

# **MINUTES of a Meeting of Tatsfield Parish Council held on the 10th April 2006 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.**

Present: Mr Alan Fry OBE QPM (in the chair)

Mr Jon Allbutt

Mr Tony Erbes Mrs Wendy Maddison

Mr Ian Mitchell Mr David Wood

In Attendance: Mr John Sandiford (Clerk),

Mr David Hodge (Surrey CC Councillor)

Mr Bob David (Tandridge DC Councillor)

And 2 parishioners.

1. Apologies Mrs Margaret Boadella

2. Minutes

The Minutes of the meeting held on the 13th March 2006 were approved and signed as a correct record.

3. Matters Arising:

(a) Westmore Green Children Play Area: Jon Allbutt indicated that he had nothing to report. .

4. Tatsfield School

The Chairman reported that, as he had already informally reported to members, he had attended a Project Meeting at the School on 22 March when the Surrey officers had briefed those present on the latest plans. His concerns and those of all members about those plans were concentrated on the proposed access and, in particular, the arrangement of the parking places. He, David Hodge and Bob David had discussed these aspects with Ousman Sanyang of Surrey Highways at a meeting on 30 March and he was of the opinion that the meeting had been beneficial and that there was better appreciation of the points made by the Parish Council. He had written to Surrey Highways detailing the anticipated additional use for leisure facilities and he was hopeful that there would be a relaxation of attitude about parking provision. Unfortunately, Ousman Sanyang would be leaving Surrey Highways on 30 April and someone else would be dealing with the matter thereafter.

The Public Meeting held on Monday 3 April had gone off successfully and as members had been present, he did not propose to report on that in detail.

The Clerk reported that Peter Dickin had now been supplied with a copy of the latest plans and it was his opinion that 15 exclusive parking places for the use of the Village and Parish Room were not sufficient. General discussion took place during which it became clear that members were extremely concerned that there had been no meaningful negotiations about the terms on which the L-shaped Field would be incorporated into the new school project. It was agreed that an early meeting should be sought with Surrey in order to make clear the Parish Council's concerns at the lack of detail available.

As he had made known to members the following indicative programme had been provided by David Hodge for the Village centre:-

Local Committee funding for feasibility and consultation approved 24 March 2006

Feasibility work from June 2006 onwards

Informal consultation late 2006

Local Committee approval 26 Jan or 23 March 2007

Design detail April 2007 onwards

Formal consultation (Traffic Orders) Late 2007

Construction 2008

5. Planning Matters

(a) Declaration of Interests: Prior to any discussion taking place, Ian Mitchell declared a personal prejudicial interest in respect of Application No.06/0400 as the owner of land adjoining Greenway Cottage, Greenway,

Tatsfield. Wendy Maddison also declared a personal prejudicial interest in respect of Application No.06/0460 as she was related to the applicants. Both left the room while the respective applications were considered.

(a) Current Applications: Wendy Maddison reported on the applications listed in Appendix A with exception of Nos.06/0400 and 06/0460 and the action agreed in respect of those applications is as shown in Appendix A.. Alan Fry then reported on Applications Nos.06/0400 and 06/0460 and the action agreed in respect of those applications is as shown in Appendix B.

(b) Sundry Planning Matters:

(1) Planning Protocol: The Clerk reported that he had received suggested amendments from Bob Evans and it was agreed that he would circulate a copy of the Protocol and the amendments to all members. The Protocol would then be considered at the next meeting.

(2) Bromley Unitary Development Plan: The Clerk reported that this Plan had now been adopted and the three documents involved had been published and were available for public inspection.

(3) Tandridge DC Local Development Framework: The Clerk reported that Tandridge DC would be issuing for public consultation the Core Strategy and Affordable Housing Preferred Options documents in May. A briefing was being held on 23 May and two councillors were invited. It was agreed that Alan Fry and Ian Mitchell would attend.

(4) Lusted Hall Lane Affordable Housing Development: It was noted that some preliminary groundwork had commenced on the site.

(5) South East Plan: Ian Mitchell indicated that the South East Regional Assembly had submitted this Plan to the Government and it was open to public consultation until 23 June 2006. He would go through the documents and report back.

(c) Planning Councillor: Ian Mitchell

## 6. Finance

(a) Grants: Nothing to report

(b) Hall Loan Repayment: The Clerk indicated that Appendix B provided for the repayment of the loan on the 10 April 2006. The amount of £12,260 was more than the amount required but a detailed redemption would be supplied and a refund of any over-payment made.

(c) Audit: The Clerk reported that the audit would take place on 20 October 2006.

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

## 7. Highways & Rights of Way

(a) Highway Matters:

(1) Lusted Hall Lane/Ricketts Hill Road: The Clerk indicated that he had heard nothing from BT in this matter.

(2) Traffic Speed Survey: Jon Allbutt reported that he had nothing to report.

(3) Old Lane: The Chairman indicated that he had had chaired a meeting on 3 March attended by the Clerk and by John Lawrence (Deputy Director of Environmental Control) Hilary New (TDC Community Safety Manager), Richard Coles (TDC Waste Enforcement Officer), Inspector Steve Whitcombe (Surrey Police), Bob David and 3 residents of Old Lane. There had been an explanation given by the officials of the extent of their respective powers and the actions that they were taking. The residents had expressed complete satisfaction with the attention that the Police were giving to the matter although there was constantly delay in information reaching the right sources. The residents were less happy with the perceived lack of action on the part of Tandridge DC. In an endeavour to improve communications, Hilary New volunteered to act as the co-ordinator. It was agreed that all communications would be addressed to her and she would ensure that the relevant departments were advised. Residents were urged to keep a record, particularly over the next 2/3 months, of all events occurring in relation to the youth concerned and the property where he lived. The Chairman also suggested that members might wish to lend their support to residents by making unscheduled visits to Old Lane and recording details.

. It was noted that the juvenile court hearing scheduled for 5 April when an application for an ASBO was to have been made had been postponed because of a technical formality. A new date had not yet been fixed.

(b) Rights of Way Matters:

(1) Bridleway No.648 Paynesfield Road: The Clerk indicated that some residents have expressed a wish to prevent vehicular traffic using the unmade part of this road that is a public bridleway. The reasons given

were because this section is so narrow that it is almost impossible for horses and vehicles to pass and also because there was a belief that traffic will increase with the advent of the new school. Surrey CC have been approached and asked if a post could be erected in the middle of road to prevent vehicles using it. Surrey have indicated that it would not be prepared to do this because it would prevent anyone with legitimate private vehicle access rights from exercising those rights. It had suggested that the Parish Council “may wish to consider attempting to get those people with vehicular rights to waive those rights and then the Parish Council could install such a post.” After discussion, it was agreed that no action would be taken until more evidence was available as to the extent of the use of the bridleway.

## 8. Reports

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

(1) Tatsfield School: He wished to reassure the Parish Council that Surrey was fully committed to this project and a budget of £6m had been approved. The preliminary planning stage was well in hand and a contractor had been appointed. He summarised the present position and indicated that he would continue his efforts to ensure the matter proceeded quickly.

(2) Highways: He was concerned at the service provided by the County Contractor as compared to that provided by a different contractor in West Surrey. Because of financial restraints, the workforce was being pruned and the depot at Oxted and, possibly, at Godstone, were likely to close.

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

(1) Westmore Green: He was pleased to report that Thames Water had done a very good job to repair the flood damage that occurred near Rose Cottage.

(2) Vandalism: There had been some recent vandalism in the village involving egg throwing and damage to daffodils.

(3) Tandridge Magazine: He drew attention to the excellent magazine published by Tandridge DC.

(c) Police Matters: Ian Mitchell indicated he had nothing to report. The Clerk reported that he had received a letter from the Chief Constable and the Chairman of the Police Authority indicating that they had been asked to agree a merger with Sussex Police to create a single strategic police force. The letter indicated that, whilst there were concerns over the merger, they were committed to doing their very best for the people of Surrey. However, it had subsequently been announced that both Police Authorities were opposed to the merger and were making representations accordingly.

(d) Biggin Hill Airport: Ian Mitchell reported that the next meeting of the Joint Consultative Committee would be 27 April.

(e) Transport Matters: Alan Fry drew attention to the reduction in the 411 bus service which had occurred without any consultation. Details of the revised service had been placed on the Notice Board. The Clerk confirmed that he had written to the Mayor of London with regard to the problem that had indirectly arisen from teenagers being granted free bus travel.

(f) Risk Assessment: Nothing to report.

## 9. Notified Items:

(a) Youth Activities: Jon Allbutt indicated that funding opportunities were being investigated.

(b) Parish Emergency Plan: Jon Allbutt indicated he had nothing to report.

## 10. Village Hall

(a) Management Committee Report: Tony Erbes reported that there had been a very successful fundraising function held recently.

(b) Village Hall Constitution: Nothing to report.

(c) Village Hall Lease: It was unanimously agreed that the public and press should be excluded whilst this matter was discussed as it involved the discussion of the terms of a legal contract to be entered into by the Parish Council.

## 11. Property & Land Maintenance

(a) General:

(1) Parish Room- Access: Nothing to report

(2) Beech Wood, Ricketts Hill Road: Jon Allbutt had nothing to report.

(3) Surgery Carpark: Tony Erbes was authorised to arrange for the area to be generally tidied up and for vegetation to be cut back.

(b) Tatsfield in Bloom: Jon Allbutt reported that the judging for South East in Bloom would take place on 11 July 2006. Everything was proceeding well and it had been agreed that there would be as much as water reduction as possible and this had been well received by the National Organisers. Consideration was being given to a wrought iron relief "Tatsfield" sign adjacent to the junction of Approach Road and Clarks Lane and a financial grant was being sought. He also reported that Tandridge DC had offered to re-seed the bare area at the southern end of Westmore Green.

(c) Pond: Wendy Maddison indicated that a collection of plants had been donated and she was investigating the cost of planting them.

#### 12. Meetings to Attend

(a) Chelsham & Farleigh Annual Parish Assembly: 26 April 2006 at 8 p.m. at Farleigh Hall, Farleigh Court Rd. Warlingham.

(b) Surrey Community Action Chairs Forum: 20 April 2006 at Runnymede Centre, Chertsey Road Addlestone 1.30-20.00 p.m.

(c) Woldingham Parish Meeting: 18 May at 7 p.m. at Woldingham Village Hall

#### 13. Correspondence

(1) Parish Council Toolkit: The Clerk was asked to highlight matters that required bringing up to date so that these could be discussed at a subsequent meeting..

#### 14. Any Other Business

(a) Annual Parish Meeting – 17 May 2006: The Chairman indicated that Chief Constable Bob Quick had accepted an invitation to be the Guest Speaker. The Clerk indicated that invitations would be sent out shortly.

(b) Parish Council Website: Ian Mitchell indicated that Surrey CC was offering facilities so that all Parish Council were featured on the County Council website and he was investigating this.

The Meeting closed at 10.25 p.m.

#### APPENDIX B - planning

##### RESULTS:-

Approved

05/1891 Church Farm Barns, Church Hill

06/0089 22 Shipfield Close

06/0145 Wood Pole Line, Ricketts Hill Road

06/0162 Wood Pole Lines, Kemsley Road

Appeals Pending

05/0843 Woodlands, Old Lane

##### CURRENT APPLICATIONS:-

06/0294 Thriftwood Cottage, Broomlands Lane, Demolition of Conservatory; erection of first floor side extension and first floor front extension; loft conversion with rooflights to front rear and side slopes. (description amended to include words in bold type). Recommendation: Objection to be lodged based on development in MGB and excessive increase.

06/0327 Top of the Down, Ricketts Hill, Erection of single storey side extension with pitched roof over and part conversion of roof to provide habitable rooms with dormer windows to side, front and rear roof slopes. Recommendation: No objection

06/0395 111 Paynesfield Road Erection of single storey side extension with modification to accommodation

within resultant roof space. Recommendation: No objection

06/0400 Land adjacent to Greenway Cottage, Greenway Demolition of building and erection of chalet bungalow with integral double garage. Recommendation: No objection

06/0460 Fernlea, Old Lane Erection of single storey rear extension, part infill and repitch of roof slope (Certificate of Lawfulness for Proposed Development). Recommendation: No objection

06/0468 Park Farmhouse, Rag Hill Road Erection of detached double garage Recommendation: To be dealt with by next Planning Councillor

06/0479 Kingscote Farm, Lusted Hall Lane Erection of 17.5m high Monopole supporting 6 antennae with 3 equipment cabinets and ancillary development. Application by O2 (UK) Ltd (Consultation by Bomley LB) Recommendation: To be dealt with by next Planning Councillor

## **MINUTES of a Meeting of Tatsfield Parish Council held on the 8th May 2006 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.**

Present: Mr Alan Fry OBE QPM (in the chair)

Mr Jon Allbutt Mrs Margaret Boadella

Mr Tony Erbes Mrs Wendy Maddison

Mr Ian Mitchell Mr David Wood

In Attendance: Mr John Sandiford (Clerk),

Mr David Hodge (Surrey CC Councillor)

Mr Bob David (Tandridge DC Councillor)

And 4 parishioners.

