0980 6 Parkside Cottages, Rag Hill Road

Erection of porch to rear elevation – CERTIFICATE OF LAWFULNESS

Recommendation: No objection

08/1035 Land south of Tatsfield Lane (rear of Woodside, Parkwood Road)

Construction of driveway & turning area. Excavation to correct formation levels grading excavated soil along edges in a manner sympathetic to the surrounding land. Spreading of hardcore to a thickness of 150mm and compact, to spread recycled road planings to a thickness of 75mm and compact. (Consultation by Sevenoaks DC)

Recommendation: Concern to be expressed at the highway implications and request for condition limiting to private use

MINUTES of a Meeting of Tatsfield Parish Council held on the 8th September 2008 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.

Present: Mr Ian Mitchell (in the chair), Mr Jon Allbutt (from 8.30 p.m.), Mr Giles Hawkes, Mrs Carol Jordan Mrs Eileen Pearce, Mr Greg Watkins
In Attendance: Mr John Sandiford (Clerk),
Mr Bob David (Tandridge DC Councillor)
Mr David Hodge (Surrey CC Councillor)
And 4 parishioners.

1. (a) Apologies Mrs Sandy Philibert
- (b) Declarations of Interest: None

2. Minutes

The minutes of the meeting held on the 14 July 2008 were approved and signed as a correct record.

3. St Mary's Church Graveyard Extension

The Chairman indicated that the Church had been offered by the Church Farm residents some land to increase the space available for burials and interment of ashes. The Church wished to take advantage of this offer but it was concerned that it would not be able to maintain it properly without professional assistance. The Church was asking if the Parish Council would consider providing a regular annual grant equivalent to £1 or so for every household in the parish. He indicated that the number of households at the present time was 598 in the 2001 census and was probably now in the region of 650. After discussion, it was agreed that, whilst the suggested basis for calculating the amount of the grant was acceptable, it was unanimously agreed that, initially, a grant of £750 would be made and there would be provision for a further grant of £750 in the Budget for 2009/2010 and that, circumstances permitting, a provision should be made in subsequent Budgets based approximately on the number of households in the Parish.

4. Tatsfield Green

Jon Allbutt reported that, following a meeting of the steering group, tenders for the proposed construction of a path across Tatsfield Green needed to be returned to the Clerk by 19 September 2008. He outlined the position generally and he confirmed that Tandridge DC were aware of the proposed pathway and he would continue to keep the District Council informed as the matter proceeded.

5. Planning Matters

- (a) Current Applications: Jon Allbutt reported on the current applications and the action agreed was as listed in Appendix A.
- (b) Next month's planning Councillor: Giles Hawkes
- (c) Tandridge Core Strategy: The Chairman reported that the District Council's Core Strategy had been judged to be sound by the Planning Inspector who presided over the Public Examination during the summer. The arguments of some developers and landowners that felt the Strategy did not allow for enough development had not been supported by the Inspector.
- (d) Proposed changes to the South East Plan: The Chairman reported that the Government proposed to increase the regional housing figure to 33,125 annually, 4% more than the figure recommended by the Panel which examined the plan in 2006/7. Comments could be made by 24 October. He felt there was little useful that the Parish could contribute.

6. Highways & Rights of Way

(a) General Highway Matters: A detailed report had been circulated to all members prior to the meeting. The Chairman indicated that the report covered the following matters:

- (1) Village Centre Road Scheme – design details expected by 31 October 2008;
- (2) Potholes – three outstanding;
- (3) Ricketts Hill Road - £13,000 of patching to be carried out;
- (4) Drains – SCC will be repaired the damaged drain/soakaway in Kemsley Road;
- (5) Oak Tree outside 78 Paynesfield Rd – work expected 1 October – a SCC complaints investigation had ruled that there had been maladministration on four counts in Surrey's handling of this problem.

(b) Surrey Highways: The Clerk reported that Godstone PC had sent a letter to Surrey CC complaining about the lack of maintenance of kerbs and pathways and were asking whether there was a similar problem

in Tatsfield. It was agreed that the Clerk should provide Godstone PC with a brief resume of recent problems and draw attention to the above complaints investigation report.

(c) Oxted Quarry: The Chairman reported that he had attended a meeting of the SCC Tandridge Local Committee the 5th September at which an Officer Report had been submitted setting out the history of the matter and proposing that the previous recommendation involving a one-way restriction for the northern section of Chalkpit Lane should not proceed. Instead it proposed that a staged approach be adopted including the widening of the quarry access, signalling Chalkpit Lane and re-routing HGV traffic via an improved Barrow Green Road. This proposal had been adopted subject to funds being available and other priorities being considered in 2009/10 and future years and consequently it appeared that the HGV traffic from the Quarry would not affect roads in the Parish.

(d) White Lane: SCC had given notice of an intended closure of White Lane on 12 October between 10 a.m. and 6 p.m.

(e) Permissive extension of FP23 – Church Hill: Bob David had nothing to report.

7. Reports from Members and Outside Organisations

The Chairman indicated that routine reports were better provided in writing and that only exceptional matters and major news should be the subject of verbal reports.

(a) Tatsfield School: The Chairman reported that there had been a second client liaison meeting about the school project on 2 September. The contractual date for completion had been put back during the summer until 26 April 2010 as the result of the decision to remove flints from the topsoil. This process had involved the use of consultants and was now underway. Main excavation work had started. It was expected that the access road would be opened up this week and then the main site set-up would be installed. A fresh set of drawings had been provided and these were on display in the Parish Room. At present, some of the contractors' vehicles were parking the Hall carpark and this had resulted in mud on the tarmac. This had cleaned up almost immediately it had been drawn to the Site Agents' attention but, unfortunately more mud had appeared and the Chairman indicated that he would take the matter up with the Site Agent,

(b) County Councillor: David Hodge reported on the following matters:-

(1) Oxted Quarry: As chairman of the Tandridge Local Committee, he had spent considerable time making sure that the report made sense and he was pleased that it had been approved. It remained to be seen whether the Quarry owner would make a planning application for a haul road within the site. If so, this would have to be considered in the normal way. Work on the improvements and alterations detailed in the report would proceed and would probably be spread over the next 2/3 years.

(2) Village Centre: The draft Design Brief had just become available and comments on this had to be back by 31 October.

(3) Highways: He was pleased to report that Ricketts Hill Road had now been included in the programme.

(4) Tatsfield School: He had always had concerns at the way that this project had been managed and he had raised the matter officially with Surrey CC. As a result, an inquiry had been conducted which included interviews with our District Councillor, Bob David and the PC Chairman, and he had seen a copy of the report and was pleased that a lot of his concerns had been upheld. The report had not yet been published and he could therefore say any more at this stage.

(5) Local Transport: He noted that a public meeting was being held on 17 September and he was disappointed that neither he nor any County Officers had been invited to attend and listen to the discussion. The Chairman explained that this was a very preliminary meeting and that there was every intention to involve him and County Officers if there was a need to take the matter any further.

(c) District Councillor: Bob David reported on the following matters: -

(1) Church Farm: He had made strong representations to Tandridge DC with regard to the fencing erected because it did not appear to be in accordance with the planning requirements. The matter was being considered and he would report back.

(2) Tandridge Core Strategy: Although the full report had not yet been published, he was very pleased with the outcome that ensured that the Green Belt remained intact as did the village centre development area.

(d) Public Transport Provision: Greg Watkins reported that there would be an informal meeting in the Parish Room at 7.30 pm on Wednesday 17 September when all were welcome to come and discuss future public transport needs.

1(e) Tatsfield Community Responders: Jon Allbutt reported that Tatsfield Community Responders had been named Responder Group of the Year for the Surrey area. The Chairman congratulated the Responders on behalf of the Parish Council and the community.

(f) Village Hall: Prior to the meeting, Sandy Philibert had circulated a report dealing with various matters but in particular

(i) External lighting; After discussion it was agreed that Giles Hawkes would obtain quotations for the installation of two lights on the eastern side of the Hall to be linked to the existing PIR lights.

(ii) Salt: There was concern about the storage of salt within the Hall but this was a matter to be decided by the Management Committee.

Jon Allbutt indicated that he considered that rainwater should be collected from the Hall roof and he would obtain estimates for the purchase of suitable tanks for this purpose. He understood that a 900 litre tank would cost approximately £400.

(g) Vern d'Anjou Town Twinning Assoc: Carol Jordan had circulated a report giving details of the membership of the committee and details of forthcoming fundraising events. The Chairman noted that details of the European grants allotted for 'Town twinning citizen's meetings' had included €1,620 towards Tatsfield's transport to Vern at Easter 2008.

(h) LORD: Carol Jordan had circulated a report.

8. Finance

(a) Grants: The Clerk reported that

(i) A request had been received from the WRVS for financial assistance in support of Surrey Emergency Services. It was agreed to make a payment of £100.

(ii) A request had also been received from CAB Oxted and, as this was included in the Budget, it had been included in Appendix B.

(iii) A request had also been received from the Tatsfield/Vern d'Anjou Association who would be hosting visitors from Vern at Easter 2009. The Clerk explained that no grant had been made in the financial year ending 31 March 2007 because the Society had needed additional financial support the previous year (ending 31 March 2006) when a total grant of £775 had been made (£175 for 31/12/05, £250 for 31/12/06 and £250 for 31/12/07). It was agreed that the Clerk should obtain details of the Society's financial position before any decision was made as to the amount of any grant.

(b) Banking Arrangements: The Chairman reported that the Finance Committee had looked into the investment of the funds held by the Parish Council. At present the funds were held in the HSBC Current Account and a Deposit Account both of which earned a relatively low rate of interest. HSBC were offering a higher rate of interest on Deposit Bonds and it was suggested that £30,000 should be invested in these bonds for a period of 6 months. This would yield interest at the rate of 4.76%. This recommendation was agreed unanimously.

(c) Payments: The payments listed in Appendix B were approved.

9. Parish Council Property and Land

(a) Parish room & surgery: Giles Hawkes reported that work on the roof had been completed. Subsequent damage to the guttering would be dealt with.

(b) Tatsfield Green, including the Millennium Wood and the King Edward VII Memorial Garden: Jon Allbutt reported that the Downlands Project had visited the area during the summer. A report was awaited and he would try and expedite this.

(c) Wildlife sign: It was agreed that Jon Allbutt would consult the SCC Downlands Project as to their practice in such matters after which the matter could be considered further.

(d) Westmore Green Play area: The Vice-Chairman reported that Tandridge DC had taken down unsafe swings at the Westmore Green play area. Tandridge DC was arranging for the installation of new equipment at a cost of £8,000-£10,000 and had asked if the Parish Council would make a contribution towards this cost. It was resolved that a contribution of £2,500 should be made.

(e) Pond: The Vice-Chairman reported on proposed action on the pond. It was resolved that it was imperative that the poisonous weed in the Pond should be eradicated. This would involve pumping out 75% of the water in the Pond so that wild life could be more easily removed. The cost of eradicating the weed would be approximately £70. After discussion it was agreed that the work of pumping out and eradication of the weed should proceed at a cost not exceeding £400. It was further agreed that Jon Allbutt would arrange

for an inspection of the Pond after it had been pumped out to ascertain whether the existing lining was damaged. It was also agreed that a specification of the work required and an estimate should be obtained to enable further consideration of the matter.