1. Apologies - None

2. Election of Chairman and Vice Chairman

(a) Election of Chairman: The Chairman asked for nominations. David Wood proposed and Wendy Maddison seconded the nomination of Alan Fry. As there was no other nomination, the Chairman declared himself re-elected to the office of chairman. A vote of thanks was unanimously passed to the Chairman for his work in the preceding year.

(b) Election of Vice Chairman: The Chairman proposed and Wendy Maddison seconded the nomination of David Wood. As there was no other nomination, the Chairman declared David Wood re-elected to the office of Vice-Chairman. The Chairman thanked the Vice-chairman for his support during the past year.

3. Declarations of Interest: None

4. Minutes

The Minutes of the meeting held on the 10th April 2006 were approved and signed as a correct record.

5. Matters Arising:

(a) Surgery Carpark: Tony Erbes indicated that he would chase this matter up and, if necessary, obtain the services of a different contractor to tidy the carpark.

6. Delegation of Responsibilities

It was agreed that members would advise the Clerk if they wished to change any appointments and the matter would be finalised at the next meeting..

## 7. Tatsfield School

The Chairman reported that he and the Clerk, together with Peter Dickin had had a meeting with Surrey Councillor David Hodge accompanied by Steve Evans (Estates Department) and Beverley Spooner (Education Department) on 26 April. The Clerk had circulated detailed notes of this meeting and so members were aware of the discussions that had taken place. This meeting had been followed on 28 April by an informal meeting with members of the Village Hall Management Committee to brief them on the outcome of this meeting with Surrey CC ahead of the meeting of the Project Committee on 3 May. The Hall Committee had expressed their appreciation of the fact that they had been so fully informed of developments.

The Chairman reported that, at the last Project Meeting, it had been suggested that the submission of the planning application would be delayed because an officer was on holiday.

David Hodge then indicated that the application could be submitted the following day if the Parish Council would confirm that it wished to proceed. The Chairman indicated that the Parish Council had stated from the very beginning of this matter that it was prepared in principle for the L-shaped Field to be the subject of negotiations with a view to it becoming part of the new school site. It was unanimously agreed that this remained the Parish Council's position. David Hodge confirmed that he would authorise the submission of the planning application the following day.

The Clerk indicated that there were other matters to discuss and as these involved the terms of the legal agreement to be entered into with Surrey CC, it was unanimously agreed that the public and press should be excluded whilst these matters were discussed.

## 8. Planning Matters

(a) Current Applications: Ian Mitchell reported on the applications listed in Appendix A and the action agreed is as shown in Appendix A..

(b) Sundry Planning Matters:

(1) Planning Protocol: It was agreed that discussion of the draft Protocol would be postponed to the next meeting as the Chairman was seeking further information from Tandridge DC.

(2) Bromley Unitary Development Plan: The Clerk reported that this Plan had now been adopted and the three documents involved had been published and were available for public inspection.

(3) Tandridge DC Local Development Framework: Ian Mitchell would be attending a briefing on this matter by Tandridge DC being held on 23 May. David Wood said he hoped to attend.

(4) Lusted Hall Lane Affordable Housing Development: Discussion took place about the name to be proposed for this development and it was agreed that members would give the matter further thought and that the matter would be mentioned at the Annual Parish Meeting.

(5) Sevenoaks DC Local Development Framework: The Clerk reported on the recent update received in this matter.

(6) South East Regional Plan: It was agreed that Ian Mitchell would consult Tandridge DC as to the terms of its response in this matter so that the Parish Council response could support it.

(c) Planning Councillor: David Wood

## 9. Finance

(a) Grants: The Clerk reported that he had received a request from East Surrey Museum for a donation towards a fund to buy more of the Roger Packham collection of historic postcards. Have obtained a grant of £3000 from Caterham Barracks Environmental Fund but need as much again. After discussion it was agreed that a donation of £50 be made.

(b) Hall Loan Repayment: The Clerk reported that the Hall loan had now been repaid and the final amount required to redeem was £12,159.15. As a consequence an overpayment of £100.85 had been made for which a cheque had been received.

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

## 10. Highways & Rights of Way

(a) Highway Matters:

(1) Lusted Hall Lane/Ricketts Hill Road: The Clerk indicated that he had heard that the telephone box was to

be removed but it might some time before it was removed. The box had been vandalised recently and been very promptly repaired. The Tatsfield sign at this junction had also been vandalised and this had been reported to Surrey Highways. It had been repaired and re-instated immediately.

(2) Traffic Speed Survey: Jon Allbutt indicated that he had nothing to report but undertook to chase the matter up by the next meeting.

(3) Old Lane: It was noted that the situation appeared to have improved to some small extent over the past few weeks. No new date had yet been given for the ASBO hearing.

(c) Rights of Way Matters: Nothing to report.

## 10. Reports

County Councillor: David Hodge reported on the following matters:

(1) Tatsfield School: As indicated in para 7.

(2) Highways: He was aware of the serious concern of the Parish Council about the bad state of repair of local roads and he assured members that the matter was being taken up at the highest level. He was unable to say anything further at present.

District Councillor: Bob David reported on the following matters:

(1) Local Bus Services: There was considerable local concern at the recent cutback in the 411 bus service and he wondered whether the Parish Council would be prepared to consider fund a replacement service. The Chairman indicated that he felt that before this could be considered, evidence would have to be produced to show that Buses4u could not cover the loss of the 411 service.

(2) Fly-tipping: He drew attention to the very efficient rubbish removal service and emphasised the need for information from the public to enable the Council to prosecute fly-tippers.

(3) Titsey Hill: He drew attention to the forthcoming closure of Titsey Hill for road repairs and he urged Surrey Highways to give early notice of the exact dates of closure.

(4) Deer: He also drew attention to a recent accident in Ricketts Hill Road when a deer had been badly injured and had to be put down. He had asked Surrey Highways to consider whether it warranted the erection of warning signs.

Police Matters: Ian Mitchell indicated that, at the Police Community Liaison that had preceded the Council meeting, discussion had taken place about the benefits to be gained from Neighbourhood Watches despite the fact that the Police were unable to pass information in sufficient time for that information to be of the greatest use.

Biggin Hill Airport: Ian Mitchell reported that, at the recent meeting of the Consultative Committee, it had been reported that the last quarter had been the worst quarter ever for private air traffic and the best quarter ever for commercial traffic. Medical emergency flights were increasing and this caused some difficulty at times because of the restrictions on flying hours. The relationship between the Operator and the London Borough of Bromley seemed to be as bad as ever and it seemed that there was little prospect of this situation improving. Complaints about low flying were almost negligible.

Transport Matters: The Clerk indicated that he had received a reply to his letter to the Mayor of London from London Buses. This indicated that a special Transport Operational Command Unit (TOCU) had been set up to police the bus network and TOCU was closely monitoring youth disorder on the bus network through the analysis of TFL incident data and Metropolitan Police crime data. The concern of the Parish Council was appreciated. It pointed out that as Child Oyster Photocards were at present valid to age 16 and from September age 18, these would need to be updated regularly due to the change in appearance of younger passengers and therefore the help that these cards give to low income families would be reduced "due to administration fees". The views of the Parish Council would be taken into consideration.

(f) Risk Assessment: Nothing to report.

## 12. Notified Items:

(a) Youth Activities: Jon Allbutt reported that funding for the County Youth Worker, John Twigg, had been confirmed for the year ahead. Arrangements were in hand for all the present voluntary helpers to be properly registered and this would involve the payment of fees. It was also hoped to organise outdoor activities and this would involve transport costs. He hoped that the Parish Council would give some financial and agreed to produce definite information as to the amounts involved. It was unanimously agreed that financial support

would in principle be favourably considered.

(b) Parish Emergency Plan: Jon Allbutt had nothing to report.

(c) Annual Parish Meeting: The Chairman indicated that the Chief Constable was unlikely to be able to attend due to health reasons. He hoped that someone would deputise for him. It was agreed that tea, coffee and biscuits would be provided.

### 13. Village Hall

(a) Management Committee Report: Nothing to report.

(b) Village Hall Constitution: Nothing to report.

(c) Village Hall Lease: It was unanimously agreed that the public and press should be excluded whilst this matter was discussed as it involved the discussion of the terms of a legal contract to be entered into by the Parish Council.

### 14. Property & Land Maintenance

General:

(1) Parish Room- Access: Nothing to report

(2) Beech Wood, Ricketts Hill Road: Jon Allbutt regretted that he had nothing to report

(b) Tatsfield in Bloom: Jon Allbutt reported that Westmore had been successfully re-seeded in two areas by Tandridge DC. All preparations were well in hand.

(c) Pond: There was no report as Wendy Maddison had had to leave the meeting early.

### 15. Meetings to Attend

(a) Woldingham Parish Meeting: 18 May at 7 p.m. at Woldingham Village Hall

(b) Tandridge Access Group AGM: 6 June 2006 at 2.00 p.m. at Council Offices, Oxted.

(c) N Tandridge History Centre AGM: 25 May 2006 at 7.30 p.m. at Chaldon Church – Ian Mitchell to attend.

### 16. Correspondence

(1) Clean Neighbourhoods & Environment Act 2005: The Clerk had distributed a copy of the letter from DEFRA concerning this matter. It was agreed that the question of dog fouling in public places was the only area where there was concern.

(2) Local Authority Byelaws in England: The Clerk drew attention to this discussion paper issued by DEFRA in respect of which comments could be made before June.

### 17. Any Other Business

(a) Vern d'Anjou Association: Margaret Boadella reported that there had been a successful visit to Vern and the Mayor of Vern had sent best wishes to the Parish Council.

(b) Paynesfield Road: David Wood reported that residents of the unmade portion of this road claimed that they owned half the width of the road and considered that they might have power to restrict traffic from using the road.

The Meeting closed at 10.29 p.m.

### PLANNING

#### RESULTS:-

#### Approved

06/0282 Crayford Cottage, Johns Road - Representations made

06/0307 11 Westmore Road

06/0322 2 Beacon Shaw, Approach Road - Objection lodged

#### Refused

95/0745 Tregantle, Hillside Road



Appeals Pending  
05/0843 Woodlands, Old Lane

**CURRENT APPLICATIONS:-**

06/0468 Park Farmhouse, Rag Hill Road

Erection of detached double garage

Recommendation: If granted, request conditions to be imposed (1) preventing conversion to residential use and (2) limiting parking to domestic vehicles only.

06/0479 Kingscote Farm, Lusted Hall Lane

Erection of 17.5m high Monopole supporting 6 antennae with 3 equipment cabinets and ancillary development. Application by O2 (UK) Ltd (Consultation by Bromley LB)

Recommendation: Objection to be lodged based on excessive height and request for site sharing.

06/0562 82 Paynesfield Road

Reduce 9 Cupressus trees by 1 metre from top and laterals (TPO 146).

Recommendation: No objection.

06/0576 The Grasshopper Inn, Westerham Road, Moorhouse

Change of use of first floor staff accommodation to hotel accommodation and conversion of second floor accommodation with various internal alterations and new windows to north, north-east and north-west elevations at first and second floor level; erection of fire escape stairs to north-west elevation.

Recommendation: No objection.

## **MINUTES of a Meeting of Tatsfield Parish Council held on the 12th June 2006 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.**

Present: Mr Alan Fry OBE QPM (in the chair)

Mr Jon Allbutt Mrs Margaret Boadella

Mrs Wendy Maddison Mr Ian Mitchell

Mr David Wood

In Attendance: Mr John Sandiford (Clerk),

Mr Bob David (Tandridge DC Councillor)

And 1 parishioner.

1. Apologies – Mr Tony Erbes

2. Declarations of Interest:

(a) General: The Clerk drew to the attention of members the necessity for keeping their Declaration of Interests up to date. And explained that this could be done either by completing an appropriate form or by giving details at this stage of a meeting that would be recorded and a copy placed with the original details. The Clerk also drew attention to a form that had now been made available by the Standards Committee to enable councillors to apply for a dispensation in cases where more than 50% of councillors have a personal and prejudicial interest in the same matter. Copies of the form had been distributed to all members.

(b) Individual Declarations:

(1) All members present then declared a personal interest in the application for planning consent in relation to the new Tatsfield School No.06/0740 by virtue of the fact that part of the site was owned by the Parish Council. (see Paragraph &(a)).

(2) Alan Fry declared a personal prejudicial interest in the application for planning in respect of The Manor

### 3. Minutes

The Minutes of the meeting held on the 8h May 2006 were approved and signed as a correct record subject to an amendment of Paragraph 11(b) to read “would be prepared to make a case to the County Council for a service to Oxted and Warlingham and back once or twice weekly to enable shopping etc to be done”.