(f) Replacement of Westmore Green noticeboard: A number of suggestions had been put forward and it was agreed that Giles Hawkes would investigate the possible availability of boards to replace the existing board and he would circulate details of his proposals so that the matter could be fully discussed at the next meeting.

(g) Replacement of tree destroyed by car: The Vice-Chairman reported that details of the driver were still not available but it was agreed that the Parish Council's Insurers should be advised of such information as was available.

(h) Kemsley Wood boundaries: The Vice Chairman reported that he had a meeting with one landowner and he would liaise with the Clerk in order to contact the other landowners but he indicated that it would far too expensive to fence the whole area.

(i) Flyposting: The Chairman reported that he had dealt with an incident of unauthorised advertising on Westmore Green by attaching a ticket asking for permission to be sought. The advertisement had been removed. This was the latest in a series of 'fly-posting' incidents by 'out-of-Tatsfield' enterprises. He proposed that all Tatsfield organisations which regularly advertise local events on the greens should be written to and given 'season ticket' permission. He suggested a notice to this effect should be put in the parish magazine. It should ask others to apply for permission in advance.

10. Meetings to Attend/Correspondence-

(a) Surrey Hills Society Launch Party: Wed 17 September 2008 at The Guildhall, Guildford at 7.00 p.m. – tickets £10 each or £18 for 2 people – Eileen Pearce expected to attend.

(b) TDC World's Biggest Coffee Morning: Fri 26 September 2008 at the Council Offices, Oxted – Chairman attending.

(c) SCC Countryside Access Forum: SCC was appealing for volunteers to be members of this Forum and had invited the PC to submit a nomination. It was agreed to nominate the Vice-Chairman.

(d) Vern d'Anjou Town Twinning Association: Request received for permission for signboard on the island opposite the Ship (a) 18 Oct – 2 Nov for Family Hallowe'en Party and (b) from 13 Dec to 1 Jan for New Years Eve Gala - agreed

(e) Tatsfield Village Hall: request for permission for signboard from 27 Sep – 12 Oct for Barn Dance - agreed

11. Affordable Housing

It was unanimously agreed that the Press and members of the public should be excluded during the discussion of this matter due to the commercial sensitivity of the matter to be discussed.

12. Any Other Business - None

The Meeting closed at 10.50 p.m.

Subjects raised in Public Adjournments

1. Church Farm Development fencing
2. Churchyard Maintenance

PLANNING

CURRENT APPLICATIONS:-

08/0932 The Grasshopper Inn, Westerham Road

Erection of lobby extension and single storey extension to front elevation and single storey infill extension to rear elevation.

Recommendation: No objection

08/1004 Heath House, Ricketts Hill Road

Erection of single storey extension

Recommendation: Objection to be lodged if development exceeds 25%.

08/0499 The Spinney, Maesmaur Road

Retention of decking to front of dwelling

Recommendation: Objection to be lodged against cumulative extensions and indirect increase in street parking.

08/1045 Manor Livery, Manor Road

Erection of first floor roof extension incorporating two dormer windows and five rooflights

Recommendation: No objection

08/1149 Land south of Tatsfield Lane adj Woodside, Parkwood Road)

Construction of 20 x 60m riding arena surrounded by a post and 3 rail fence with 5 bar gate entrance.

Recommendation: Objection lodged on the grounds of (a) development in MGB (b) Highway considerations (c) request for condition excluding commercial use, if granted

08/0725 23 Paynesfield Road

Erection of single storey extension

Recommendation: No objection

08/1189 Woodlands, Ricketts Hill Road

Construction of rear terrace with basement area and single storey extension (Certificate of Lawfulness)

Recommendation: No objection

October to December 2008

MINUTES of a Meeting of Tatsfield Parish Council held on the 13th October 2008 in the Parish Room, Westmore Green, Tatsfield commencing at 7.30 p.m.

Present: Mr Ian Mitchell (in the chair)

Mr Jon Allbutt Mr Giles Hawkes Mrs Carol Jordan Mrs Eileen Pearce Mrs Sandy Philibert Mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk),

Mr Bob David (Tandridge DC Councillor)

And 1 parishioner.

1. (a) Apologies Mr David Hodge (Surrey CC Councillor)

(b) Declarations of Interest: (1) Giles Hawkes and Carol Jordan declared an interest in the planning application No.08/1320 relating to 73 Paynesfield Road and (2) Giles Hawkes and Sandy Philibert by virtue of the proximity of the property to where they lived or close acquaintance with the applicants. They took no part of the discussions of those matters.

2. Minutes

The minutes of the meeting held on the 8 September 2008 were approved and signed as a correct record.

3. Village Centre Road Scheme

Sandy Philibert reported that it had been suggested that Ian Mitchell and herself should attend a meeting with Surrey Highways to discuss the latest proposals. She hoped that she would be able to provide members with a plan for the next meeting.

4. Tatsfield School

The Chairman reported that the monthly liaison meetings with the Contractors were proving to be successful in dealing with the problems that had arisen. There had been effective contact with residents of Vern Place.

The Parish Council – and our District Councillor – had indicated that we would help the contractors overcome temporary difficulties with the supply of mains services. Through a misunderstanding, a

connection to the Village Hall water supply had unfortunately been made prematurely but arrangements were in hand for reimbursement of costs and future metered usage. The contractors were also arranging to connect a metered electricity supply.

The contractors had reported that there had been satisfactory progress on grading the site to the required levels, screening topsoil and building the access road. Foundation work had been brought forward to minimise winter working and this should be completed by the end of November.

A road closure would be needed – probably at Half Term in February – to allow for mains services to be connected to the school site.

5. Local Transport

Greg Watkins reported that there had been a very successful public meeting on 17 September followed by the circulation of a questionnaire to assess the potential demand for a bus service to Oxted. It appeared that there was most demand for a service on Thursday mornings allowing passengers two hours in Oxted. Negotiations had taken place with Marcus Dode of TDC and it had been agreed that, as from 10 November until the end of December, Buses4U would run such a service. If the demand was established, consideration would be given to extending the service either by an additional journey on a Thursday or on another day of week.

6. Tatsfield Green

Jon Allbutt reported that, following a meeting of the steering group, tenders for the proposed construction of a path across Tatsfield Green had been received from three contractors and the Steering Group recommended that the lowest quotation by Nick Knox Plant Hire in the sum of £8,800 should be accepted and instructions given immediately for the work to commence on 20 October. Full details of all the three quotations had been circulated to all members for their consideration. The proposal to accept the quotation of Nick Knox Plant Hire was unanimously agreed.

The Clerk indicated that he had received a cheque for £7,500 from Alan Cameron as a contribution towards the cost of the footpath on condition that the work was completed by 31 December 2008. It was agreed that this cheque should be held for the time being until it was clear that the work would be completed by that date. A vote of thanks was passed unanimously in appreciation of the generosity of Alan Cameron.

7. Planning Matters

(a) Current Applications: Ian Mitchell reported on the objection that had been submitted in respect of Application No.08/1320 and Messrs Hawkes and Jordan took no part in the discussion of that matter. The action agreed on that application is as stated in Appendix A.

Carol Jordan reported on the remainder of the current applications and the action agreed was as listed in Appendix A. Messrs Philibert and Hawkes took no part in the discussion of Application No.08/1304

(b) Core Strategy: Ian Mitchell reported that Tandridge District Council was expected to adopt the Tandridge District Core Strategy on 15 October. This would replace the Tandridge District Local Plan which provided for a 'Settlement Area' of Tatsfield within which Green Belt restrictions were less onerous on developers than was the case at sites outside the Settlement Area. Tandridge District Council's Director of Planning had said that, on legal advice, the Council was already using Core Strategy policies. Ian Mitchell said this appeared to mean that, for the time being at least, Tatsfield's Settlement Area ceased to exist and full Green Belt restrictions now applied to the whole of the village.

Bob David indicated that it was his understanding that the Inspector who had reviewed the Core Strategy, had indicated that the definition of a settlement area meant that it must be a sustainable community with certain basic facilities, such as shops, public house, public transport etc. The Inspector had indicated that, until such time as Tandridge DC carried out a review to ascertain whether Tatsfield justifiably came within that definition, the Green Belt restrictions applied to the whole village. This was an extremely important matter and Bob David indicated that he would endeavour to obtain clarification of the matter at an early date.

(c) Planning Information: Woldingham PC had expressed concern about the lack of detail in some planning applications forwarded for consultation by Tandridge DC and had asked whether the Parish Council would support a joint approach. It was suggested that a liaison meeting with Woldingham PC on a number of

matters, including Oxted Quarry and Biggin Hill Airport would be useful and the Clerk was asked to arrange such a meeting.

(d) Next month's planning Councillor: Carol Jordan

18. Highways & Rights of Way

Sandy Philibert had circulated a detailed report to all members that covering the following matters:

- (1) Village Centre Road Scheme – see Para 3 above;
- (2) Potholes – position being monitored.
- (3) Ricketts Hill Road – work should be completed within 6 months;
- (4) Drains – These have been cleaned this month.
- (5) Oak Tree outside 78 Paynesfield Rd – work was not carried out on 1 October due to EDF engineer leaving the site before tree surgeons arrived. A new date – 31 October – had now been agreed.
- (6) Approach Rd/Lusted Hall Lane Junction: possible improvements to this junction are being investigated.
- (7) Wildlife Sign: Response awaited from Surrey CC.

9. Reports from Members and Outside Organisations

(a) County Councillor: In the absence of David Hodge, there was no report.

(b) District Councillor: Bob David reported on the following matters: -

- (1) Investment of Funds: He was pleased to confirm that Tandridge had no money invested in Icelandic Banks.
- (2) Recycling: He was pleased to report that plastic re-cycling would be extended to the whole Tandridge area (including Tatsfield) as from February 2009. He hoped to arrange an event in January to publicise this,
- (c) Village Hall Sandy Philibert had circulated a report dealing with various matters but in particular
 - (i) Committee: New members appointed following the AGM.
 - (ii) Fundraising Events: Barn Dance on 11 October and Children's Christmas Party on 20 December.
 - (iii) Acoustics: The improvement work will be commenced on 27/28 October.
 - (iv) Sundry small maintenance items passed to Giles Hawkes for attention.
 - (v) Salt: Giles Hawkes had not yet arranged for the purchase of the spreader and salt. He agreed to obtain an invoice so that a cheque could be drawn.
 - (vi) Tatsfield School: Concern expressed at premature taking of water by contractors.
- (d) Emergency Plan: Jon Allbutt reported that Tandridge DC had e-mailed the Parish Council drawing attention to the fact that Surrey CC in conjunction with the county's District Councils was looking to work with parishes to help them create emergency plans to enable the parishes to respond to emergencies in their areas. The model Plan sent with the e-mail appeared to be identical to the Plan already adopted by the Parish Council. He would endeavour to clarify the situation.
- (e) Biggin Hill Airport: Traffic during the summer had been below the levels of 2007. Helicopter movements had nearly halved with the departure of Biggin Hill Helicopters although the Metropolitan Police was making significant use of the airport's refuelling facilities. Talks were continuing between the airport and Bromley Council about the appropriate scale of a hotel on the site.
- (f) Surrey Hills Society: It was noted that Eileen had attended the Society's Launch Party.