### 4. Matters Arising:

(a) Surgery Carpark: The Clerk indicated that the carpark had now been tidied and the hedge cut.

### 5. Delegation of Responsibilities

The Clerk indicated that he had not received any requests for changes from members and it was therefore agreed that the last year’s appointments would be continued.

### 6. Tatsfield School

The Clerk indicated that Peter Dicken would shortly be submitting draft terms of agreement for approval. These would be based on the discussions that had taken place to date.

### 7. Planning Matters

(a) Current Applications: David Wood reported on the applications listed in Appendix A and the action agreed is as shown in Appendix A..

(b) Sundry Planning Matters:

(1) Planning Protocol: The Chairman indicated that, following a discussion with Bob Evans, he considered that it was only necessary for the Clerk to write to applicants in the event of an inspection being considered appropriate. It was there fore agreed that the Clerk would circulate copies of the final draft ready for approval at the next meeting.

(2) Tandridge DC Local Development Framework: Ian Mitchell reported that he had attended the recent seminar but there was no new developments.

(3) Lusted Hall Lane Affordable Housing Development: Discussion took place about the name to be proposed for this development but no agreement was forthcoming and it was agreed that the Chairman would consider the matter.

(4) South East Regional Plan: Ian Mitchell had nothing of substance to report.

(5) The Pump House, Pilgrims Way: The Hill Park & Pilgrims Way Residents Association had written to Tandridge DC about its concern at the Contractors base site being established at the Pump House site. Originally it was thought that this was connected with activities at the Pump House itself but recently it has been discovered that the site is a base for contractors for Thames Water carrying out work within a thirty mile radius. It was agreed that these developments were of concern and the Clerk was requested to write Tandridge DC requesting a copy of any reply sent the Residents Association

(c) Planning Councillor: Jon Allbutt.

### 8. Finance

(a) Grants: The Clerk reported that he had received a letter of thanks from East Surrey Museum for the donation of £50 towards the fund to buy more of the Roger Packham collection of historic postcards. He had also received requests from Tatsfield Vern Society and Oxted CAB and he had included these in Appendix B.

(b) Audit: The Clerk reported that he had had a meeting with Peter Frost, the newly appointed Internal Auditor, and everything was in order. There would be a further meeting to finalise the figures on 20 June and a copy of the final Accounts would then be circulated to members so that they could be approved at the next meeting.

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

### 9. Highways & Rights of Way

(a) Highway Matters:

(1) Lusted Hall Lane/Ricketts Hill Road: The Clerk indicated that the kiosk had still not been removed. He indicated that this item would not appear on future agendas but he would report as and when the kiosk was removed. This was agreed..

(2) Traffic Survey: Jon Allbutt indicated that approximately 20 people were required to carry out the survey and it was suggested that School parents might be prepared to assist. Enquiries would be made to see if this was possible. The survey date would be fixed once availability of volunteers was established. It was noted that the Census would have to be carried out during term time if it was to have any validity.

(3) Old Lane: It was understood that there had been a court hearing last week but the details were known.

(4) Village Centre: The Chairman indicated that, as he had announced at the Annual Parish Meeting, he intended, in conjunction with David Hodge, to set up a Group to consider a traffic management scheme for the Village Centre. As yet he had not received any offers of assistance but Hilary Harber had indicated that she may be able to introduce someone to help.

(5) CCTV: Andrew Bond, the proprietor of The Old Bakery, had indicated that he was proposing to install a CCTV system for the benefit of his premises. He had also indicated that if the Parish Council was prepared to meet the leasing cost of an additional camera, he would be quite willing for this to be linked into his system and for it to be fixed to his premises to overlook the Village Centre. It was agreed that this was a matter worthy of further investigation and the Chairman promised to report back in due course.

(c) Rights of Way Matters: Nothing to report.

## 10. Reports

County Councillor: In the absence of David Hodge, there was nothing to report.

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

(1) Local Transport: He was pleased to report that David Hodge had promised to investigate the possibility of providing a once-a-week bus service to Oxted and Caterham/Warlingham for shopping.

(2) Crime: He believed that the published crime figures did not necessarily reflect the true position. He did not consider that Tatsfield was being targeted as had been promised at recent Police Community Liaison Meetings and he believed that there was general frustration on the part of residents.

(c) Police Matters: Ian Mitchell reported that he continued to circulate members with the monthly crime figures that remained at a low level. He appreciated that there were difficulties in the reporting system but pointed that this could now be done via the internet. The Clerk indicated that Surrey Police were asking for comments by the end of July on the proposed merger of Surrey and Sussex Police. The Clerk had distributed copies of the Police letter and it was agreed that the matter would be discussed at the next meeting. The Chairman indicated that he hoped to arrange a meeting shortly to discuss Neighbourhood Watch.

(d) Biggin Hill Airport: Ian Mitchell reported that the recent Air Show had been successful. There had been a temporary increase in private air traffic but generally there was concern that this sector was declining. Executive jet travel was however on the increase. Complaints about over-flying continued to diminish.

(e) Transport Matters: The Chairman indicated that he would be writing to David Hodge to make known the fact that users of the Buses-4-U service found it difficult to make contact on the telephone to book journeys and, when they did, the service was not user friendly.

(f) Risk Assessment: Nothing to report.

## 11. Notified Items:

(a) Youth Activities: Jon Allbutt reported on the present situation with the Tatsfield Youth Project and detailed the expenditure that the Project would be involved in. This expenditure would be in the region of £250-300 and included the cost of CRB checks, SCYP registration, advertising, etc After discussion, it was unanimously agreed that the Parish Council would, by way of grant, be prepared to meet expenditure up to an amount of £200.

(b) Parish Emergency Plan: Jon Allbutt indicated that he had submitted the draft Plan to the County Council for comment and approval.

(c) Annual Parish Meeting: The Minutes of the Annual Parish Meeting held on 17 May 2006 were approved and signed as a correct record. The Chairman indicated that he considered that the meeting had been successful.

## 12. Village Hall

(a) Management Committee Report: Wendy Maddison reported that the Committee would be holding a Christmas Carol Concert to raise funds for the Hall. Little Acorns Pre-School was now holding additional classes in the afternoons.

(b) Village Hall Constitution: Nothing to report.

(c) Village Hall Lease: Wendy Maddison reported that the only point that appeared to be the subject of debate concerned the wording in the Lease of the use of the existing access. There appeared to be a minority on the Committee that did not agree with this wording. The Chairman said he was very concerned that there still appeared to be matters outstanding and it was agreed that he would take the matter up personally with the Chairman of the Hall Committee if there was no definite indication of final approval of the lease.

### 13. Property & Land Maintenance

General:

(1) Parish Room- Access: Nothing to report.

(2) Parish Room: The Clerk reported that on 29 May Ian Mitchell had discovered that one of the upright supports to the verandah roof of the Surgery had been dislodged and required to be put back in position. The cause of this damage was not clear. The matter had been reported to the Insurers. Doug Maddison had kindly effected an immediate repair and considered he could effect a more permanent repair. His offer was gratefully accepted. The Architect had suggested that consideration might be given to the installation of bollards to protect the support. It was also noted that the forthcoming alterations to the carpark area as a result of the new school development , would also improve the situation.

(3) Parish Room Hire: The Clerk indicated that he had received an enquiry about the possibility of hiring the Parish Room for a pre-school music class on a weekly for a period of three months commencing in Sept 2006. Details had been circulated to members. It was agreed that this was not a suitable letting.

(4) Beech Wood, Ricketts Hill Road: Jon Allbutt indicated that he had been asked to look at two trees that were causing concern. He would report back.

(b) Tatsfield in Bloom: Jon Allbutt indicated that all the flower beds had been cleared ready for re-planting. All the hanging baskets were prepared and would be hung up in the next week. The major displays were also due to be planted up. He also indicated that the Committee wished to investigate the possibility of erecting a "Tatsfield" sign at the Clarks Lane, Approach Road junction because it was felt that a sign in a more prominent position was required. A wide-ranging discussion took place as a result of which it became clear that the majority of members were not in favour of the proposal.

(c) Pond: Wendy Maddison reported that a further routine maintenance had been carried out during which new plants had been planted. This had not involved any additional cost. Unfortunately some of the new plants had since been stolen.

14. Meetings to Attend - None

15. Correspondence - None

16. Any Other Business

(a) Road Signs: Concern was expressed at advertising signs being displayed at the junction of Approach Road and Clarks Lane and also outside the Beaver Wildlife Centre in Approach Road. The Clerk was requested to report the matter.

(b) Linda's Stores: Ian Mitchell drew attention to the security precautions that were required to the stores and post office because of recent attempted break-ins and he wondered whether consideration might be given to extending the CCTV system discussed earlier and/or providing financial assistance for improvements. After discussion, it was agreed that this was not appropriate,

The Meeting closed at 10.37 p.m.

## APPENDIX A - PLANNING

RESULTS:-

Approved

06/0282 2 Beacon Shaw, Approach Road Objection lodged

06/0395 111 Paynesfield Road No objection lodged

06/0460 Fernlea, Old Lane (Cert of Proper Use) No objection lodged

Refused

06/0479 Kingscote Farm, Lusted Hall Lane Objection lodged

06/0327 Top of the Down, Ricketts Hill Road No Objection lodged

Appeals Pending

05/0843 Woodlands, Old Lane

CURRENT APPLICATIONS:-

06/0641 Grove Cottage, Grove Road

Erection of single story side extension

Recommendation: No objection

06/0674 78 Paynesfield Road

Erection of dormer windows to east and west roof slopes in connection with loft conversion

Recommendation: No objection

06/0740 Land at and adjoining Tatsfield Village Hall, Ship Hill

Erection of new 210 place Primary School and for mation of associated parking, play areas, dual use sports pitches and amenity areas; formation of new access from Ship Hill to serve School and Village Hall/Surgery; reorganisation of existing Village Hall/Surgery parking and access (County Determination).

Recommendation: Application to be supported subject to request to ensure sympathetic and environmentally friendly lighting to access and prohibition of floodlighting to sports areas.

T06/0784regantle, Hillside Road

Erection of 2-storey side extension

Recommendation: To be considered by the next Planning Councillor

06/0818The Manor House, Ricketts Hill Road

Formation of tennis court enclosed by 2.75m Chain Link fencing.

Recommendation: To be considered by the next Planning Councillor

## **MINUTES of a Meeting of Tatsfield Parish Council held on the 10th July 2006 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.**

Present: Mr Alan Fry OBE QPM (in the chair)

Mr Jon Allbutt Mrs Margaret Boadella

Mr Tony Erbes Mrs Wendy Maddison

Mr David Wood

In Attendance: Mr John Sandiford (Clerk),

Mr Bob David (Tandridge DC Councillor)

And 2 parishioners.

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

2. Declarations of Interest:

Alan Fry declared a personal prejudicial interest in the application for planning in respect of The Manor

House No.06/0818 and took no part in the subsequent discussion of that matter.

### 3. Minutes

The Minutes of the meeting held on the 12h June 2006 were approved and signed as a correct record

### 4. Matters Arising:

(a) Road Signs: The Clerk confirmed that he had reported this matter.

### 5. Tatsfield School

The Chairman reported that the application for planning approval had been approved by Tandridge DC and would now be dealt with by Surrey CC on 19 July and David Hodge would be able to speak first and last in support of the application. It was understood that there might be some objections raised by adjoining residents. If approved, the application would then be referred to the Minister and, if it was not called in, it would be returned to Surrey CC to approve finally.

The Clerk indicated that draft Heads of Agreement had been circulated to all members and it was agreed that the press and public should be excluded from the meeting whilst discussion of these took place.

### 6. Planning Matters

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

(b) Sundry Planning Matters:

(1) Planning Protocol: The Clerk had circulated the final draft to all members and it was unanimously agreed that the Protocol, a copy of which is [attached to these Minutes](#), should be adopted.

(2) Surrey C.C Waste Plan: The Clerk reported that Surrey were carrying out a consultation prior to submission of the Plan to the Secretary of State for approval. It was agreed that this would be referred to Ian Mitchell for detailed consideration although it was not anticipated that any response would be required.

(3) Sevenoaks DC Community Plan & LDF: The Clerk reported that Sevenoaks DC was putting together a new Community and LDF and were consulting to ensure that these cover the District's identified needs and priorities. It was asking for responses to a questionnaire concerning the main actions proposed. This had also been referred to Ian Mitchell for attention.

(4) Lusted Hall Lane Affordable Housing Development: The Chairman indicated that there seemed to be no consensus over a name and, after discussion, it was agreed to support the proposal to name the road Badgers Close.

(5) South East Regional Plan: The Clerk reported that Ian Mitchell had recommended that no action was required and this was agreed.

(6) The Pump House, Pilgrims Way: The Clerk confirmed that he had written Tandridge indicating that the developments were of concern. He had been sent a copy of the response by e-mail to the residents indicating that the matter was being investigated.

(7) Crayford Cottage, Johns Road: The Clerk drew attention to letters from residents of The Square complaining about the removal of trees from the boundary between their properties in The Square and the property in the course of the re-development. The letter asked the Parish Council to request Tandridge to enforce the planning consent conditions and insist on re-instatement. The Clerk was asked to write and raise the matter with Tandridge DC.

(8) Kingscote Farm, Lusted Hall La (06/0479): It was noted that an appeal had been lodged to the refusal by LB Bromley for planning consent for the erection of a 17.5 m Monopole with associated equipment.

(c) Planning Councillor: Margaret Boadella.

### 8. Finance

(a) Audit: The Clerk reported that he had now obtained the Internal Auditor's Certificate and copies of this and the Annual Accounts had been circulated to members. It was unanimously agreed that

(1) the Annual Accounts, a copy of which is attached to these Minutes, be adopted and signed by the Chairman;

(2) the Annual Return and Statement of Assurance, a copy of which is also attached to these Minutes, be signed by the Chairman.

(3) the matters noted in the Internal Auditors Report be addressed as follows:

- (a) A new contract of employment for the Clerk to be considered;
- (b) A letter of confirmation as to deductions from salary to be obtained by the Clerk;
- (c) Whilst noting the suggestion, it was felt inadvisable to publicise the location of original documents.
- (d) No action required as the matter is being dealt with..
- (e) The Complaints Code of Practice, a copy of which is attached to these Minutes, be adopted.
- (c) Payments: The payments listed in Appendix B were approved.

## 9. Highways & Rights of Way

(a) Highway Matters:

(1) Traffic Survey: In the absence of Jon Allbutt who had left the meeting early, it was noted that the Survey would take place in September and that members of the School Governors and the Parent Teacher Association had volunteered to assist. The PTA were due to consider the request to provide volunteers at their next meeting.

(2) Titsey Road B269 Closure: The Clerk reported that notice had been received of the closure of this road between the junction with Clarks Lane B2024 and the junction with High Street, Limpsfield. White Lane would also be closed.

(3) Highway Repair: The Clerk reported that Chelsham & Farleigh PC had written to the Chairman of the SCC Local Committee protesting strongly at the deplorable state of repair of local roads and asking for the matter to be considered. The Clerk was asked to write to the Local Committee supporting Chelsham & Farleigh Parish Council.

(3) Old Lane: It was noted that there had been a reduction in the anti-social behaviour caused by indiscriminate parking. An ASBO had still not been obtained.

(4) Village Centre: The Chairman indicated that he had obtained the name of a resident who was willing to assist in the preparation of a scheme and he was pursuing this matter.

(5) Village Centre CCTV: The Chairman reported that a camera had been installed outside Linda's Stores. This was primarily to improve security for the Post Office and had been provided at no cost to the Parish Council. He was continuing discussions with Andrew Bond about the possibility of installing a camera on The Bakery.

(6) Speedwatch: The Chairman indicated that he knew of six people who were willing to participate in this scheme whereby Police trained members of the public in the use of radar guns to check the speed of traffic locally. Once trained, these volunteers would undertake to use the guns for a minimum period each week and they would note the registration numbers of offending drivers and pass the information to the Police. The drivers would then receive a written warning from the Police and, if they received a second warning, they would be targeted by the Police. The cost of training the volunteers and the use of the equipment would be £900 and it was agreed that the Parish Council would meet this cost. The Chairman would make enquiries about the insurance of volunteers.

(c) Rights of Way Matters: Nothing to report.

## 10. Reports

County Councillor: In the absence of County Councillor David Hodge, the Clerk reported on the following matters on his behalf:-

(1) Village Centre: He was anxious to make progress with the proposed Group and would like to be informed of anyone who could participate; He would like to be able to make a presentation to the Parish Council at the October meeting.

(2) Bond Road Waste Disposal Facility: This facility would definitely not be closed until a suitable alternative site was available;

(3) Highway Maintenance: Far reaching discussions were taking place but nothing further could be said at the present time.

(4) Tatsfield School: The planning application would be dealt with by Surrey CC on 19 July and he anticipated that it would be approved.

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

(1) Recycling: Tandridge DC were having difficulty with its contractor due to certain Health & Safety issues and it was essential that waste products were placed in authorised containers only otherwise operatives would refuse to collect.

(2) Unitary Authorities: There appeared to have been a change of policy following the appointment of a new Secretary of State, It now seemed unlikely that unitary authorities would be created.

(c) Police Force Merger: The Clerk reported that letters had been received from Surrey CC and from Surrey Police indicating that the Home Secretary had delayed any decision on the merger with Sussex Police but how long the delay might be was unknown. Both letters indicated that Surrey CC and Surrey Police were against the merger with Sussex Police and gave the reasons for so doing. Attention was drawn to the fact that the deadline for submissions on the Police Force Mergers remained 10 August and asked that copies of any response be supplied to the local MP, Surrey CC and to the Police. It was agreed that the Parish Council was against any merger of Surrey Police with Sussex Police and the Chairman was authorised to write and indicate the Parish Council's view.

(d) Biggin Hill Airport: In the absence of Ian Mitchell, it was noted that the next meeting of the Joint Consultative Committee would be on 20 July when the Chairman would deputise for Ian Mitchell. David Wood reported that several local residents had complained about over-flying but they had not registered their complaint with the Airport Operator. It was agreed to ask that the reporting procedure should be publicised again in the Parish Magazine.

(e) Transport Matters: The Chairman indicated that he would be unable to attend the next meeting of the East Surrey Transport Committee. He had not as yet heard anything further with regard to the complaints relating to Buses-4-U.

(f) Risk Assessment: Nothing to report.

#### 11. Notified Items:

(a) Youth Activities: In the absence of Jon Allbutt, the Chairman reported that the next meeting of the Youth Project Committee would be on 16 July, prior to which the Youth Bus would be visiting the village. The Project had had a stall at the recent Scout Fair to publicise its activities.

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

#### 12. Village Hall

(a) Management Committee Report: Wendy Maddison reported that there was nothing discussed requiring Parish Council action.

(b) Village Hall Constitution: Nothing to report.

(c) Village Hall Lease:.

#### 13. Property & Land Maintenance

##### General:

(1) Parish Room- Access: Nothing to report.

(2) Parish Room:

(a) It was noted that repairs to the damaged upright had been completed.

(b) The Clerk reported that a letter had been received from the West Kent Primary Care Trust indicating that consideration was being given by the Westerham Doctors to the termination of surgeries at Tatsfield. The letter asked for the Parish Council's view concerning the termination of the lease so far as the Westerham practice was concerned. The Clerk had supplied all members with a copy of the letter and a Note giving advice on the situation. After discussion, it was agreed that the Clerk inform the Primary Care Trust that the Parish Council did not agree with the closure of the Surgery that would occasion a further reduction in services to the local community for the following reasons:

(1) the increase of potential patients arising from the new housing developments at Vern Close, Lusted Hall Lane and Johns Road.

(2) the large increase in residents passing the Surgery on a daily basis when the new School was completed;

(3) the lack of any bus service from Tatsfield to and from Westerham

(3) Westmore Green: The Clerk reported that permission had been given for the Women's Institute to use the Green for its customary Cake Stalls between June and September

(4) Beech Wood, Ricketts Hill Road: In the absence of Jon Allbutt, there was no report.

(b) Tatsfield in Bloom: In the absence of Jon Allbutt, there was no report. The Chairman congratulated all the volunteers for their hard work in making the village so attractive in readiness for the judging on the following day and, with the unanimous support of all members, wished them every success in the judging.



(c) Pond: Wendy Maddison reported that the new plants were maturing well and the Pond was looking good for the judging of Tatsfield in Bloom.

14. Meetings to Attend - None

The Chairman asked for a member to be appointed to the Management Committee of Oxted CAB. David Wood agreed to consider whether he would accept nomination.

15. Correspondence

(a) ING Direct Sanctuary Awards: The Clerk drew attention to an invitation to apply for a donation of up to £10,000 to help towards the restoration or creation of a beautiful open space. After discussion, it was suggested that both the Millennium Wood and the Pond might qualify and it was agreed that the matter should be considered by Wendy Maddison and Jon Allbutt.

16. Any Other Business - None

The Meeting closed at 10.00 p.m.

APPENDIX A - PLANNING

RESULTS:-

Approved

06/0562 82 Paynesfield Rd

Refused

Appeals Pending

05/0843 Woodlands, Old Lane

05/1027 The Chalet, Ninehams Road – REFUSED

Kingscote Farm, Lusted Hall Lane

CURRENT APPLICATIONS:-

06/0784 Tregantle, Hillside Road - Erection of 2-storey side extension: Recommendation: Objection to be lodged on grounds of loss of small dwelling.

06/0818 The Manor House, Ricketts Hill Road - Formation of tennis court enclosed by 2.75m Chain Link fencing: Recommendation: No objection

06/0902 Park Farm, Rag Hill Road - Erection of detached double garage: Recommendation: Objection to be lodged to the size and request made for conditions if approved.

06/0887 Church Farm, Church Lane - Demolition of single storey rear element to house; Erection of single storey extensions to detached outbuilding to provide granny annexe; Erection of 2 dormer windows to rear roof slope of main house and alterations to fenestration; Erection of porch to front elevation:

Recommendation: Further consideration required as to size of extensions.

**MINUTES of a Meeting of Tatsfield Parish Council held on the  
11th September 2006 in the Parish Room, Westmore Green,  
Tatsfield commencing at 8.00 p.m.**

Present: Mr Alan Fry OBE QPM (in the chair)

Mr Tony Erbes Mrs Wendy Maddison

Mr Ian Mitchell

In Attendance: Mr John Sandiford (Clerk),  
Mr Bob David (Tandridge DC Councillor)  
And 4 parishioners.

1. Apologies Mr Jon Allbutt, Mrs Margaret Boadella, Mr David Wood and Mr David Hodge (Surrey CC Councillor)

2. Declarations of Interest: None

3. Minutes

The Minutes of the meeting held on the 10th July 2006 were approved and signed as a correct record subject to the renumbering of Paragraphs 8 – 16 to 7 – 15.

4. Matters Arising: None

5 Tatsfield School

The Chairman reported that approval of the plans had been given by Surrey CC at the end of July and the application had been referred to the Minister who had yet to indicate whether the application would be called in. He had some concern arising from the conditions attached by Surrey CC. These required a Traffic Management Scheme to be put in place before work commences on the new school. It was not all clear how long this would take and whether it would delay matters. He was endeavouring to clarify matters with David Hodge and would report back as soon as possible.

6. Planning Matters

(a) Current Applications: In the absence of Margaret Boadella, Wendy Maddison reported on the applications listed in Appendix A and the action agreed is as shown in Appendix A..

(b) Sundry Planning Matters:

(1) Surrey C.C Waste Plan: Ian Mitchell indicated that he had given this detailed consideration and had not considered that any response was required.

(2) Sevenoaks DC Community Plan & LDF: Ian Mitchell indicated that he did not consider any response was required..

(3) Lusted Hall Lane Affordable Housing Development: The Clerk reported that following an objection made by Ian Mitchell, further consideration had been given to the matter and all members had indicated to the Clerk that The Copse was a more preferable name. Tandridge DC had been notified accordingly.

(4) Crayford Cottage, Johns Road: The Clerk reported that Tandridge DC had indicated that it had given approval for the removal of the trees.

(5) SE Regional Assembly: The Clerk reported that the SE Regional Assembly was carrying out an early partial review of the SE Plan in relation to Gypsy and Traveller caravan sites. It had produced a Consultation Draft Project Plan and Statement and a Sustainability Scoping Report on which comments were required by 13 October. There appeared to be no direct reference to individual sites and the documents dealt with general principles. It was noted that Parish Councils were to be among the official consultees. It was agreed that no response would be made.

(6) SERA Planning Consultation: It was agreed that this would be considered by Ian Mitchell and Alan Fry.

(c) Planning Councillor: Tony Erbes.

7. Finance

(a) Grants: The Clerk indicated that he had received an application for a grant from the Tatsfield Art Group for two Art Workshops for younger children to be held in December 2006 and in the Spring 2007. The total costs were anticipated to be £250-300. After discussion, it was agreed that an initial grant of £100 should be made. The Clerk was asked to obtain a report on the Xmas workshop and an account of expenditure when consideration would be given to a further grant for the Spring Workshop.

(b) Tatsfield Youth Project: The Clerk reported that he had just received a request for financial support of £200 from the Treasurer of the Project. It was agreed that the Project should be asked to submit invoices for expenditure so that these could be authorised for direct payment by the Parish Council.