10. Finance

(a) Grants: The Clerk reported that

- (i) a request had been received from Dave Bishop for a grant towards the expenses of the Xmas Concert. It was agreed that a grant of £150 would be made as a contribution towards the expenses.
- (ii) Tatsfield/Vern d'Anjou Association had provided a copy of their Annual Accounts, copies of which had been circulated to members. It was agreed that further information would be helpful and Carol Jordan undertook to obtain this.
- (b) Sustainable Communities Act: The Chairman indicated that the Parish Council had been asked by Peter Ainsworth MP whether it wished to attend a meeting at which the Co-coordinator of Local Works, Steve Shaw, would explain the provisions of this Act. It was agreed that the Parish Council was interested in attending such a meeting but Carol Jordan had already made arrangements to attend such a meeting organised through another body. The Clerk was asked to write Peter Ainsworth by way of explanation.
- (c) Tandridge Community Fund: The Chairman had been invited to attend the launch of this Fund on Monday 20 October. This meeting would launch the Tandridge Community Grassroots Fund, the aim of

which was to support local communities financially with grants being made from the interest earned by the fund and with assistance from the new Government Initiative called Grassroots. Grassroots would match two-for-one the funds of the local Fund. Eileen Pearce agreed to attend.

(d) Budget 2009/10: It was agreed that the Clerk would arrange a date for the Finance Committee to meet to agree the draft Budget and that this would then be circulated to all members so that it could be agreed at the following meeting.

(f) Payments: The payments listed in Appendix B were approved.

111. Parish Council Property and Land

(a) Parish room & Surgery: The Chairman indicated that Tony Dawkins had recently inspected the Surgery/Parish Room and he had pointed out that there was a structural crack in the brickwork that required attention. Giles Hawkes agreed to arrange for the crack to be re-pointed as advised by the Surveyor.

(b) Tatsfield Green- Registration of Title: The Clerk reported that the Council's Solicitor was dealing with the registration of title. Notice would be given by the Land Registry to the person who had lodged the caution and it would then become clear what he intended to do. The cautioner would have the option of withdrawing his notice or making a claim to what we believe to be part of Tatsfield Green.

(c) Westmore Green – Access to Bassetts: This matter was also in the hands of the Council's Solicitor and the Chairman indicated that he had authorised the Clerk to instruct Tony Dawkins to advise as to the amount of the consideration payable by the Developer. This was ongoing and the Clerk was asked to ensure that the proceeded without delay.

(d) Westmore Green: The Clerk reported that there was no prospect of making any claim in respect of the damage caused to the tree because the Police had not been able to trace the driver of the vehicle which demolished the tree and there was no registered owner of the car. It was agreed that the tree should be replaced and Jon Allbutt agreed to investigate.

(e) King Edward VII Memorial Garden: The Clerk indicated that the Charity Commission had indicated that this Trust could not be broken and suggested that Tatsfield Green should be dedicated by the Parish Council on the same trusts as the Garden. The Clerk suggested that the matter should be placed in the hands of the Council's Solicitor for an opinion on the suggestion made by the Commission. It was agreed that the Clerk would make some further enquiries.

(f) Tatsfield & Westmore Greens: The Chairman indicated that requests had been made to improve the access to certain properties that enjoyed Deeds of Grant to access their land. The Clerk indicated that the Council had no liability to maintain and/or improve these accesses and recommended that the Council should make this clear to those concerned.

(g) Tatsfield Green/Old Lane: Jon Allbutt reported that he had now heard from BT who appeared to be refusing to change the height of the pipe because BT considered that the trouble was lack of maintenance causing the blockage and not the cable. This was a different situation from that reached at the site meeting and he would look into the matter

(h) Old Police House: nothing to report

(i) Millennium Wood: Jon Allbutt reported that he was still awaiting a detailed report from the Downlands Project.

(j) Westmore Green Playground: The Vice-Chairman reported that he had been informed by Tandridge DC that the expected funding for the new playground equipment was not available. It appeared that Tandridge were in partnership with Surrey CC and it was for Surrey to apply for the grant. Surrey had not made any application and consequently the anticipated funding would not be forthcoming. It was agreed that the matter should be referred to David Hodge.

(k) Pond: The Vice-Chairman distributed a copy of the report and estimate of costs prepared by the Downlands Project. The estimated cost of £10,450 would be eligible for a grant and he understood that an application could be made to Awards for All, an organisation that was a joint Lottery Funds scheme. He had obtained an application form and the Clerk agreed to go through this to see what information was required.

(l) Westmore Green noticeboard: Giles Hawkes reported that the cost of a new noticeboard of comparable size to the existing board would be approximately £2,000. This did not include the cost of installation. It was agreed that the cost of renovation and reinstatement of the present board should be investigated before any decision was made. Giles Hawkes agreed to obtain a quotation for the next meeting.

(m) Kemsley Wood boundaries: The Vice-Chairman reported that he hoped to be able to put full details of his proposals before the next meeting.

(n) Risk Assessment: Jon Allbutt asked all members to submit reports for the next meeting.

12. Meetings to Attend/Correspondence-

- (a) SCA Rural Affordable Housing Conference: Friday 14 November at Shere Village Hall 9.30-2.00 – full invite to follow but bookings could be made immediately – Chairman to attend.
- (b) SCC Countryside Access Forum: It was noted that Jon Allbutt's application to be a member had not been successful.
- (c) Johns Road: The Chairman indicated that the Clerk had written to Whelan Homes asking for consideration with the parking of vehicles and a positive response had been received.
- (d) ESPLG – Oxted 13 November – Eileen Pearce to attend.
- (d) Surrey Community Action Review Meeting & SCAPTC AGM: Wed 22 October 2008 at East Horsley Village Hall – Eileen Pearce and Carol Jordan to attend.

13. Any Other Business - None

Concern was expressed at the safety implications of the low overhanging branches of the eucalyptus tree leaning over the Village Hall/Surgery car park.

The Meeting closed at 10.20 p.m.

Subjects raised in Public Adjournments - None

PLANNING

RESULTS:-

Approved

- 08/1004 Heath House, Ricketts Hill Road
- 08/1149 Land south of Tatsfield Lane
- 08/1045 Manor Livery, Manor Road
- 08/0725 23 Paynesfield Road
- 08/0932 The Grasshopper, Westerham Road.

Refused/Withdrawn

- 08/0875 The Grasshopper Inn, Westerham Road

Appeals Pending

- 08/0068 Woodside, Parkwood Road
- 08/0629 Dell Cottage, Goatsfield Road

CURRENT APPLICATIONS:-

08/1320 73 Paynesfield Road

Erection of single storey rear, side and front extensions; erection of first floor accommodation to existing bungalow.

Recommendation: Objection based on disproportionate increase and possible loss of small dwelling

08/1303 Hillview House, Manor Road

Demolition of existing rear conservatory; erection of single storey and first floor rear extensions; new pitched roof to existing rear extension and alterations to fenestrations

Recommendation: No objection

08/1304 39 Paynesfield Road

Conversion of existing house into two self contained dwellings

Recommendation: Objection based on impact on the street scene and increase of traffic.

08/1354 2 Flowerdale, Manor Road

Erection of single storey side extension incorporating habitable accommodation in the roof space

Recommendation: Objection based on possible increase above 25%

MINUTES of a Meeting of Tatsfield Parish Council held on the 10th November 2008 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.

Present: Mr Ian Mitchell (in the chair) Mr Jon Allbutt Mr Giles Hawkes Mrs Carol Jordan Mrs Eileen Pearce Mrs Sandy Philibert Mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk),
Mr Bob David (Tandridge DC Councillor)
Mr David Hodge (Surrey CC Councillor)

And 1 parishioner

1. (a) Apologies - None

(b) Declarations of Interest: All members present declared an interest in the planning application No.08/1192 relating to Bassetts and land at the rear of Orchards, Westmore Green by virtue of the ownership of Westmore Green and, in particular the strip of land over which access to the site was being obtained. Sandy Philibert also declared a personal prejudicial interest as a partner of Philibert Horticultural acting as consultants to the Asprey Homes Ltd, the developer of the site.

2. Minutes

The minutes of the meeting held on the 13 October 2008 were approved and signed as a correct record.

3. Action Points

(a) New Bus Service to Oxted: Greg Watkins indicated that the first service of the new bus service to and from Oxted had been very successful. Despite atrocious weather there had been 6 passengers and he was sure that the number of passengers would have been greater if the weather had been good. He emphasised that it was very important for the twice-weekly service to be used because this was the only way to ensure that it continued.

(b) New Footpath across Tatsfield Green: Jon Allbutt reported that the construction of the pathway was progressing but work had been temporarily suspended because of the bad weather. Once the weather improved the path would be completed in 2/3 days. The contractor had received great help from Mansell, the developers of the School site, who were allowing him to store materials on their secure site. It had been agreed that the topping material would be slightly different from that originally agreed and it might result in a small saving.

4. Tatsfield School

The Chairman reported that the contractors were making good progress despite the poor weather over the last few weeks. He felt that the Contractors were doing all they could to minimise interference to the village.

5. Planning

(a) Current Applications: The Clerk reported that the Local Monitoring Committee had granted a dispensation to all members (with the exception of Sandy Philibert and Giles Hawkes) to enable them to deal with Planning Application No.08/1192 relating to Bassetts and the land at the rear of Orchards, Westmore Green. During the discussion of this matter, both Sandy Philibert and Giles Hawkes left the room. A general discussion took place with regard to Application No.08/1192 and the action agreed was as shown in Appendix A. Carol Jordan reported on Application No.08/1444 and the action agreed was as listed in Appendix A.

(b) Next Month's Planning Councillor: Eileen Pearce

(c) Tandridge Core Strategy: The Chairman indicated that he had included in the November parish magazine a comment on the implications for Tatsfield of the adoption of the Core Strategy. This removed for the time being the concept of the 'Settlement Area' within which Green Belt rules were relaxed.

(d) Woody End: The Chairman reported that he and Bob David would be meeting the developers of Woody End, Johns Road, on the following day to discuss problems experienced by neighbouring residents over access to their homes and the condition of the road surface.

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26. Finance

- (a) Audit: The Clerk reported that the audit for the year ending on the 31st March 2008 had been successfully completed. The Auditor had made two qualifications that would be discussed by the Finance Committee at a meeting on Thursday 13th November. These qualifications related to the review of the risk assessment and the need to carry this out annually and the need to maintain separate books of account in relation to the King Edward VII Memorial Garden in respect of which the Parish Council was the sole trustee.
- (b) Budget 2009/10: The Chairman indicated that this would be discussed at the forthcoming Finance Committee and the Clerk would be circulating details to all members together with the Finance Committee's recommendation for the precept for 2009/10. This would then be discussed and agreed at the next meeting in December.
- (c) Grants: The Clerk had received a request from Tatsfield Helpline for a grant of £300 and he had circulated a copy of the request and details of the Helpline's income and expenditure. After discussion it was unanimously agreed that a grant of £300 should be made. Applications for grants had also been received from Fairtrade (£250) and from Tatsfield Horticultural Society Community Composting (£250). These would be considered at the Finance Committee meeting on 13 November.
- (d) Clerk's Salary: National negotiators have recommended that Clerks' salaries should be increased by 2.45% retrospectively from 1 April 2008.
- (e) Payments to be authorised: in accordance with Appendix B attached

7. Highways & Rights of Way

- (a) Highways: Sandy Philibert had circulated a written report giving full details of action taken by her in relation to potholes in local roads that required attention
- (b) Village Centre: Sandy Philibert had circulated to all members prior to the meeting a report on the outcome of a meeting on 6 November with Surrey Highways. General discussion took place and it was agreed that the latest proposals should be approved subject to the following matters: -
- The deletion of the additional tarmac area from the Bakery bed
 - Double yellow lines to be restricted to the corner of Approach Road and Westmore Rd
 - The retention of the existing crossing.
- (c) FP 20A Parkwood Road: The Clerk reported that a resident had written complaining about damage caused to FP 20A by vehicles and providing details of the incident. It was decided to ask Surrey CC to take the necessary action and Eileen agreed to deal with this.

8. Notified Matters

- (a) Code of Conduct: The Clerk indicated that he had circulated a note to members with regard to a further consultation being carried out by the Department for Communities and Local Government in relation to proposed amendments to the Code of Conduct. These proposed amendments were (a) to clarify the application of the Code to members' conduct when acting in a non-official capacity and (b) to make changes to the Code for local government employees. It was agreed that members would consider the Consultation document so that any response could be agreed at the next meeting and submitted by the closing date of 24 December.
- (b) Freedom of Information Act 2000: The Clerk reported that all councils were required to adopt a new Publication Scheme by the 31 December 2008. The model scheme contained a number of core classes of information, which are mandatory and a number of optional documents (within the core classes) as well as a group of totally new optional classes. This was similar to the existing scheme agreed by the Parish Council. After discussion, it was unanimously agreed to adopt the model scheme (a copy of which is attached to the Minutes) without amendment or alteration.

9. Reports from Members and Outside Organisations

- (a) County Councillor: David Hodge reported on the following matters: -
- (1) Street Lighting: EDF had failed to attend a meeting that he had arranged to discuss failure to deal with faulty lighting. A further meeting had been arranged for 3 December.
- (2) Surrey CC Telephone numbers: He indicated that with effect from 1 December the contact number would change to 03456 009009 and there would also be new numbers for certain departments so that callers could go straight through to the team they needed. The existing telephone number would continue for up to 5 years.

(3) Performance Survey: The Chairman asked Cllr Hodge why Surrey CC was undertaking a further survey of partners and stakeholders and whether the County should not be able to judge from its day to day dealings how well it was doing. Cllr Hodge indicated that he agreed that the increasing number of these surveys was a concern.

(b) District Councillor: Bob David reported that the recent financial situation and, in particular, the reduction in interest rates would have a seriously detrimental effect on the District Council's finances. The review of the Council's spending for the coming financial year was under way and he considered that it was inevitable that the Council tax would rise, possibly by as much as 5.5%.

(c) Policing: The Chairman reported that Surrey Police had embarked on a further survey of stakeholders and commented that he felt they would do better to work through officers on the ground.

(d) Village Hall Sandy Philibert had circulated a report dealing with various matters but in particular

(i) Fundraising Events: Children's Christmas Party on 20 December.

(ii) Acoustics: The improvement work had not yet been completed.

(iii) Sundry small maintenance items passed to Giles Hawkes for attention.

(iv) Salt: Latest position noted.

(e) Vern d'Anjou Town Twinning Assoc: Carol Jordan reported that she had enquired about whether the Association had been in receipt of an EU grant. It appeared that an application had been made but had not been successful. The Chairman indicated that the Finance Committee would consider the matter.

(f) Tatsfield School: Greg Watkins reported that there had recently been a snap inspection that had lasted for 3 days. The report had been good and the Governors had been praised for their excellent work. There was a need to find someone suitable to act as Chairman of the Governors as the present Chairman, Michael Clayton, had resigned and moved away and his proposed successor had now changed his mind and was not prepared to stand.

(g) SCAPTC: Eileen Pearce reported that she and Carol Jordan had attended the recent meeting and she gave a brief resume of the meeting.

(h) Emergency Plan: Jon Allbutt reported that there was a meeting being held on the 11th December that he was unable to attend. This was to update Parish Councils on the County Council Emergency plans. The Chairman indicated he would attend.

(i) Sustainable Communities Act: Carol Jordan had obtained information on this subject and she agreed to circulate a report.

110. Parish Council Property and Land

(a) Parish room & surgery:

(1) The Chairman indicated that the two reports as to the future possibilities for the premises were now to hand and would be discussed by the Finance committee and a recommendation would be submitted to a subsequent meeting for consideration.

(2) The Vice Chairman indicated that he was concerned about the security arrangements at the building.

(3) Giles Hawkes indicated that he was arranging for the external cracks to the outside corner wall to be dealt with and he would also check that there was no longer a leak in the Surgery.

(b) Village Hall: Jon Allbut reported on the possible use of rainwater harvesting and indicated that he would prepare a detailed report for consideration at a later meeting.

(c) Tatsfield & Westmore Greens

(i) Westmore Green – Access to Bassetts: The matter was still under negotiation.

(ii) Playground: Jon Allbutt indicated that he was considering the explanation for the failure of the County Council to apply for funding and would report back in due course.

(d) King Edward VII Garden: The Clerk indicated that the Auditor was now requiring the Parish Council to open a separate bank account for the Charity. The Finance Committee at its next meeting would discuss the matter.

(e) Pond: The Vice-Chairman reported that he considered that it would be difficult to obtain proper comparative estimates because the Downland Project was a non-profit-making body. It was suggested that he should ask the Downland Project to separate their costs to identify the costs for advice and for the actual work to the pond. It would then be possible to obtain comparable estimates. It was also suggested that it might be possible to ascertain how other councils had dealt with the matter.

(f) Westmore Green noticeboard: Giles Hawkes reported that Desmond Bishop had indicated that he could carry out the work and had promised to provide an estimate but so far this was not to hand.

(g) Kemsley Wood boundaries: The Vice-Chairman summarised a report that he had circulated. This report proposed that: -

1. Discussions with neighbouring owners should be concluded;
2. Estimates of costs should be obtained for the erection of two strands of wire and posts or the erection of marker posts;
3. Consultation with neighbouring residents should be undertaken with a view to establishing a volunteer warden group;
4. A budget and management plan should be prepared and agreed for the wood to encourage the development of self-sown tree species and generally enhance bio-diversity and to secure such grants as may be available;
5. A budget be prepared and agreed for the improvement of access around the wood by clearing scrub but not to construct formal paths;
6. The Parish Council shall enter into negotiations with the owner of the adjoining land to secure permissive access to Paynesfield Road and to agree the type of fencing along the common boundary;
7. A leaflet be prepared for a circular walk around the northern area of the village.

The above proposals were agreed unanimously.

(h) Risk Assessments: The Vice-Chairman indicated that he had circulated report forms and asked that all members should carry out inspections regularly. He also expressed concern that fire exits in the Village Hall were kept clear. He urged the Committee to ensure that hirers were aware of their obligations in this respect.

11. Meetings to Attend/Correspondence-

- (a) ESPLG: Thursday 13 November at 7.30 at Council Offices, Oxted. Eileen Pearce to attend.
- (b) Affordable Housing: The response received from Tandridge DC was noted. The matter would now be taken forward by the Rural Housing Enabler, Mona Johannson.
- (c) CPRE Litter Campaign: A Parish Council toolkit had been received and would be placed in circulation.
- (d) Surrey Community Action: Invitation received to 'Chairs Forum' at Woodhatch on 1 December.

12. Any Other Business - None

The Meeting closed at 11.06 p.m.

Subjects raised in Public Adjournments

1. Church Farm Barn Fence
2. Maesmaur Road sight lines
3. Approach Rd – cutting back of hedge
4. Flooding across Tatsfield Green

APPENDIX A PLANNING RESULTS:-

Approved

08/1149 Land south of Tatsfield Lane (Sevenoaks DC) Objection No Comment by TDC

Appeals Pending

08/0068 Woodside, Parkwood Road

08/0629 Dell Cottage, Goatsfield Road

Appeal Dismissed

08/0533 Del-a-Cor, Lusted Hall Lane

CURRENT APPLICATIONS:-

08/1444 The Grasshopper Inn, Westerham Road

Proposed alterations to existing outbuilding to convert into 2 disabled hotel bedrooms and convert staff accommodation to Hotel bedrooms over main building

Recommendation: No objection

08/1192 Bassetts, Westmore Green

Erection of 7 dwellings (2 x 3 bed & 4 x 4 terraced houses and 1 x 3 bed detached house with attached carport) with detached 7 bay parking barn, 5 additional parking places & access on to Westmore Green (RESERVED MATTERS)

Recommendation: Objection to be lodged that the removal of mature trees would expose the site and requesting that a condition be imposed that replacement trees be planted around the edge of the site.

7th November 2008

MINUTES of a Meeting of Tatsfield Parish Council held on the 8th December 2008 in the Parish Room, Westmore Green, Tatsfield commencing at 7.30 p.m.

Present: Mr Ian Mitchell (in the chair) Mr Jon Allbutt Mrs Carol Jordan Mrs Eileen Pearce Mrs Sandy Philibert Mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk),
Mr Bob David (Tandridge DC Councillor)

And 1 parishioner.

1. (a) Apologies Mr David Hodge (Surrey CC Councillor)

(b) Declarations of Interest: Carol Jordan declared an interest as a member of the Fairtrade Committee in the application by Tatsfield Fairtrade for a grant and she took no part in the discussion of that item.

2. Minutes

The minutes of the meeting held on the 10 November 2008 were approved and signed as a correct record.

3. Action Points

(a) New Footpath across Tatsfield Green: Jon Allbutt reported that, due entirely to wet weather, no further work had been carried out since the last meeting. He also undertook to speak to the resident who had kindly offered to make a substantial donation towards the cost of the project to ascertain whether his offer still stood because there was a danger that the project would not be complete by the 31st December.

4. Tatsfield School

The Chairman reported that progress at the site for the new school was now heavily dependent on the weather and that the succession of wetter-than-usual and then colder-than-usual weather was a potential threat to the timetable. Options were being discussed for the use of the flints and topsoil collected on the site. Residents were asked to report to the police any activity on the site during the Christmas break – 24 December to 5 January. Arrangements had been made for teachers from the existing school to view the building site from the Parish Room.

5. Planning

(a) Current Applications: Eileen Pearce reported on the applications listed in Appendix A and the action agreed was as listed in Appendix A.

(b) Next Month's Planning Councillor: Sandy Philibert

(c) Tandridge Core Strategy: The Chairman drew attention to the fact that Tandridge DC had withdrawn its Supplementary Planning Guidance governing extensions in the Green Belt in accordance with national guidelines on Permitted Development.