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

## 8. Highways & Rights of Way

### (a) Highway Matters:

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

(2) Highway Repair: The Clerk indicated that, in response to his letter to the Chairman of the SCC Local Tandridge Committee, he had received a standard response from SCC Engineer Steve Cunnah confirming that the roads were inspected on a rota basis with any defect being recorded and repaired subject to their severity. It was agreed that the Chairman would take the matter up with the Chairman of the SCC Joint committee as it was felt that the response was inadequate.

(3) Old Lane: The Chairman indicated that he had received a letter from the Old Lane Residents with regard to the maintenance of the ditch that divides Old Lane from Tatsfield Green and takes all the surface water from Old Lane. The Old Lane Residents had been involved in expense in clearing debris from the ditch and the debris that had been removed had been spread on the Tatsfield Green bank. It was believed that the debris would settle and become grassed over. However the Tandridge DC contractor responsible for cutting Tatsfield Green had apparently expressed concerns because the debris prevented the cutting of the grass, The cost of removal of the debris would amount to £220 and the Residents were seeking a contribution towards this cost. The Chairman indicated that as it had not been possible to brief all members properly in time for the meeting, the matter would be dealt with at the next meeting.

(4) Village Centre: The Chairman reported that he had a meeting with David Hodge and Bob David and it had been agreed to suggest to Surrey Highways that a roundabout should be formed around the horse trough leaving the bus stop in its current position. This would mean that all traffic would move in a circular direction and there would be sufficient room for the buses to turn. This proposal had been put to Surrey Highways and they were happy with it in principle subject to a safety audit. It was hoped that initial plans would be produced by the end of September.

(5) Village Centre CCTV: The Chairman reported that he was continuing discussions with Andrew Bond who remained happy to have a CCTV camera positioned on his premises. It now seemed possible that the equipment would be purchased rather than leased.

(6) Speedwatch: The Chairman indicated that it was hoped to arrange a course at end of September to train volunteers. No further volunteers had come forward since the last meeting and he appealed for additional volunteers.

(7) Lusted Hall Lane/Ricketts Hill Road: The Clerk reported that the kiosk had now been removed

(c) Rights of Way Matters: Nothing to report.

## 9. Reports

County Councillor: In the absence of County Councillor David Hodge, there was no report but the Chairman drew attention to the fact that, whilst there was now a regular daily journey on Buses-4-U, bus passes were not accepted and he considered that this would seriously detract from the use of the service. He would be pursuing the matter.

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

(1) Ship Hill Resurfacing: He drew attention to this work of which no prior notice appeared to have been given. He had been advised that the work was urgent and could not be delayed until after the construction of the new school. He was concerned about whether the Bus Operators had been consulted and what diversion routes were proposed. He was continuing his enquiries.

(2) Lusted Hall Development: He reported that building was now well under way and he would be arranging for the matter to be publicised in the Parish Magazine so that local residents and their families were well aware and could apply to be considered for housing.

(3) Parking Regulation: He drew attention to the fact that as from 28 September Tandridge DC would be taking control of parking restriction enforcement.

(4) Lottery Funding: He reported that Tandridge had applied for funding for playschemes and, if successful, there could be funds available for such projects..

(c) Police Force Merger: The Chairman indicated that this matter was now off the agenda as the Government had changed its mind.

(d) Biggin Hill Airport: The Chairman indicated that he had attended the last meeting. Recently certain flights had landed at Biggin Hill due to the closure of Gatwick, Heathrow and London Airport because of bad visibility. This had been the subject of strong protests from Biggin Hill Residents Association and Bromley LB was considering whether the acceptance of these flights in the particular conditions was a breach

of the provisions of the Lease. Complaints about overflying remained extremely low.

(e) Transport Matters: Nothing to report.

(f) Risk Assessment: Nothing to report.

#### 10. Notified Items:

(a) Youth Activities: In the absence of Jon Allbutt, there was nothing to report.

(b) Parish Emergency Plan: In the absence of Jon Allbutt, there was nothing to report.

#### 11. Village Hall

(a) Management Committee Report: Wendy Maddison reported that a Barn Dance was to be held on 14 October and consideration was being given to holding an "Open House" over the Christmas Holidays. Consideration was also being given to improvement of the acoustics in the Hall.

(b) Village Hall Constitution: Nothing to report.

(c) Village Hall Lease: The Clerk reported that the lease had been agreed and could now be signed on behalf of the Parish Council along with a document assigning the Hall's interest in the property to the Parish Council. It was agreed that the Lease and the Assignment should be signed on behalf of the Parish Council by the Chairman and by Ian Mitchell. The Clerk also reported that approval for the transaction had been obtained by the Hall Committee from the Charity Commission subject to confirmation being obtained that the Parochial Church Council did not wish to exercise to the right to purchase the freehold back and to typographical errors and an updated plan. The Parochial Church Council had already indicated informally that it did not wish to re-purchase and was happy for the transfer to the Parish Council to proceed.

#### 12. Property & Land Maintenance

General:

(1) Parish Room- Access: Nothing to report.

(2) Parish Room: The Clerk confirmed that a claim had been submitted to the Insurance Company and had been settled.

(3) The Surgery: The Clerk reported that a letter had been sent to the West Kent Primary Care Trust but no response had been received.

(4) Beech Wood, Ricketts Hill Road: In the absence of Jon Allbutt, there was nothing to report. The Clerk reported that he had received a letter from the owner of a property in Ricketts Road about the condition of trees at the entrance to his property. He had referred the matter to Jon Allbutt who had investigated and taken appropriate action.

(b) Tatsfield in Bloom: There was no report in the absence of Jon Allbutt but the Chairman congratulated all concerned on the award of a Gold Medal in the South East in Bloom Competition.

(c) Pond: Wendy Maddison indicated that a further maintenance visit would take place towards the end of the month.

#### 13. Meetings to Attend - None

#### 14. Correspondence

(a) Sport England: The Clerk indicated that he had received a request from Sport England for information relating to grass playing pitches in the area. It was agreed that the only grass pitches was those at Furze Corner and Tatsfield School.

(b) Westmore Green:

(1) The Clerk reported that Tatsfield School PTA wished to erect some event Notice Boards for Firework Night (3 November 2006) Christmas Bazaar (1st December) and June Fair (mid-June 2007) adjacent to the water trough on the Green and on Tatsfield Green (Ricketts Hill Road boundary. This request was agreed.

(2) The Clerk also reported that Tatsfield Churches was seeking permission to use the Green on 24 September for Songs of Praise. This was agreed.

(c) Gambling Act 2005: The Clerk reported that Tandridge DC were carrying out a consultation with regard to its Statement of Policy that it had prepared under the provisions of this Act. The Clerk indicated that this dealt with general principles and it was agreed that no response would be made.

(d) SCAPTC “Become a Local Councillor” Campaign: The Clerk distributed details of this campaign to be launched in Jan and Feb 2007

#### 15. Any Other Business

(a) Xmas Tree: In the absence of David Wood, the present situation was not known and the Chairman promised to investigate.

(b) Flooding: Ian Mitchell indicated that Tandridge DC were gathering information on this subject and he had supplied details of surface flooding that had occurred over recent years.

(c) Westmore Green Play Area: Wendy Maddision expressed concern at the general condition of the playground. The Clerk indicated that he would ask Jon Allbutt to take the matter up.

(d) Vern Committee: Tony Erbes asked for volunteers for Parish Council team to enter a Quiz on 6 October.

(e) Surrey Hills AONB: Ian Mitchell drew attention to the fact that the map on an Information leaflet did not show Tatsfield at all and placed Biggin Hill incorrectly. The Clerk agreed to take the matter up.

The Meeting closed at 10.47 p.m.

#### APPENDIX A - PLANNING

##### RESULTS:-

##### Approved

06/0585 MSA Clacket Lane North

06/0586 MSA Clacket Lane South

06/0784 Tregantle, Hillside Road

06/0902 Park Farm, Rag Hill Road

##### Refused

06/0818 The Manor House, Ricketts Hill Road - No objection made

06/0887 Church Farm, Church Hill - No objection made

##### Appeals

05/0843 Woodlands, Old Lane REFUSED

##### CURRENT APPLICATIONS:-

06/1026 Halston, Clarks Lane - Erection of detached double garage (Retrospective approval)

Recommendation: Objection to be lodged on grounds that (a) development within MGB & AONB (b) Possible excessive height and (c) the retrospective nature of the application

06/1096 96 Paynesfield Road - Erection of first floor extension to rear and side

Recommendation: Concern to be expressed that development within 1 meter of boundary and request for obscured glass in upper windows to preserve privacy.

06/1165 Hardcourt, Ricketts Hill Road - Erection of single storey rear extension

Recommendation: Objection to be made if the total overall percentage increase of the development and previous extensions exceeds 30%.

06/1105 Rosefield, Hillside Road - Demolition of existing dwellings and outbuildings; erection of 2 storey detached house with basement.

Recommendation: No Objection

06/1188 6 Parkside Cottages, Rag Hill Road - Erection of first floor side extension and conservatory to rear elevation

Recommendation: Further consideration to be given as to whether the loss of a small dwelling involved

06/1254 Land at Church Farm, Church Lane - Erection of an agricultural building

Recommendation: To be considered by the next Planning Councillor.

06/1259 The Stables, Park Farm, Rag Hill Road - Conversion of garage to habitable room (Certificate of Lawfulness)

Recommendation: To be considered by the next Planning Councillor

06/1315 Crayford Cottage, Johns Road - Continued display of non-illuminated advertisement

Recommendation: To be considered by the next Planning Councillor

## **MINUTES of a Meeting of Tatsfield Parish Council held on the 9th October 2006 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.**

Present: Mr Alan Fry OBE QPM (in the chair)

Mrs Margaret Boadella Mrs Wendy Maddison

Mr Ian Mitchell Mr David Wood

In Attendance: Mr John Sandiford (Clerk),

And 0 parishioners.

1. Apologies Mr Jon Allbutt (abroad), Mr Tony Erbes (hospital), Mr Bob David (Tandridge DC Councillor) and Mr David Hodge (Surrey CC Councillor)

2. Declarations of Interest:

(a) Planning: The Chairman declared an interest in Application No.06/1339 relating to Rosedene, Ricketts Hill Road and he took no part in the discussion of that item.

3. Minutes

The Minutes of the meeting held on the 11th September 2006 were approved and signed as a correct record

4. Matters Arising:

(a) Xmas Tree: David wood indicated that he was having difficulty in obtaining a suitable root-ball tree and had been quoted £300 for a 15-20 ft tree. He was endeavouring to obtain a smaller tree at a lesser price. He had been offered a rootless tree for this year for £60-70 if the suppliers could have a small advertising sign placed near the tree. This was agreed.

(b) Westmore Green Play Area: It was noted that this was still in a very poor condition and the Chairman indicated that he would take the matter up with Tandridge DC.

(c) Surgery: The Clerk indicated that he had not received any response from West Kent Primary Care Trust. The Chairman reported that there had been a recent case that had decided that a Primary Care Trust could not close a surgery without proper public consultation.

5 Tatsfield School

The Chairman reported that the Secretary of State had decided not to call the planning application in. He understood that it was hoped to start the preliminary site preparation in January 2007. There would be an Update Meeting at the school on 17 October. He was concerned that Surrey CC had imposed a condition that no activities could take place in the new school after 10.00 p.m. This would prevent a number of school and community activities at the premises and he would be pursuing the matter further to see if there was a possibility of a later time being substituted.

6. Planning Matters

(a) Current Applications: In the absence of Tony Erbes, Ian Mitchell reported on the applications listed in Appendix A and the action agreed is as shown in Appendix A..

(b) Sundry Planning Matters:

(1) Sevenoaks DC Local Development Framework: The Clerk indicated that Sevenoaks DC was carrying out the Stage 3 LDF Consultation and had approved the Preferred Options Core Strategy for consultation. He explained that the Core Strategy sets out the vision and strategic objectives for the use of land and buildings and follows on from the previous stages 1 and 2. Sevenoaks DC had similarly approved the Interim Housing Policy Supplementary Planning Document for consultation. This document dealt with the proper management of the District Housing Land Supply. Comments on both were required by the 10 November 2006. It was agreed that as the documents were dealing in the general principles, no response would be made.

(c) Planning Councillor: Alan Fry.

## 8. Finance

(a) Grants:

(1) East Surrey Museum: The Clerk reported that he had received an appeal from the Museum for financial help to retain the Curator in post. The present grant to fund his salary would expire in mid-October and the application for a further grant which had been submitted needed re-drafting because Lottery Fund's requirements had changed. After discussion, it was agreed to make an immediate grant of £100 and to ask the Clerk to seek more information as to whether the County Council and District Council were making similar grants.

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

## 9. Highways & Rights of Way

(a) Highway Matters:

(1) Traffic Survey: The Chairman indicated that he was not aware of any arrangements having been made and, in the absence of Jon Allbutt, there was no further information available.