(d) Woody End: The Chairman reported that he and Bob David had met the developer at the Woody End site about the disruption reported by residents. The contractor was made aware of the problems and a number of measures to ease the situation were discussed. Later that day there had been significant quantities of mud on Paynesfield Road and an effort was made by the contractor to clear it.

86. Finance

(a) Budget and Precept for 2009/10: The Chairman reported that the Finance Committee had met to consider the Budget for 2009/10 and the Precept. It was the Committee's unanimous recommendation that the Budget circulated to members be approved and that the precept be set at £5,000. A copy of the Budget is attached to these Minutes. After discussion, it was unanimously agreed that the proposed Budget should be approved but it was further agreed by a majority of 3 votes to 2 that there should be a Nil precept for 2009/10. It was unanimously agreed that the fact that no precept was being set was done in the light of the present financial situation and that it was not intended that this should set any precedent for the financial years thereafter.

(b) King Edward VII Memorial Garden: The Chairman reported that he had written to the auditor with regard to matter raised in the auditor's Report requiring a bank account to be opened in the name of the charity. As a result of his representations, he was glad to report that the auditor had agreed to dispense with this requirement as long as the charity had no income.

(c) HSBC Bank: The Chairman indicated that, since the last meeting, he had been contacted by HSBC Bank

with regard to a small query that he could not deal with and needed the Clerk's attention. This had been necessary because the Clerk was not authorised to deal with the Bank on such matters. He had been informed that if the Parish Council was prepared to authorise the Clerk in this way, it would enable the Bank to deal directly with the Clerk. He therefore proposed that: "(a) that HSBC Bank plc be authorised to deal with the Clerk to the Parish Council in relation to any queries and/or correspondence in relation to Account Nos.31123823 and 01123688 and any other accounts or business matters that the Parish Council may for the time being hold with HSBC Bank plc and (b) that the present Clerk to the Parish Council is John Sandiford whose specimen signature appears below".

The proposal was seconded by Jon Allbutt and passed unanimously.

(d) Grants: The Clerk indicated that the Finance Committee had considered applications for three grants as follows: -

(1) Tatsfield in Bloom: Due to the financial situation, the commercial sponsorship of £1,000 would not be available. The Organising Committee had therefore requested the Parish Council to increase its grant for £2009/10 from £900 to £1,000. The Finance Committee had unanimously agreed this and suitable provision had been made in the Budget. This action was unanimously agreed.

(2) Tatsfield Horticultural Society Composting Scheme: The Finance Committee had considered a request for a grant of £250 in the current year, This amount would match the donations received by the scheme from other sources. The Committee had approved such a grant and it was included in Appendix B. This action was also approved unanimously.

(3) Tatsfield Fairtrade: The Finance Committee had also considered a request from the Steering Committee but had been advised by the Clerk that it was not within the Council's powers to make a grant to be used for the purposes of promoting support for the Group.

(4) Vern d'Anjou Association: The Committee had considered this matter and had requested further information. The Clerk indicated that he had circulated a copy of a further response from the Association. After discussion it was agreed to make a grant of £500 to assist with the expenses involved in hosting the guests from Vern at Easter 2009.

(5) Tatsfield Art Group: The Clerk reported that he had received a request from the Group for financial assistance for Children's Art Workshops that it was intending to hold in the coming spring. He understood that further details would be provided in due course.

(d) Payments: The payments in Appendix B were approved.

7. Highways & Rights of Way

(a) Highways: Sandy Philibert had circulated a detailed report that covered: -

(1) Potholes: Constant reporting undertaken

(2) Ricketts Hill Road: The resurfacing and repair work would be completed within 4 months.

(3) Drainage: The drainage system for Kemsley Road and Westmore Road will have to be rebuilt when funds are available. The constantly leaking drain in Ship Hill/Approach Road is being investigated.

(4) Approach Road/Lusted Hall Lane Junction: Information about accidents needed before any action could be taken.

(5) Wildlife Signs: Response awaited from Surrey Highways.

(6) Lighting: Constant reporting undertaken.

Flooding: Various matters reported to Surrey Highways for attention.

(b) Village Centre: Sandy Philibert reported that she had informed David Hodge and Surrey Highways of the revisions that the Parish Council would like to see made to the scheme. She hoped that a revised plan incorporating these revisions would be available during January.

The Chairman expressed the thanks of all members to Sandy Philibert for her detailed work on this matter.

(c) Public Footpaths: As a result of discussion during public questions, Jon Allbutt indicated that he was very much in favour of the Parish Council making efforts to persuade Surrey County Council to separate a footpath from a bridleway where they followed a common route. At present he contended that the up-grading of a public footpath to bridleway status resulted in the horse traffic damaging the surface to such an extent that it became impossible for pedestrians to use it without considerable difficulty.

8. Notified Matters

Code of Conduct: It was unanimously agreed that no response was required in respect of the latest consultation on the Code.

9. Reports from Members and Outside Organisations

(a) County Councillor: In the absence of David Hodge, there was no report.

(b) District Councillor: Bob David reported on the following matters:-

(1) Core Strategy: He indicated that as the Core Strategy no longer recognised “settlement areas”, Tandridge DC must carry out a review of the situation involving the whole Tandridge District to establish whether there were grounds to afford these former settlements any special protection. Such a review was unlikely to be undertaken before October 2013. He also drew attention to the fact that the 25% guideline for extensions no longer applied. In its place, the criterion was whether a proposed extension was “disproportionate” and he considered that this was a situation that would cause considerable difficulty.

(2) Buses4U: At present there was a twice-weekly service to Oxted and this would continue until Christmas when a further survey would be undertaken to establish whether the service should continue indefinitely and, if so, whether amendments should be made to the timetable.

(c) Village Hall Sandy Philibert had circulated a report dealing with various matters but in particular:

(1) Forthcoming fundraising events

(2) Acoustic Improvements: to be completed by 22/23 December

(3) Building: Gutters in need of cleaning and PIR lighting required

(4) Salt: Attention drawn to effect of salt being walked into Hall and Parish Room

(5) Fire Risk Assessment: to be completed on 29 December

The Chairman undertook to ascertain the position with regard to the matters mentioned in (3) above to ensure that these matters were dealt with promptly.

(d) Emergency Plan: The Chairman reported that he would be attending a meeting about emergency plans at Tandridge District Council on 11 December.

(e) Tatsfield School: Greg Watkins reported that there were at present two vacancies in the governing body as Hilary Harber had now resigned in addition to Mike Clayton whose resignation had already been reported. He was pleased to report that Sally Keenor had agreed to act as Chair of the Governors for one year.

(f) ESPLG: Both Eileen Pearce and Carol Jordan reported on their attendance at the last meeting of the Group on the 13 November and drew attention, in particular, to discussions that were taking place nationally with regard to the Sustainable Communities Act. Carol Jordan indicated that she considered the most important aspect was the creation of Local Area Forums to enable local residents to propose action in respect of strictly local matters such as local services and local employment. It was agreed that this matter would be placed on the agenda for the next meeting and, in the meantime, members would acquaint themselves with the provisions of the Act.

110. Parish Council Property and Land

(a) Parish room & surgery: The Chairman indicated that there were matters of commercial sensitivity to be discussed and proposed that the press and public should be excluded during the discussion of this matter at the conclusion of the meeting. This was agreed unanimously

(b) Neighbourhood Watch: A request had been received from Yellow Watch covering Ricketts Hill Road for permission to erect standard Neighbourhood Watch signs at various location along this road. Some of these locations were on Parish Council land and the remainder on roadside verges. After discussion, it was agreed that there was no objection to standard Neighbourhood Watch signs being erect in the places indicated.

(c) Pond: It was agreed that Jon Allbut would request Surrey Downlands Project to submit a quotation for the cost of the work to be carried out to the pond (excluding any costs for advice and consultation) so that it would then be possible to obtain one or two competitive quotations.

(d) Litter: A resident of Ricketts Hill Road had complained about litter on the verge and hedge bordering the detached part of Gorsey Down Farm. The Chairman indicated that some of the litter was on roadside verges and was the responsibility of either Surrey Highways and/or Tandridge DC. The remainder was on private land and was the responsibility of the landowners. General discussion took place and Bob David undertook to find out the extent and frequency of litter-picking carried out by Tandridge DC

(e) Westmore Green Bus Shelter: The Chairman indicated that he had received an enquiry from Tandridge as to the ownership of the bus shelter. He had looked into the records and it was clear that the Parish Council had paid for the existing bus shelter and he indicated this to Tandridge.

(f) Westmore Green noticeboard: In the absence of Giles Hawkes, there was no report.

(g) Risk Assessments: The Vice-Chairman reported that all reports were up to date.

11. Meetings to Attend/Correspondence-

Business Group: The Chairman indicated that he had been approached by a local resident and businessman who wanted to investigate the possibility of forming a group to promote local enterprise. The idea was to invite local residents who ran their business locally to form a local business forum to help promote business within the local community. It was agreed that the Parish Council was supportive of such a project.

12. Any Other Business

(a) CCTV: Sandy Philibert asked that the possibility of a system covering the village centre should be discussed and it was agreed to place the matter on the agenda for the next meeting.

(b) Westmore Green: Sandy Philibert that a resident had voiced concern over subsidence that appeared to be occurring in the area of the Green where an air raid shelter had formerly stood. Jon Allbutt agreed to investigate.

(c) Christmas Tree: Jon Allbutt reported that a suitable tree had kindly been donated by a resident and had now been erected in the Village Centre. He had obtained volunteers to help light the tree and he expressed his thanks to all concerned.

The Meeting closed at 9.35 p.m.

Matters discussed in Public Adjournments

1. Public Footpath 25 and the condition of Footpaths/Bridleways.

PLANNING

RESULTS:-

Approved

08/1303 Hillview House, Manor Road

08/1354 2 Flowerdale, Manor Road

Refused/Withdrawn

08/1320 73 Paynesfield Road Objection lodged

08/1304 39 Paynesfield Road Objection lodged

Appeals

08/0068 Woodside, Parkwood Road DISMISSED

08/0629 Dell Cottage, Goatsfield Road

08/0533 Del-a-Cor, Lusted Hall Lane

08/0461 Hillview House, Manor Road

CURRENT APPLICATIONS:-

08/1518 April Cottage, 1 Grove Road - Demolition of conservatory and single storey rear extension; erection of single storey rear extension, two storey side extension, two rear first floor windows and conversion of roof space to habitable accommodation incorporating roof lights and rear dormer window.

Recommendation: Objection by reason of development within MGB

MINUTES of a Meeting of Tatsfield Parish Council held on the 12th January 2009 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.

Present: Mr Jon Allbutt (Vice Chairman) (in the chair) Mr Giles Hawkes Mrs Carol Jordan Mrs Eileen Pearce Mrs Sandy Philibert Mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk),
Mr Bob David (Tandridge DC Councillor)

And 6 parishioners.

1. (a) Apologies Mr Ian Mitchell and David Hodge (Surrey CC Councillor)

(b) Declarations of Interest: Carol Jordan, Sandy Philibert and Giles Hawkes declared an interest in and took no part in the discussion of the planning applications numbered 08/1699 relating to 39 Paynesfield Road and 08/0106 relating to 106 Paynesfield Road, by virtue of the proximity of these properties to where they lived. Carol Jordan also declared a prejudicial interest in and took no part in the discussions relating to the Tatsfield Fairtrade Village Steering Group by virtue of her membership of that Group.

2. Minutes

The minutes of the meeting held on the 8 December 2008 were approved and signed as a correct record subject to the substitution of "completed" for "undertaken" in the fourth line of paragraph 9(b)(1).

3. Action Points

(a) New Footpath across Tatsfield Green: The Vice-Chairman reported that the footpath was very nearly complete and he hoped that the small amount of outstanding work would be completed shortly.

4. Tatsfield School

The Vice-Chairman reported that work was progressing as well as could be expected in view of the recent cold weather. He indicated that Surrey CC had submitted landscaping and lighting details for approval under the Planning Consent. A response had been made in relation to the landscaping details but not in relation to the lighting details due to the fact that these details had been omitted from the papers. The details had just been supplied and would be considered immediately.

5. Planning

(a) Current Applications: Sandy Philibert reported on the applications listed in Appendix A and the action agreed was as listed in Appendix A.

(b) Next Month's Planning Councillor: Greg Watkins

(c) Woody End: Nothing to report as the building operations had been suspended for the time being.

(d) Churchyard Extension: The Clerk had circulated a letter that suggested that the planning application should be made in the name of the Parish Council and that the fee payable should be part of the initial £750 grant agreed at the September meeting. This was agreed.

(e) Tandridge DC Website: The Clerk had circulated a letter giving details of improvements to the web based Planning Interactive System.

6. Finance

(a) Grants:

(1) Tatsfield Fairtrade Village Steering Group: It was agreed that consideration of the application for a grant would be postponed for consideration by the Finance Committee.

(2) Tatsfield Vern Twinning Association: It was also agreed that consideration of this grant should be referred to the Finance Committee. The Clerk would arrange a suitable date.

(b) Payments to be authorised: in accordance with Appendix B

7. Highways & Rights of Way

(a) Highways: Sandy Philibert had circulated a detailed report that covered:-

(1) Potholes: A detailed update in relation to all matters reported.

(2) Ricketts Hill Road: The resurfacing and repair work would be completed within 3 months.

- (3) Drainage: The drainage system for Kemsley Road and Westmore Road will have to be rebuilt when funds are available. The constantly leaking drain in Ship Hill/Approach Road is being investigated.
- (4) Ship Hill/Ninehams Road Junction: Investigation requested of cause of water collecting at side of road.
- (5) Highway Signs:
- (a) Wildlife: It was noted that the present sign was not legal and that the only sign permitted by the Highway Authority to warn of wildlife was the "Leaping Deer" Sign. It was also noted that this applied to such signs regardless as to whether they were on private land or on the highway verge. The cost of erecting such signs was approximately £150 per sign. It was therefore agreed that Surrey Highways should be asked to erect two such signs in Ricketts Hill Road (one facing in either direction). In the event of Surrey Highways being unwilling to erect such signs by reason only of the cost involved, it was agreed that the Parish Council would be prepared to meet the cost involved.
- (b) Tatol: The Vice-Chairman indicated that this sign was in need of renovation and he had obtained a quotation for its renovation in the sum of £250. It was unanimously agreed that this quotation should be accepted.
- (b) Village Centre: Sandy Philibert reported that she had still not received a revised plan but hoped that it would be available in the next two months.

8. Notified Matters

Tatsfield Fairtrade Village Steering Group: The Vice-Chairman indicated that the Group wished the Parish Council to support the Fairtrade movement by passing a resolution to that effect. All members had been circulated with a copy of two letters from Jennie South, the Chairman of the Group, one asking for financial support and the other asking the Parish Council to support the Fairtrade movement. He had asked Jennie South to be present at the meeting and invited her to address the meeting. She had circulated to members a note detailing the five goals of the Freetrade Association, one of which was to arrange for the passing of a resolution of support by the Parish Council. After a full discussion, Greg Watkins proposed that the Parish Council should in future support the Fairtrade movement and should have Freetrade products available at any of its meetings at which refreshments were normally available. This proposal was seconded by Eileen Pearce and carried unanimously.

9. Reports from Members and Outside Organisations

- (a) County Councillor: In the absence of David Hodge there was no report.
- (b) District Councillor: Bob David reported on the following matters: -
- (1) Police: There had recently been a meeting at which Surrey Police had briefed the Council on its financial situation and, in particular, on the reduction in its grant from Central Government.
- (2) Community Services: He and the Vice Chairman had recently met Steve Hyder who is temporarily in charge as Jonathan Bruce has resigned and is now responsible for the maintenance of Tatsfield and Westmore Greens and the playground. He had discussed the playground and it appeared that the present equipment would be replaced with similar where funds allowed.
- (3) Salting: He was aware of complaints about the lack of salting on some local roads in the recent bad weather. The policy was to salt only bus routes and there was no possibility of extending this at present.
- (4) Old Lane Post-box: He confirmed that the recent incident involved fireworks and not any more dangerous explosive device.
- (5) Buses4U: The service recently introduced continued to be well supported and would certainly continue until February. It was hoped that thereafter it would continue with a more uniform service.
- (6) Litter Picking: He reported that Ricketts Hill Road had been litter-picked within the last 4 weeks and it was scheduled to be done every 13 weeks.
- (d) Tatsfield Community Responders: Jon Allbutt reported that there had been a quieter than expected period over Christmas. New members were always welcome and anyone interested should contact the Responders so that training could be arranged. The Responders could no longer use Entonox, a pain-killing gas, and this was a cause of concern particularly if the arrival of the ambulance was delayed.
- (e) Policing: Nothing to report
- (f) Village Hall Sandy Philibert had circulated a report dealing with various matters but in particular
- (1) The acoustic improvements had been completed.
- (2) The roof gutters were still in need of attention

(3) The new salting regime was working well. A vote of thanks was passed to Mike Lambert for his efforts to ensure that the salting was carried out promptly.

(4) The fire risk assessment had mainly been completed.

(g) Emergency Plan: The Chairman had attended a Tandridge District Council presentation for Parish Councils outlining progress made towards the setting up of Parish Emergency Plans across the District. Tandridge officers had suggested that central government would soon be expecting Parish Councils to be more involved with such activities than in the past. The chairman believed that Tatsfield was 'well ahead' in drawing up its plan but that the Parish Council should now finalise and publish the plan, while ensuring that practical preparations to cope with potential emergencies were undertaken. The Vice-Chairman agreed to circulate a copy of the Plan to all members.

10. Parish Council Property and Land

(a) Parish room & surgery: Giles Hawkes reported that he had obtained a quotation in the sum of £275 for an engineer to visit the site to examine the structural crack in the rear corner of the building. This was agreed. He had also arranged for the two-way switching of the external surgery lights to be checked.

(b) Village Hall: Jon Allbutt suggested that the Hall Management Committee should consider whether it was in favour of rainwater harvesting and Sandy Philibert agreed to obtain the Committee's reaction and report back to the next meeting. Giles Hawkes reported that he had obtained a quotation in the sum of £1430 for installation of 5 low level PIR lights to the left-hand side of the Hall. He had also obtained a quotation of £52.50 for replacement of the metal vents that had been vandalised. Both these quotations were agreed.

(c) Tatsfield & Westmore Greens

(i) Westmore Green – Access to Bassetts: Nothing to report

(ii) Playground: See under Report of District Councillor.

(iii) Pond: The Vice-Chairman agreed to bring forward definite proposals to the next for the renovation and repair of the Pond.

(iv) Westmore Green Notice Board: Giles Hawkes reported that he had obtained a quotation in the sum of £160 for the renovation and repair of the notice board. This was unanimously accepted.

(v) Accident Damage: Sandy Philibert agreed to arrange for the ordering of a new tree to replace that damaged some months ago.

(d) Old Lane Ditch & BT Cable: The Vice-Chairman indicated that he had authorised the work of clearance of the ditch to proceed as soon as possible.

(e) Lusted Hall Lane track: Tandridge DC was giving consideration to this matter.

11. Meetings to Attend/Correspondence

(a) Tatsfield Horticultural Society: It was noted that the Society had e-mailed members with a proposed Code of Good Practice relating the lighting on bonfires. It was generally agreed that the Code met with the approval of members and they had no objection to the Society publishing it.

12. Any Other Business

(a) Christmas Carol Concert: Greg Watkins indicated that he did not consider that the Parish Council should support the Concert financially unless and until a proper Risk assessment was carried out. This view arose from the fact that a road traffic accident had occurred at the recent concert and he felt that consideration must be given to necessary measures to be taken to avoid a recurrence at future concerts.

(b) April Parish Council meeting: As the normal meeting date would fall on a Bank holiday, it was agreed that the meeting for April would take place on Monday, the 20th April.

The Meeting closed at 10.20 p.m.

Subjects raised in Public Adjournments

1. Beaconshaw hedge to be cut back. - Letter to be sent to owner

2. Maesmaur/Ship Hill sight line

3. Broken manhole covers in Ricketts Hill Road.

4. Tyres blocking Old Lane ditch.

PLANNING

RESULTS:-

Approved

08/1192 Bassetts & Land r/o The Orchards
08/1695 Land south of Tatsfield La
08/1736 Tatsfield School (Landscape Details)

Refused/Withdrawn

08/1518 April Cottage, 1 Grove Road
08/0442 11 Shipfield Close

Appeals

08/0629 Dell Cottage, Goatsfield Road
08/0533 Del-a-Cor, Lusted Hall Lane
08/0461 Hillview House, Manor Road
08/0633 Furze Corner, Approach Road

CURRENT APPLICATIONS:-

06/0740 Land at & adjoining Tatsfield Village Hall, Ship Hill, Tatsfield
Details of landscaping and external lighting submitted pursuant to Conditions 4 and 11 of planning permission for new primary school and reorganization of village hall parking and access permitted under reference TA06/0740 Recommendation: Detailed comments submitted in relation to the landscaping (copies supplied to members). Detailed comments on the lighting details to be submitted.

08/1699 39 Paynesfield Road
Conversion of existing house into two self-contained dwellings
08/1742 106 Paynesfield Road
Erection of two storey side extension
09/1757 47 Paynesfield Road
Erection of single storey rear extension

09/0003 2 Flowerdale, Manor Road
Erection of 3 Dormer windows to front roof slope and 2 Dormer windows to rear roof slope

MINUTES of a Meeting of Tatsfield Parish Council held on the 9th February 2009 in the Parish Room, Westmore Green, Tatsfield commencing at 7.30 p.m.

Present: Mr Ian Mitchell (Chairman) (in the chair) Mr Jon Allbutt Mr Giles Hawkes Mrs Carol Jordan Mrs Eileen Pearce Mrs Sandy Philibert Mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk), Mr Bob David (Tandridge DC Councillor) Mr David Hodge (Surrey CC Councillor) And 6 parishioners.

1. (a) Apologies – none.