(2) Highway Repair: The Clerk indicated that he had received a copy of a letter sent to Surrey CC by a resident of Ricketts Hill Road asking if kerbstones could be installed in part of that road to prevent further erosion. This complaint followed an earlier request in June 2006 from the same resident. That request had apparently prompted no response. The Clerk indicated that he had responded and indicated that the Parish Council was only too well aware of the bad state of repair of local roads and was doing what it could to get some action. The Chairman indicated that he had followed up the letter written to the Chairman of the SCC Joint Committee but had not received any response. Whilst there was some outstanding work to be completed, it was agreed that the recent road works to Approach Road and Ship Hill had been well done. The Chairman indicated he would chase up the outstanding work to ensure that floodwater was not making its way into the pond.

(3) Old Lane: The Chairman indicated that, at his request, the Clerk had circulated a Memorandum setting out the background to the application being made by the Residents Association for funding. After discussion, it was agreed that a grant of £220 would be made in this particular instance. It was to be made clear to the Residents Association that, in future, the Parish Council must be consulted before any work was carried.

(4) Village Centre: The Chairman indicated that no plans of the proposed scheme had not yet been prepared due to absence on maternity leave of the person responsible. He believed that these plans would become available shortly.

(5) Village Centre CCTV: The Chairman indicated he was still discussing matters with Andrew Bond.

(6) Speedwatch: The Chairman indicated that there had been no progress as the officer involved had been off sick.

(7) Church Hill: The Chairman reported that he had received a letter from the Developers of Church Farm expressing their wish to accommodate local demands and to this end they had taken steps to divert surface water so that it did not accumulate on the road outside the site. In due course the surface water would be drained into a soakaway. Hard standings had been provided for all vehicles using the site so the mud on the road would be minimised. Traffic warning signs had also been erected.

(c) Rights of Way Matters: Nothing to report.

## 10. Reports

County Councillor: There was no report in the absence of County Councillor David Hodge.

(b) District Councillor: In the absence of District Councillor: Bob David, there was no report.:

(c) Police: Ian Mitchell reported that following the public meeting on 18 September, Neighbourhood Watch was operating and, to date, about 40 local residents had agreed to join the e-mail list and about 10 other residents who were not on e-mail had also joined. As yet, no one had volunteered to act as co-ordinator.

(d) Biggin Hill Airport: Ian Mitchell indicated that the next meeting of the Consultative Committee would take place on 19 October. His impression was that private flying was still declining. Some Tandridge Councillors had visited the airport recently to brief themselves about the airport. Similar visits were being arranged to Redhill Aerodrome and Gatwick Airport. Peter Ainsworth MP had also paid a visit to the Airport recently and was now able to speak with personal knowledge about the Airport.

(e) Transport Matters: The Chairman indicated that he would make enquiries about the Buses-4-U service and the fares being charged to different groups.

(f) Risk Assessment: Nothing to report.

(g) Local Agenda 21: Ian Mitchell reported that he had recently visited the Bermondsey Waste Incinerator. He had been impressed to find that waste was reduced to one tenth of its cubic capacity. A lot of waste was recycled for road-making materials and the whole operation was not nearly as dirty as he had imagined.

(h) North Tandridge Local History Group: Ian reported that there would shortly be an exhibition of Tatsfield photographs in the Caterham Valley library.

## 11. Notified Items:

(a) Youth Activities: There was no report in the absence of Jon Allbutt.

(b) Parish Emergency Plan: There was no report in the absence of Jon Allbutt.

## 12. Village Hall

(a) Management Committee Report: Wendy Maddison and Margaret Boadella reported that finances were satisfactory with bookings also at a satisfactory level. A Barn Dance would be held on 14 October to raise funds.

(b) Village Hall Constitution: The Clerk was requested to find out the present position with regard to the adoption of a new constitution..

(c) Village Hall Lease: The Clerk reported that approval had been obtained by the Hall Committee from the Charity Commission. This was subject to confirmation being obtained that the Parochial Church Council did not wish to exercise the right to purchase the freehold back contained in the original Conveyance and also to the correction of certain typographical errors and an updated plan. The PCC had confirmed formally that it did not wish to re-purchase and was happy for the transfer to the Parish Council to proceed. This had been forwarded to the Charity Commission.

## 13. Property & Land Maintenance

General:

(1) Parish Room- Access: Nothing to report.

(2) Beech Wood, Ricketts Hill Road: There was no report in the absence of Jon Allbutt .

(b) Tatsfield in Bloom: There was no report in the absence of Jon Allbutt. The Chairman indicated Tatsfield had been awarded third place in its category with first and second places going to villages in Scotland and N Ireland so that Tatsfield was effectively placed first in England. This was a tremendous achievement and all concerned were to be heartily congratulated. This was endorsed by all members present.

(c) Pond: The Clerk reported that he had received a letter from a resident that was critical of the planting in the Pond. Wendy Maddison indicated that she did not agree with the criticism and had replied accordingly. The real problem was a very invasive plant that had taken hold in the pond. Previously, this plant had been kept at bay by the presence of ducks on the pond but now that there were no longer any ducks, the plant was a real problem. The only known method of eradicating was to use a chemical weedkiller that was harmless to fish. Some years ago the Parish Council had taken a decision not to use chemicals in the pond and so other methods had been tried but without success. It was agreed that further enquiries would be made to ascertain whether there were any other effective treatments that could be used.

## 14. Meetings to Attend - None



15. Correspondence - None

16. Any Other Business

(1) Village History: Ian Mitchell reported that some local children had found a fossilised sea urchin and this was to be preserved.

(2) Parish Plan: Ian Mitchell indicated that grants were available for parishes willing to undertake parish plans.

The Meeting closed at 10,30 p.m.

PLANNING APP A

RESULTS:-

Refused:

Hardcourt, Ricketts Hill Road - Objection made  
6 Parkside Cottage, Rag Hill Road

CURRENT APPLICATIONS:-

06/1405

06/1188

6 Parkside Cottages, Rag Hill Road

Erection of first floor side extension and conservatory to rear elevation

Recommendation: Objection based on loss of small dwelling and inappropriate development.

06/1254

Land at Church Farm, Church Lane

Erection of an agricultural building

Recommendation: Concern to be expressed of effect on recently fragmented area of land and request for Local Plan to be enforced rigorously.

06/1259

The Stables, Park Farm, Rag Hill Road

Conversion of garage to habitable room (Certificate of Lawfulness)

Recommendation: No objection

06/1315

Crayford Cottage, Johns Road

Continued display of non-illuminated advertisement

Recommendation: Strong objection to be lodged to defiance of planning law and request for any consent to be strictly limited.

06/1339

Rosedene, Ricketts Hill Road

Conversion of garage to habitable room and retention of pitched roof over bay window

Recommendation: No objection

06/1361

MSA West, Clacket Lane

Erection of HGV Wash Enclosure.

Recommendation: To be considered by the next Planning Councillor

06/1405

Church Farm Barn, Church Hill

Demolition of portal frame agricultural building; erection of 2 x 3 bed semi-detached dwellings.

Recommendation: To be considered by the next Planning Councillor

06/1428

Del A Cor, Lusted Hall Lane

Demolition of dwelling and garage; erection of 5 bed chalet style dwelling with attached double garage.

Recommendation: To be considered by the next Planning Councillor

## **MINUTES of a Meeting of Tatsfield Parish Council held on the 13th November 2006 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.**

Present: Mr David Wood (in the chair) Mr Jon Allbutt Mrs Margaret Boadella Mrs Wendy Maddison  
Mr Ian Mitchell

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

And 8 parishioners.

1. Apologies Mr Alan Fry (absence abroad) and Mr Tony Erbes (incapacitated)

2. Declarations of Interest:

(a) Planning: Wendy Maddison declared a personal prejudicial interest in Planning Application No.06/1556 relating to Fernlea, Old Lane. Tatsfield and left the meeting while discussion of that item took place.

3. Minutes

The Minutes of the meeting held on the 9th October 2006 were approved and signed as a correct record

4. Matters Arising:

(a) Xmas Tree: David Wood indicated that he had nothing further to report as he was still seeking a suitable tree.

(b) Surgery: The Clerk indicated that he had received a letter from the Tatsfield Youth Project asking that, in the event of the Surgery ceasing to be used as such, the Project would wish it to be considered for use as a Drop-In Centre. This was noted..

5 Tatsfield School

In the absence of the Chairman, the Clerk reported that the TRO advert had appeared on 2 November providing for objections by 24 November. The matter could therefore go to Committee in the week commencing 27 November and the Local Committee would probably hold a special meeting in that week. If it would not hold a special meeting, it would have to wait until January.

6. Planning Matters

(a) Current Applications: In the absence of Alan Fry, David Wood and Wendy Maddison reported on the applications listed in Appendix A and the action agreed is as shown in Appendix A.

(b) Sundry Planning Matters:

(1) Surrey CC Waste Plan Submission Draft: The Clerk indicated that Surrey CC was carrying out the next stage of the process arising from the receipt of representations from the original consultation with regard to the availability of alternative sites. He pointed out that the Parish Council had not made any representations

to the original proposals. It was agreed that no comment was required.

(c) Planning Councillor: Wendy Maddison.

## 7. Finance

### (a) Grants:

(1) East Surrey Museum: The Clerk reported that he had asked the Museum to indicate if it had received financial help from other bodies and, in particular, from Tandridge DC or Surrey DC. As yet he had had no response.

(2) Old Lane: The Clerk reported that he had written indicating that a grant of £220 would be made. The work had not yet been carried out and he had arranged for the account to be sent to him so that payment could be made.

(3) Tatsfield Youth Project: The Clerk indicated that he heard from the Project Treasurer and understood that the Project now had a Bank account and wished to have the money paid over to it. He had therefore included the payment in Appendix B for approval.

(4) Tatsfield in Bloom: The Clerk reported that he had received a request from the Organising Committee for the Parish Council to sponsor the village's entry into the Competition. The Organisers now knew that they would not be invited to take part in Britain in Bloom but were nevertheless asking if the Parish Council would consider increasing the grant above £750. After discussion during which it was made clear that the Parish Council would wish to see a greater emphasis placed on permanent planting rather than annual planting, it was agreed that the sponsorship for 2007 would be £850.

(5) St Mary's Church: The Clerk reported that he had received an application from the Church for financial support in 2007 in connection with a proposal to open the vacant shop at 1 The Parade, Westmore Green, as a coffee shop/meeting place. Full details of the proposal had been circulated to members and it was agreed that the matter should be placed on the agenda for the December meeting.

(6) Tatsfield Community Composting Scheme: The Clerk reported that he had received an application for a grant of £200 towards the cost additional tools and ongoing maintenance for the shredder. He distributed to members a copy of the letter of application and it was agreed that this matter should also be placed on the agenda for the next meeting.

(7) Greener Tatsfield: The Clerk reported that he had received an application for a grant to assist with the publication of a booklet for distribution to all households in the Parish giving information about issues such as energy saving, local public transport services, fair trade goods, water meters, etc. Full details had been distributed to members and it was agreed that the matter should be placed on the agenda for the next meeting.

(8) St Mary's Churchyard: The Clerk reported that he had received an application for a grant to assist with the maintenance of the churchyard. Full details had been distributed to members and it was agreed that the matter should be placed on the agenda for the next meeting.

(b) Audit: The Clerk reported that the Auditor had asked for an explanation with regard to the level of maintained by the Parish Council. The Clerk indicated the terms of the response and it was agreed that the Budget for 2007/8 would be discussed at the next meeting by which time a reply was likely to be forthcoming from the Auditor.

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

## 8. Highways & Rights of Way

### (a) Highway Matters:

(1) Traffic Survey: Jon Allbutt reported that he had not as yet fixed a date as he wished to be sure that there was an adequate number of persons available to man the census points. After discussion, it was agreed that the Census would be held on Tuesday 16th January and Thursday 18th January between 7.00- 19.00. Jon Allbutt asked to be notified as soon as possible of the names of persons willing to assist.

(2) Highway Repair: The Clerk reported that the Chairman had taken up with David Hodge the general matter of failure to repair and, in particular, inadequate response from the Contact Centre. As a result, David Hodge had sent a very strong e-mail to Derek Poole requesting action and suggesting that a meeting took place with him and the Clerks from Warlingham, Chelsham & Farleigh and Tatsfield to agree a process of action and what outcome can be expected in the future.

(3) Old Lane: See earlier under Grants

(4) Village Centre: See under Report of County Councillor.