(b) Declarations of Interest: Carol Jordan, Sandy Philibert and Giles Hawkes declared an interest in and took no part in the discussion of the planning applications numbered 08/1699 relating to 39 Paynesfield Road, 08/1757 relating to 47 Paynesfield Road and 08/1742 relating to 106 Paynesfield Road, by virtue of the proximity of these properties to their place of residence.

2. Minutes

The minutes of the meeting held on the 12 January 2009 were approved and signed as a correct record subject to:-

(a) the amendment of “Fretrade” to “Fairtrade” in the eighth line of Paragraph 8;

(b) the addition of “ It was also unanimously agreed that Carol Jordan should be the Council’s representative on the Steering Group.” at the end of Paragraph 8, and

(c) the amendment of the heading of Paragraph 9(b)(4) to read “Ricketts Hill Road Post-box”.

3. Action Points

(a) New Footpath across Tatsfield Green: The Vice-Chairman reported that the Contractor had now completed the outstanding work. No account had as yet been delivered.

Discussion took place with regard to the continuation of the footpath from Grey Gables to Manor Road. It was agreed that the exact location of extended footpath would need careful consideration and that a feasibility study should be undertaken involving consideration of road safety and the practical construction problems involved. Messrs Allbutt Philibert and Cameron who would report back to the Parish Council before consulting local residents were undertake this.

(b) Village Hall/Parish Room/Surgery Carpark: It was noted that the Vice-Chairman had been in discussion with the Chairman of the Hall Management Committee to agree on the arrangements for the carpark in the event of bad weather. It was agreed that these arrangements would be set out in writing and made available to all users of the carpark.

4. Tatsfield School

The Vice-Chairman reported that the meeting due to take place on Monday 8 February had been cancelled due to the bad weather and had been re-scheduled.

5. Planning

(a) Current Applications: Greg Watkins reported on the applications listed in Appendix A and the action agreed was as listed in Appendix A.

(b) Next Month’s Planning Councillor: Jon Allbutt

(c) Botley Hill Farm: The Chairman drew attention to the fact that an application for extension of the temporary permission for a marquee had been refused.

(d) Churchyard Extension: The Clerk confirmed that the Church had been notified that the Parish Council was willing to make the planning application and for the fee payable to be part of the grant previously agreed.

16. Finance

(a) Grants: The Clerk reported that the Finance Committee had recommended that (a) a grant of £500 should be made to the Tatsfield Vern Association to assist with the expenses involved with the forthcoming visit by guests from Vern d’Anjou at Easter 2009 and (b) a grant of up to £250 should be made to the Tatsfield Fairtrade Steering Group to cover the costs of hiring a hall and incidental expenditure. Both these recommendations were unanimously agreed.

(b) Payments to be authorised: in accordance with Appendix B

7. Highways & Rights of Way

(a) Village Centre: Sandy Philibert reported that she anticipated that the revised plans would be available by the March meeting.

(b) Highways: Sandy Philibert had circulated a detailed report that covered:-

(1) Potholes: Some potholes that had been reported to Surrey Highways were deemed by Surrey CC to be "off road" and consequently not within its responsibility for repair. Discussion took place as to whether frontagers should be asked to carry out remedial work and it was agreed that the Parish Council should not make any recommendation.

(2) Ricketts Hill Road: The work could be completed in the next week.

(3) Drainage: The drainage system in Kemsley Road and the unmade section of Westmore Road will need rebuilding for which major funding would have to be obtained. In the meantime, maintenance is impossible due to the condition of the road. It was agreed that Sandy Philibert would contact Surrey Highways and request that barriers were erected to prevent possible accidents caused by pedestrians tripping over the holes.

(4) Wildlife Signs: Nothing to report

(5) Flooding: Various matters reported to Surrey Highways for attention

(c) Bad Weather Road Salting: The Chairman indicated that the village had been very badly served by Surrey Highways in the recent bad weather. This involved failure to keep the main roads serving the village open and extended to the main arterial roads such as Titsey Hill which had been closed to all traffic for three days. There had also been failure to keep saltbins replenished so that residents could, at the very least, alleviate conditions by their own action. A general discussion took place during which strong views in support of the Chairman were made. Comparisons were made with the service provided in the London Borough of Bromley whereby roads had been kept open. As a consequence the 464 bus service between New Addington and Tatsfield had been terminated at Biggin Hill for at least one day because it was not considered safe to cross the local authority border into Surrey.

David Hodge responded by indicating that he was aware of the failure of the County Council to keep roads open and he would be asking questions to find out why this had happened. He pointed out that the naturally hilly area had been hit by an unprecedented and very heavy snowfall but he accepted that there had been very considerable disruption and failure to clear roads.

Bob David indicated that the feeling locally was very much that Tatsfield was not given adequate consideration.

(d) Ship Hill Closure: It was noted that whilst permission for a closure for Ship Hill had been obtained by EDF, the road would now not be closed but would be controlled by traffic lights whilst the work of laying a new cable was completed.

8. Notified Matters

(a) Parish Council Remuneration: The Chairman drew attention to the Recommendations made by the Tandridge Independent Remuneration Panel. This recommended that no allowance should be paid to Parish Councillors.

9. Reports from Members and Outside Organisations

(a) County Councillor: David Hodge had nothing further to report.

(b) District Councillor: Bob David reported on the following matters: -

(1) Botley Hill Farm: He indicated that he had spoken at the Planning Committee totally without success when the extension of the temporary permission was turned down. He also indicated that the Committee had indicated that an application for full permission could be made before the expiration of the temporary permission in September 2009.

(2) Recycling: Due to the bad weather, the start of extended recycling had been postponed and the service would now commence on Tuesday 10 February.

(3) Buses-4-U: The service continued to be well supported and he was hopeful that the service might be extended.

(4) Ricketts Hill Road Post Box: A new box had been installed but was not yet in use. He hoped that it would be in service very soon.

(5) Clarks Lane: He had been informed that litter picking took place every 6 weeks but he was pleased to say that as a result of his representations it would in future be every 4 weeks.

(c) Public Transport Provision: Greg Watkins had nothing further to report beyond that mentioned in Paragraph (b)(3) above.

(d) Policing: Nothing to report.

(e) Village Hall: Sandy Philibert had circulated a report dealing with various matters but in particular

(1) Rainwater Harvesting: The Management Committee was in favour of the installation of rainwater harvesting especially if water could be used for flushing toilets.

(2) Fundraising Events: Details provided

(3) Building Maintenance: The new external side lighting was a success.

(4) Salting: Detailed arrangements to be discussed.

(5) Fire Risk Assessment: This had been finalised.

(f) Tatsfield Youth Project: Jon Allbutt indicated that there was to be a meeting in the coming week. He had been unable to attend recent meetings due to business commitments. Giles Hawkes indicated that he had also been unable to attend meetings due to business commitments and these would also prevent his attendance at meeting for the next few months.

(g) Biggin Airport: The Chairman indicated that he was placing the recent meeting minutes in circulation. Air traffic movements at the airport were slightly fewer in 2008 than they had been in 2007. He also indicated that the Airport had obtained some time ago an outline planning permission for an hotel and it was likely to submit an application for a 75 bed hotel shortly as a compromise between the already approved application for 50 beds and the refused applications for 100 beds. He expected this application to be approved.

110. Parish Council Property and Land

(a) Village Hall: Jon Allbutt reported that, as the Hall Committee had indicated its approval to the possible use of rainwater harvesting, he suggested that the matter should be considered in more detail as there were some practical matters to be considered. After discussion, Giles Hawkes offered to obtain professional advice on the matter and seek an indication of the costs of installation.

(b) Westmore Green

(1) Pond: Jon Allbutt indicated that he had obtained two quotations and would now obtain a third quotation for consideration by the Council.

(2) Westmore Green Noticeboard: Giles Hawkes reported that the posts supporting the board were rotted in places and he felt that it was sensible to replace the posts at the same time as the board was renovated. This would involve a cost of £320 in addition to the cost of renovating the board of £160 already agreed. It was unanimously agreed that the posts should be replaced at a cost of £320. Giles Hawkes also agreed to ask for remedial work to be done on the School Corner noticeboard.

(3) Erosion: The Chairman reported that he had been approached by a resident very concerned at the erosion taking place along the southern section of Westmore Green. This was caused by cars pulling in on the Green and he considered that steps should be taken to prevent this. The possibilities included creating a bund along the entire edge of the green possibly using spoil from the new school site the installation of posts at intervals along the edge of the Green. From discussion that took place, it was clear that there were conflicting views as to the action required and it was agreed to monitor the matter for 3/6 months and then to discuss the matter further.

(c) Millennium Wood: Jon Allbutt distributed copies of a draft Management Plan produced by Surrey Downland Project. He asked that members should read it through and let him have any comments they might have so that the matter could be discussed at the next meeting with a view to its approval prior to calling a public meeting to discuss its contents.

10(d) Parish Room & Surgery: The Chairman indicated that there were matters of commercial sensitivity to be discussed and proposed that the press and public should be excluded during the discussion of this matter at the conclusion of the meeting. This was agreed unanimously

11. Meetings to Attend/Correspondence- None

12. Any Other Business

(a) Emergency Plan: Jon Allbutt indicated that he considered that the recent bad weather had highlighted the need to have certain items of equipment available for use. After discussion, it was agreed that he would draw up a list of the equipment he had in mind with a view to matter being discussed at the next meeting. The Chairman asked that the list should be circulated to all members 10/14 days prior to the next meeting.

(b) Sustainable Communities Act: Carol Jordan expressed disappointment at the lack of response from members on this subject. It was agreed that she would re-circulate the information and that it would be placed on the agenda for the next meeting.

(c) Public Liability Insurance: Greg Watkins asked the Clerk to circulate members with details of the current public liability insurance cover held by the Parish Council.

(d) Recycling Centre: Giles Hawkes indicated that he considered that this area needed tidying up and he agreed to discuss the matter with the proprietor of The Ship and, if appropriate, Tandridge DC and report back.

(e) Affordable Housing: Carol Jordan agreed to make enquiries to ascertain the present position with this matter.

The Meeting closed at 10.10 p.m.

Subjects raised in Public Adjournments

1. Kemsley Road drainage
2. Hall car park lighting
3. Lusted Hall Lane potholes
4. Provision of Green Saltbins
5. Beaconshaw hedge

Appeals

08/0629 Dell Cottage, Goatsfield Road

08/0533 Del-a-Cor, Lusted Hall Lane

08/0461 Hillview House, Manor Road

08/0633 Furze Corner, Approach Road

PLANNING

CURRENT APPLICATIONS:-

08/169939 Paynesfield Road: Conversion of existing house into two self-contained dwellings
Recommendation: Objection to be lodged based on impact on street scene and increase of traffic.

08/1742 106 Paynesfield Road: Erection of two storey side extension Recommendation: No objection

08/1757 47 Paynesfield Road: Erection of single storey rear extension Recommendation: No objection

09/0003 2 Flowerdale, Manor Road: Erection of 3 Dormer windows to front roof slope and 2 Dormer windows to rear roof slope.

MINUTES of a Meeting of Tatsfield Parish Council held on the 9th March 2009 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.

Present: Mr Ian Mitchell (Chairman) (in the chair) Mr Jon Allbutt Mr Giles Hawkes (for part of meeting) Mrs Carol Jordan Mrs Sandy Philibert Mr Greg Watkins

In Attendance: Mr John Sandiford (Clerk) Mr Bob David (Tandridge DC Councillor) Mr David Hodge (Surrey CC Councillor)

And 15 parishioners.

1. (a) Apologies Mrs Eileen Pearce
- (b) Declarations of Interest:

2. Minutes

The minutes of the meeting held on the 9th February 2009 were approved and signed as a correct record.

3. Action Points

(a) New Footpath across Tatsfield Green: The Chairman reported that no decision as to the second stage of the footpath had been reached – on which side of Ricketts Hill Road it should be and what the road safety implications are. A feasibility report was awaited from Jon Allbutt, Sandy Phillibert and Alan Cameron. Sandy Philibert reported on the drainage problems that had been encountered since the first section of the path was completed. A drainage expert had given advice and Jon Allbutt explained what steps would be taken to remedy the problem.

Sandy Philibert reported that she had obtained an estimate in the sum of £1425 + VAT for the necessary works to the roadside edge at the top of Old Lane. She would obtain two further quotes for this work.

(b) Village Hall Car park: Jon Allbutt reported that arrangements had been agreed with the Hall Management Committee and had been put into practice for a trial period. As they appeared to have worked well, he would arrange for these arrangements to be set out in writing so that copies could be distributed to all parties who might be affected.

4. Tatsfield School

The Chairman reported that at the March Client Liaison meeting it had been reported that the building programme was still about four weeks behind. There would be a full assessment of the situation made at the end of March, but the contractual completion date remained 26 April 2010. The foundation beds for the MUGA had been laid. [Further discussion on the MUGA was held over to Part 2 of the meeting].

The contractor had agreed to a request from a resident living next to the site for an earth bund to be reduced in height.

The Chairman indicated that there were matters of commercial sensitivity to be discussed with regard to the MUGA and proposed that the press and public should be excluded during the discussion of this matter at the conclusion of the meeting. This was agreed unanimously.

5. Planning

(a) Current Applications: Jon Allbutt reported on the applications listed in Appendix A and the action agreed was as listed in Appendix A.

(b) Next Month's Planning Councillor: Giles Hawkes.

(c) Churchyard Extension: The Clerk indicated that he had just received the planning application form duly completed and a cheque for the fee payable was included in Appendix B.

1(e) Dell Cottage, Goatsfield Road: The Chairman noted that an application to extend this property had been turned down on appeal as inappropriate and harmful to the openness of the Green Belt, but not on the grounds that it represented the loss of a small dwelling as had been suggested by the Parish Council.

1

16 Finance

(a) Payments to be authorised: in accordance with Appendix B

(b) RASP: Further details had been received about the RASP (Rural Access to Services) programme of

grants for local projects. Jon Allbutt reported that he had established that although much of Tatsfield was not within the Surrey Hills AONB, Tatsfield did qualify for grants under the Surrey Hills Leader Programme. He was hopeful that grants could in due course be obtained for the schemes for improvement of the Pond and the Millennium Wood.

7. Highways & Rights of Way

(a) Snow clearance: David Hodge reported that he was due to attend a meeting on 2 April to consider a report on the way in which Surrey Highways had performed during the recent heavy snowfall. He would receive a copy of the report beforehand and he would disclose its contents as soon as he was allowed to do so. Jon Allbutt asked why the County not longer employed the services of local farmers to help in keeping the roads open.

(b) Village Centre: Sandy Philibert reported that she hoped that the revised plans would be available at the April meeting. She had been told that it was anticipated that the work could be programmed for August.

(c) Highways: Sandy Philibert had circulated a detailed report that covered:-

(1) Potholes: The updated position.

(2) Ricketts Hill Road: This work had been completed.

(3) Drainage: A request had been made Surrey County Council to make safe the uncovered soakaway in Kemsley Road.

(4) Wildlife Signs: The location of the signs had been agreed with Surrey Highways and a quotation for the supply and erection of these signs was being obtained.

(d) Old Lane off-road edge repair: The quotation from Nick Knox Plant Hire for £1425 + VAT was noted and it was agreed to further quotations would be obtained.

(e) Approach Road: As a result of the letter sent by the Clerk to the frontager asking for the hedge to be cut back, it was noted that this work had been commenced.

8. Notified Matters

(a) Emergency Equipment: Jon Allbutt indicated that he had drawn up a list of equipment that he considered necessary to cope with emergencies such as very bad weather. It was agreed that he would circulate full details to members in order that the matter could be given full consideration at the next meeting.

(b) Sustainable Communities Act: Carol Jordan proposed that the Parish Council should support the objects of the European Communities Act and should write Tandridge DC to urge it to "opt in" to the new Sustainable Communities Act process when invited to be central government in October 2009. After discussion, this was unanimously agreed. It was further agreed that Carol Jordan would draft an appropriate letter and circulate for approval.

(c) Public Liability Insurance: Greg Watkins indicated that it was imperative that users, with the Parish Council's consent, of Westmore and Tatsfield Greens must have adequate public liability cover. He had seen and approved the standard letter sent by the Clerk in these cases and he had also been furnished with details of the cover provided by the Parish Council's Insurers.

The Clerk reported that Tatsfield Scouts wished to use Westmore Green on the 12th April for an Easter Egg Hunt and on the 5th July for the annual Village Fete. This was agreed and the Clerk undertook to bring the requirement for adequate Public Indemnity insurance cover to the attention of the organiser.

(d) Recycling Centre: Giles Hawkes indicated that the owners of the site were happy for a fence to be erected to screen the site. He was obtaining estimates of the cost.

(e) Affordable Housing: The Chairman noted that Tandridge DC was initiating a Strategic Housing Land Availability Assessment, but while it considered it was quite likely the SHLAA would identify sufficient land within the built up areas, government guidance required the Council to, at least, look at green field sites in case the supply from the built up areas was insufficient. A press release had been circulated to members. Jon Allbutt indicated that he was very concerned that the "snagging" at The Copse development appeared to be sadly lacking and he was chasing this up with English Rural Housing.

(f) Annual Parish Meeting: It was agreed that this would be held on Tuesday 19th May 2009 in the Village Hall.

9. Reports from Members and Outside Organisations

(a) County Councillor: David Hodge reported on the following matters:-

(1) Church Lane: He had established that the flooding was the responsibility of Thames Water.

- (2) County Council Elections: These were due to take place on 4 June but he was not sure as yet when the pre-election ‘purdah’ period would officially start.
- (3) Highway Salting: He anticipated that the report on this matter would be available shortly.
- (b) District Councillor: Bob David reported on the following matters: -
- (1) Buses-4-U: The trial of the local service to Oxted twice weekly had been successful and he was optimistic that this service would now become permanent.
- (2) Westmore Green Play Area: Whilst the existing swings would be replaced, the playground did not feature in the top 12 playgrounds due to be refurbished. Consequently it would, at least, be 2 years before this would occur.
- (3) Planning: New regulations had now come into force whereby the time for appeals to be lodged had been reduced to six weeks.
- (4) SHLAA: He understood that this was very unlikely to affect any land in Tatsfield
- (5) The Copse: He was also trying to ensure that “snagging” at this development was completed fully.
- (c) Tatsfield Community Responders: Jon Allbutt reported that he regretted that the number of volunteers was now reduced to three. There was difficulty in recruiting new volunteers because SECAM was not providing training. As a consequence the three remaining volunteers were under considerable pressure. The Chairman indicated he would be willing to take up the matter if the Responders wished him to do so.
- (d) Village Hall: Carol Jordan reported that contract cleaners were now being employed and Mike Lambert had agreed to check the Hall before and after big functions to ensure everything was in order. Jon Allbutt also indicated that further investigations were required before a decision was made with regard to rainwater harvesting.
- (f) Biggin Hill Airport: The Chairman indicated that the minutes of the latest meeting had been placed in circulation.

110. Parish Council Property and Land

- (a) Village Hall: Jon Allbutt reported on the possible use of rainwater harvesting.
- (b) Surgery/Parish Room: Giles Hawkes indicated that the surveyor had reported that the possible settlement crack was not a cause for concern. He also reported that one of the recently repaired ventilation vents had already been damaged. This would be dealt with as soon as possible. It was wondered whether CCTV would help to identify the offenders.
- The Chairman indicated that there were other matters of commercial sensitivity to be discussed and proposed that the press and public should be excluded during the discussion of this matter at the conclusion of the meeting. This was agreed unanimously.
- (c) Tatsfield Green
- (i) Tatsfield Green: The Chairman indicated that there were matters of commercial sensitivity to be discussed and proposed that the press and public should be excluded during the discussion of this matter at the conclusion of the meeting. This was agreed unanimously.
- (ii) Pond: Jon Allbutt indicated that it was clear that work could not be commenced before any grant had been approved. He confirmed that a specification for the necessary work to the Pond had been prepared and he had obtained two quotations but a third was required. He agreed to obtain this as soon as possible.
- (d) Westmore Green:
- (i) Access to Bassetts: Nothing to report
- (ii) Use by Scouts: See under 8(c) Public Liability Insurance - Use of Green by Scouts.
- (iii) Noticeboard: Giles Hawkes reported that the board was undergoing renovation at the present time.
- (iv) The End: The Clerk indicated that he had received a complaint from the owners of this property that flooding was occurring as a result of work carried out by Surrey Highways. It was agreed that Sandy Philibert would investigate and the matter would be placed on the agenda for the next meeting.
- (v) Accidental Damage to tree on Westmore Green: Sandy Philibert indicated that the new tree would be delivered and planted on 2 April. She would ensure that the tree was kept watered.
- (e) Millennium Wood: It was unanimously agreed that the report recently circulated by Jon Allbutt covering the future maintenance of the Wood should be accepted. He indicated that the next stage was to carry out a survey of the trees and he would report back when this was complete.
- (f) Old Lane Ditch & BT Cable: Jon Allbutt reported that the ditch had been cleared of debris and local residents were very pleased.

11. Meetings to Attend/Correspondence-

(a) Chelsham & Farleigh APM: 15th April at Farleigh Hall, Farleigh Court Road, Farleigh at 8.00 p.m.

(b) SCC Leader Workshop: 26 March

(c) Tatsfield School Governors Meeting: 11 March.

12. Any Other Business - None

The Meeting closed at 10.25 p.m.

Subjects raised in Public Adjournments

1. Tatsfield Green Path

2. Planning

PLANNING

RESULTS:-

Approved

O8/1699 39 Paynesfield Road Objection lodged

Refused/Withdrawn

Appeals

08/0629 Dell Cottage, Goatsfield Road Dismissed

08/0533 Del-a-Cor, Lusted Hall Lane

08/0461 Hillview House, Manor Road

08/0633 Furze Corner, Approach Road

CURRENT APPLICATIONS:-

08/0393 The Paddocks, Lusted Hall Lane Retention of front steps Recommendation: Information required from Tandridge Planning before a recommendation could be made

09/0149 Monsal, Old Lane Erection of two storey rear extension Recommendation: To be dealt with by the next Planning Councillor