- (5) Village Centre CCTV: In the absence of the Chairman, there was no report.
- (6) Speedwatch: In the absence of the Chairman, there was no report.
- (c) Rights of Way Matters: Jon Allbutt drew attention to the fact that heavy goods vehicles were often found using local roads that were totally unsuitable for such vehicles. The drivers were attempting to use these roads because they were directed on to them by on the satellite navigation systems in common use by HGV drivers and were unaware that they were impassable for such vehicles.. This was also the case with drivers of emergency vehicles who were unfamiliar with the locality. He indicated that he and other residents of Goatsfield had taken the matter up with Surrey CC Rights of Way Group and had received permission to erect signs at suitable places warning that the road was unsuitable for HGV's and was not available for through traffic. Whilst Surrey CC were not able to provide signs, he felt that residents of similar roads might wish to take similar steps to prevent HGV's using their roads.

## 9. Reports

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

- (1) Village Centre Re-organisation: He reported that a design proposed by the Group comprising himself, the Chairman and Vice-Chairman, Councillor Bob David and Mrs S Philibert had been accepted, subject to some amendments, by County Highways and by Health & Safety. He exhibited a copy of the proposals and indicated that these would be publicised in the Parish Magazine and all households would be circularised with details including a copy of the plan. It was hoped that the scheme would be submitted to SCC Joint Local Committee in January.
  - (2) Ricketts Hill Road: He was checking the position as to whether any road improvements were to be programmed for this road.
  - (3) Tatsfield School: He confirmed that the Traffic Order had been advertised,
  - (4) Buses-4-U: He was endeavouring to arrange sponsorship for this service so that local residents would be able to use the service without paying a membership fee and either at reduced fares or entirely free.
  - (5) Ship Hill: He indicated that whilst the recent roadwork had been carried very well, he was only too well aware that the traffic management had been dismal and he was looking into the matter urgently.
- (b) District Councillor: Bob David reported on the following matters:-
- (1) Crossways Court: There had recently been damage caused by vehicles driving over the grass verge as well as some vandalism. He was therefore canvassing the residents as to whether they would like to have boundary hedge planted.
  - (2) Old Lane: The postbox had recently been forcibly removed and had not as yet been replaced. He was lobbying the Post office to deal with the matter urgently and it was agreed to support the residents. The Clerk was instructed to write accordingly.
  - (3) Refuse Collections: Residents in some local roads had been advised by Tandridge DC that refuse would no longer be collected because the state of their road was a Health & Safety hazard. He had made strong representations and understood that Tandridge had now changed its mind and collections would continue.
  - (4) Recycling Public Meeting: He had organised a public meeting on Monday 20 November.
- (c) Police: Ian Mitchell had nothing to report.
- (d) Biggin Hill Airport: Ian Mitchell indicated that the Airport was endeavouring to exploit the executive jet market by arranging individual flights for parties. There was a possibility that this might contravene the terms of its lease.
- (e) Transport Matters: In the absence of the Chairman, there was no report.
- (f) Youth Activities: Jon Allbutt reported that the Tatsfield Youth Project was very active and met at regular intervals. As the Project had now opened an official bank account and was properly registered, the Clerk was authorised to pay the previously authorised grant in full to the Project.
- (g) Parish Emergency Plan: Jon Allbutt reported that Surrey CC had now approved the Emergency Plan and he would be supplying the Clerk with a copy so that it could be formally approved at the next meeting. He was concerned that if such an emergency arose, there was no generator available to provide power for the Village Hall. The cost of purchasing a generator was considerable and it seemed that hiring such a generator was the only option, albeit unsatisfactory..
- (h) Risk Assessment: Nothing to report.

## 10. Village Hall

(a) Management Committee Report: Wendy Maddison reported that the recent Barn Dance had raised £710, The pantomime would take place on 23 December and it was agreed that the Committee could borrow chairs from the Parish Room. The Hall would be open between 3-5 p.m. on Xmas Day for people to drop in.

Investigations were continuing as to the best way to improve the Hall acoustics.

(b) Village Hall Constitution: The Clerk reported that the position with regard to a new constitution had been on hold pending final agreement of the sale/lease back. As the sale/leaseback had now been agreed, the files would have to be reviewed but it was accepted that the Parish Council had serious concern over the question of co-opted members and the Charity Commission had indicated that the Parish Council would be able to make comments on the matter direct to the Charity Commission "in due course".

(c) Village Hall Lease: The Clerk reported that he believed that the matter had now been completed.

## 11. Property & Land Maintenance

General:

(1) Parish Room- Access: Nothing to report.

(2) Beech Wood, Ricketts Hill Road: Jon Allbutt had nothing to report.

(3) Tatsfield Green: The Clerk reported that he had received a request from the Rev Catherine Wood for permission to continue to display a sign on the Green asking drivers to slow down for wildlife. A copy of the letter giving full details was given to all members. After discussion, it was proposed that permission should be given. This proposal was defeated with 1 vote (Jon Allbutt) in favour and three against. The Clerk was requested to write accordingly.

(b) Tatsfield in Bloom: Jon Allbutt indicated that planning was in hand for the coming year.

(c) Pond: Wendy Maddison indicated that the problem of weed control still had not been solved. At present, the contractor was removing large quantities of the weed at each visit.

## 12. Meetings to Attend - None

## 13. Correspondence

(a) Countryside Alliance Campaign: The Clerk drew attention to a letter from the Alliance indicating that the Government appeared to be failing to support rural post offices. He had circulated a copy of this letter to members and it was agreed that a letter be sent to the Minister concerned expressing the Council's support for the local post office.

(b) Children & Young People's Trust Consultation: The Clerk drew attention to the Consultation by Surrey County Council. This was seeking the view's of the Parish Council on the development of the Children and Young Person's Trust arrangements which aim to bring all agencies together to achieve the outcome of Surrey C & YP Plan. The consultation was open until the 22nd December. It was agreed that Jon Allbutt would consider the Consultation document and report back at the next meeting.

## 15. Any Other Business

(1) Westmore Green: Ian Mitchell indicated that there was a gully that was likely to cause flooding. Uit appeared further repairs to it had been carried out.

The Meeting closed at 10,44 p.m.

## PLANNING APPENDIX A

### RESULTS:-

Refused

06/1096 96 Paynesfield Road WITHDRAWN

06/1315 Crayford Cottage, Johns Road WITHDRAWN

06/1254 Land at Church Farm, Church Lane WITHDRAWN

Appeals

Pending

06/0818 The Manor House, Ricketts Hill Road  
06/0887 Church Farm, Church Hill (granny Annexe)

#### CURRENT APPLICATIONS:-

06/1361 MSA West, Clacket Lane  
Erection of HGV Wash Enclosure.  
Recommendation: Objection based on loss of HGV parking

06/1404 Church Farm Barn, Church Hill  
Demolition of portal frame agricultural building; erection of 2 x 3 bed semi-detached dwellings.  
Recommendation: Comment to be made that consent already exists and the Parish Council is sympathetic to the repositioning of the dwelling. After further consideration, additional response to be made objecting to application amending previous application and changing the footprint.

06/1428 Del A Cor, Lusted Hall Lane  
Demolition of dwelling and garage; erection of 5 bed chalet style dwelling with attached double garage.  
Recommendation: Objection to be lodged based on the disproportionate increase in size of dwelling and inappropriate development in MGB

06/1512 96 Paynesfield Road  
Erection of first floor side and rear extension  
Recommendation: No objection

06/1519 Esher Cottage, Ricketts Hill Road  
Erection of pitched over flat roof and raising of existing roof; erection of front extensions and conversion of garage to habitable room.  
Recommendation: No objection but request for condition prohibiting habitable rooms in extended roof space

06/1552 Halston, Clarks Lane  
Retention of conservatory and utility room and reduction of roof  
Recommendation: Disapproval of the retrospective nature of the application to be made.

06/1556 Fernlea, Old Lane  
Erection of single storey rear infill extension & part infill & repitch of rear roof slope; erection of rear dormer window incorporating associated solar panels to flat roof and rear extension  
Recommendation: Concern to be expressed that the proposed development is inappropriate development in the Metropolitan Green Belt.

06/1563 The Grasshopper Inn, Moorhouse  
Refurbishment of first floor staff accommodation and relocation of manager's bedsit to roof space.  
Recommendation: No objection

06/1569 Church Farm, Church Hill  
Erection of detached garage  
Recommendation: Concern to be expressed at the size of the proposed garage and at the introduction of an additional building on a site within the MGB and AGLV

06/1570 Church Farm, Church Hill  
Erection of wind turbine  
Recommendation: No objection but request for reduction in height

06/1581 Crayford Cottage, Johns Road  
Retention of non-illuminated advertisement board  
Recommendation: No objection to temporary consent for 3 months

06/1584 1 Shipfield Close  
Fell 1 Ash tree – TPO 104 (God)  
Recommendation: To be the subject of further consideration.

06/1635 The Stables, Park Farm, Rag Hill Road  
Conversion of garage to habitable accommodation.  
Recommendation: To be considered by the next Planning Councillor.

## **MINUTES of a Meeting of Tatsfield Parish Council held on the 11th December 2006 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.**

Present: Mr Alan Fry (in the chair)  
Mr Jon Allbutt Mrs Margaret Boadella  
Mr Tony Erbes Mrs Wendy Maddison  
Mr Ian Mitchell Mr David Wood

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

And 5 parishioners.

### 1. Apologies

### 2. Declarations of Interest:

(a) Planning: Wendy Maddison declared a personal prejudicial interest in relation the application relating to Fernlea, Old Lane, Tatsfield owned by her daughter and son-in-law. She left the meeting during the discussion of this item.

(b) Grants: Ian Mitchell declared an interest as a member of the Committee of Greener Tatsfield.

### 3. Minutes

The Minutes of the meeting held on the 13th November 2006 were approved and signed as a correct record

### 4. Matters Arising:

(a) Xmas Tree: David Wood indicated that a tree had now been erected and dressed and he wished to express his grateful thanks to the all those who had helped in this task.

### 5 Tatsfield School

The Chairman indicated that period of consultation for the necessary Traffic Order had now ended and the Tandridge Local Committee had made the order at its meeting on 6 December. The only matter raised by the residents of Vern Place was concern about the level of traffic noise that would be occasioned by the traffic tables intended to reduce traffic speed. This would clear the way for building of the new school to commence in the New Year.

Concern was expressed as to the lack of information about the exact terms of the agreement to be entered into with the County Council. The Chairman indicated that whilst nothing had been heard from Surrey officially he and the Clerk, along with David Hodge, had been pressing for an official response to the draft Heads of Agreement that had been submitted for the County Council's approval some months ago. Verbally, the County Council had indicated that it was in agreement with them. The Chairman assured members that they would be consulted before these Heads of Agreement were finally agreed and that this would occur

before building operations commenced.

## 6. Planning Matters

(a) Current Applications: Wendy Maddison reported on the applications listed in Appendix A and the action agreed is as shown in Appendix A.

(b) Sundry Planning Matters:

(1) Kent CC Development Plan: The Clerk drew attention to a consultation on the Core Minerals Strategy that was being submitted to the Secretary of State in this matter. The consultation was open till 18 January 2007. It was agreed that no response was required.

(2) Surrey Waste Plan: The Clerk reported that he had been notified that the Plan was now the subject of independent examination and Public Examinations would commence on 13 February 2007 at County Hall and would last some 3-4 weeks.

(c) Planning Councillor: David Wood

## 7. Finance

(a) Grants:

(1) East Surrey Museum: The Clerk reported that he had received no further information..

(2) Old Lane: The Clerk reported that as yet he had not received an account in this matter and the cheque had therefore not been sent.

(3) St Mary's Church: The Clerk reported that he had received an application from the Church for financial support in 2007 in connection with a proposal to open the vacant shop at 1 The Parade, Westmore Green, as a coffee shop/meeting place. Full details of the proposal had been circulated to members. The Chairman indicated that he felt that discussions should take place with the Church before any decision was made as he felt that it was possible that there might be an alternative venue that should be considered before financial commitments were undertaken. He would discuss the matter with the Church and report back.

(4) Tatsfield Horticultural Society Community Composting Scheme: The Clerk reported that he had received an application for a grant of £200 towards the cost additional tools and ongoing maintenance for the shredder. Details of the application had been distributed to members and it was agreed that a grant of £200 would be made.

(5) Greener Tatsfield: The Clerk reported that he had received an application for a grant to assist with the publication of a booklet for distribution to all households in the Parish giving information about issues such as energy saving, local public transport services, fair trade goods, water meters, etc. After discussion, it was agreed that a decision would be deferred pending discussions with the Committee to clarify various matters. The Chairman agreed to report back to the next meeting.

(6) St Mary's Churchyard: The Clerk reported that he had received an application for a grant to assist with the maintenance of the churchyard. Full details had been distributed to members and it was agreed that a grant of £500 would be made.

(b) Audit: The Clerk reported that the Audit had now been completed and it was unanimously agreed that the Annual Return be approved and accepted. The Clerk indicated that the Auditor had raised two matters that required attention. These were:

(1) That the level of the Fidelity Insurance should be raised to a level that was adequate to protect the Council against loss "in the light of the balances held at 31/3/06". The Clerk reported that the cover at present was £50,000 and the total funds at 31/3/06 were £52,669 and at 31/3/07 were likely to be between £50,000-60,000. It was agreed that the cover should be increased to £60,000

(2) That the employment status of all individuals employed "on a self employed basis" should be reviewed. There were no individuals employed on this basis and the Clerk had obtained written confirmation from the Tax authorities that he could receive his salary without deductions. It was therefore agreed that no further action was required.

(c) Budget 2007/2008: The draft budget prepared by the Clerk was discussed and, after discussion, it was agreed unanimously that the Budget ( a copy of which is attached to these Minutes) be approved and that the precept be set at £7,500.

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

## 8. Highways & Rights of Way

(a) Highway Matters:



(1) Traffic Survey: Jon Allbutt reported that arrangements were in hand to hold the traffic survey on Tuesday 16th January and Thursday 18th January between 7.00 and 19.00. He indicated that volunteers were urgently required to assist in taking the census. He also agreed to investigate the possibility of establishing an additional census point to monitor the amount of traffic endeavouring to access Paynesfield Road from Ricketts Hill Road.

(2) Village Centre: Following the publication in the Parish Magazine of details of the proposals, the Clerk reported that he had received a copy of a letter from a local resident addressed to Councillor David Hodge criticising the proposed new layout. David Hodge indicated all comments and suggestions would be considered before a final decision was made. The matter was due to be discussed at the SCC Tandridge Joint Committee on 26 January 2007. Jon Allbutt expressed serious concern about the proposals and, in particular, about the entrance of traffic to the village.

(3) Village Centre CCTV: Nothing to report.

(4) Speedwatch: Nothing to report.

(5) Highway Maintenance: Jon Allbutt expressed concern at the defects apparent in Ship Hill. He was assured the matter was already receiving attention.

(c) Rights of Way Matters:

(1) Paynesfield Road: The Clerk indicated that he had received a petition from a number of residents of Paynesfield Road asking that an obstruction should be erected preventing vehicles entering or leaving lower unmade part of Paynesfield Road. The basis for the petition was that that part of the road was unsuitable for vehicles and yet it was being used more and more by traffic as a through route from Ricketts Hill Road to the village centre. It was agreed that the petition be noted. The Chairman indicated that he did not consider that the Parish Council had any right to erect any sort of traffic barrier and indicated that the matter would be discussed at a meeting in the near future to be arranged by David Hodge with representatives of Surrey Highways, Surrey Rights of Way and local residents.

## 9. Reports

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

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

(1) Council Tax: He anticipated that Tandridge DC would be increasing Council Tax by 5% or just under.

(2) Recycling Public Meeting: This public meeting had been attended by approximately 40 people and had been very interesting. The majority of those attending wanted to see more types of rubbish collected.

(3) Refuse Collection: The threat by the Refuse Contractor not to collect refuse from some properties on some unmade roads had not been carried through.

(4) Crossways Court: The majority of residents were now in favour of a hedge being planted to protect their privacy.

(5) Affordable Housing: He had recently attended a meeting on site and was pleased to learn that the building work was ahead of target and it seemed likely that completion would be in May/June next year.

(6) Vandalism: He was sorry to report that recently a car belonging to a resident in the village centre had had its tyres slashed on two separate occasions.

(c) Police: Ian Mitchell drew attention to a report in the Surrey Mirror of the crime figures for the Tandridge area. He had calculated that, if the published figures were accurate, Tatsfield had the highest crime rate per 1000 population. However, he wished to check the figures before drawing conclusions. The Chairman reported that Tatsfield now had its own Police Community Support Officer, Conrad Cheeseman, and he had agreed that he could use the Parish Room as a local base.

(d) Biggin Hill Airport: Ian Mitchell indicated that, despite a reduction in air traffic movements, there was an argument being pursued in certain quarters over the legitimacy of both incoming and outgoing flights.

(e) Transport Matters: Nothing to report.

(f) Youth Activities: The Clerk reported that the grant had been paid over and the Youth Project Treasurer had promised to provide full details of the way the money had been utilised. Jon Allbutt expressed thanks on behalf of the Project. He indicated that there was concern that, when visiting the village, the Youth workers manning the Youth Bus staff did not appear to be very enthusiastic in making contact with the youth of the village.

(g) Parish Emergency Plan: Jon Allbutt indicated that he felt that the draft Plan had reached a stage when it should be circulated to members as there were a number of matters that required consideration by the Parish Council. It was agreed that copies of draft Plan would be circulated to members so that they could consider

it before the next meeting.

(h) Risk Assessment: Nothing to report.

#### 10. Village Hall

(a) Management Committee Report: No report

(b) Village Hall Constitution: It was understood that the Hall Committee had written to the Charity Commission with a number of queries and that a copy of the letter would be made available to the Parish Council.

(c) Village Hall Lease: The Clerk reported that the matter had been completed on the 10th November 2006 and the freehold title was now registered in the Parish Council's name. He also reported that he had arranged for the Hall to be included within the existing policy with Allianz Cornhill for the sum of £658,880, the amount for which the Management Committee currently insured the Hall. He had completed a proposal form and the additional premium payable for the remainder of the current premium year had not yet been notified to him. It was agreed that the amount of the insurance cover should be considered and the Clerk was asked to investigate the cost of obtaining a professional advice.

#### 11. Property & Land Maintenance

General:

(1) Parish Room- Access: Nothing to report.

(2) Beech Wood, Ricketts Hill Road: Jon Allbutt had nothing to report.

(3) Tatsfield Green: The Clerk reported that, as instructed at the last meeting, he had advised the Revd Catherine Wood that consent would not be given to the erection of the Wildlife sign on the verge of the Green. She had acknowledged this letter and asked if there was possibility of the Council changing its mind and/or allowing a different sign. The Chairman drew attention to the fact that under the Council's Standing Order 36 a decision could not be reversed within 6 months except by a special resolution proposed by 2 members. The Chairman indicated that the Reverend Wood had withdrawn the application for planning consent. He indicated that he had discussed the matter with Tandridge DC and he felt that there was a possibility that a solution could be found that would be acceptable to all concerned. It was his intention to discuss the matter with the Reverend Wood and he would report back.

(b) Tatsfield in Bloom: Jon Allbutt reported that preparations for the coming year were well in hand.

(c) Pond: Wendy Maddison reported that, on the occasion of the recent maintenance visit, it had been agreed that the weed growth in the pond would be monitored and the matter discussed again in January. She also drew attention to the fact that one of the "Danger" signs had been broken and it was agreed that as this could be repaired, enquiries should be made to ascertain whether smaller signs could be used.

#### 12. Meetings to Attend -

(a) SCAPTC General Meeting: Wed 17 Jan 2007 (7 – 9 pm) at The Council Chamber, Mole Valley DC Offices, Pipbrook, Dorking – Ian Mitchell agreed to attend.

#### 13. Correspondence

(a) Ahmadiyya Moslim Association: The Clerk reported that this Association had written to all parishes within Surrey as it wished to hold displays similar to those that it had already held in various Surrey libraries. It wished to hold an Islamic cultural exhibition for one day and would like to use the Village Hall for this purpose. It was agreed that the request should be passed to the Hall Management Committee to deal with.

#### 14. Any Other Business

(1) Government Report on Housing: Ian Mitchell indicated that he had placed a copy of this report in circulation.

(2) Planning Applications: It was agreed that the procedure for consideration of planning applications should be reviewed and consideration given to a formal Planning Committee. It was agreed that the matter should be placed on the agenda for the next meeting.

The Meeting closed at 10.35 p.m.

**RESULTS:-**

**Approved**

06/1361 MSA, Clacket Lane  
06/1339 Rosedene, Ricketts Hill Rd  
06/1405 Church Farm Barn, Church Hill  
06/1512 96 Paynesfield Rd - Objection lodged

**Refused**

06/1259 The Stables, Park Farm, Rag Hill  
06/1428 Del a Cor, Lusted Hall Lane  
06/1404 Church Farm Barn WITHDRAWN  
06/1534 The Rectory, Ricketts Hill Rd – WITHDRAWN  
06/0303 The Paddocks, Lusted Hall Lane

**Appeals**

**Pending**

06/0818 The Manor House, Ricketts Hill Road  
06/0887 Church Farm, Church Hill (granny Annexe)

**CURRENT APPLICATIONS:-**

06/1584 1 Shipfield Close - fell 1 Ash tree – TPO 104 (God) Recommendation: No objection to be made following satisfactory enquiries indicating that there was no alternative to felling due to the bad condition of the tree.

06/1635 The Stables, Park Farm, Rag Hill Road - Conversion of garage to habitable accommodation. Recommendation: Objection lodged on grounds that condition preventing conversion only imposed very recently and no change occurred since.

**MINUTES of a Meeting of Tatsfield Parish Council held on the 9th  
January 2007 in the Parish Room, Westmore Green, Tatsfield  
commencing at 8.00 p.m.**

Present: Mr Alan Fry (in the chair)  
Mr Jon Allbutt Mrs Margaret Boadella  
Mr Tony Erbes Mr David Wood

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

And 46+ parishioners.

1. Apologies Ian Mitchell (absence abroad) and Wendy Maddison (absence abroad).

## 2. Declarations of Interest: None

## 3. Minutes

The Minutes of the meeting held on the 11th December 2006 were approved and signed as a correct record subject to the correction of the number of parishioners attending from 5 to 15 and the correction of typographical errors of “dressed” and “those” in Paragraph 4(a).

## 4. Matters Arising: None

## 5 Tatsfield School

The Chairman reported that he and the Clerk had had a meeting with Tony Dawkins of Peter Dickin & Co to discuss the Heads of Agreement to be entered into with Surrey CC. As a consequence of that meeting, amendments had been suggested to the Heads of Agreement and it was unanimously agreed that as this was a legal contract to be entered into by the Parish Council, discussion of these amendments should take place in private after the withdrawal of the press and public.

The Chairman indicated that a meeting of the Project Committee had been scheduled for 11 January but had had to be postponed and would take place as soon as possible. He indicated that he would ensure that certain matters of concern in relation to soft landscaping to the school building and landscaping details for the amenity land were raised.

## 6. Planning Matters

(a) Current Applications: David Wood reported on the applications listed in Appendix A and the action agreed is as shown in Appendix A.

(b) Sundry Planning Matters:

(1) Formation of Planning Committee: The Chairman indicated that he would like members to give this matter some thought so that a full discussion could take place at that next meeting.

(c) Planning Councillor: Ian Mitchell

## 7. Finance

(a) Grants:

(1) Old Lane: The Clerk reported that as yet he had not received an account in this matter and the cheque had therefore not been sent. He was asked to ascertain whether the work had been carried out.

(2) St Mary's Church: The Chairman reported that he had discussed this matter with the Church and it appeared that the whole question of the Drop-in Centre was in doubt and it was agreed that the matter should be taken off the agenda unless and until any further was heard. The Chairman indicated that he had offered the facility of the Parish Room as a possible alternative.

(3) Greener Tatsfield: The Chairman reported that he had not been able to discuss this matter with the Organisers but he would endeavour to report back at the next meeting.

(b) Audit: The Clerk reported that, following the last meeting, he had applied for the fidelity cover to be increased and the Allianz Cornhill had requested the completion of a detailed proposal form to be signed by the Clerk and the Chairman. It was agreed that the proposal form should be completed and signed accordingly.

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

## 8. Highways & Rights of Way

(a) Highway Matters:

(1) Traffic Survey: Jon Allbutt reported that arrangements were all in hand to hold the Traffic Survey on Tuesday 16th January and Thursday 18th January between 7.00-19.00. As a result of the large public attendance at the meeting, he had obtained numerous offers of help to man the survey points. He would ensure that high visibility jackets were available to be worn by those involved.

(2) Highway Repair: The Chairman indicated that he had still not received a response to the Parish Council's letter drawing attention to the bad state of repair of local highways. He was, however, that efforts were being made to improve the situation.

(3) Village Centre: The Chairman reported that it was clear from the large number of local residents who had attended the public session prior to the start of the meeting that there was considerable concern at the proposal that had been circulated for public discussion. All the responses received were being forwarded to

David Hodge for his attention. He also made clear that there was still time for local residents to make comments although it was essential that this should be done within the next seven days. It was agreed that consideration of the Parish Council's response to the scheme would take place once Surrey Highways had had an opportunity to consider the responses and had indicated the final plan that it proposed putting forward for approval to the Surrey Tandridge Joint Committee.

(4) Village Centre CCTV: The Chairman indicated that there had been no progress made in this matter.

(5) Speedwatch: The Chairman indicated that a training session for those who had volunteered would be held on the evening of 17 or 18 January. He appealed for more local residents to volunteer for training as he felt that this was one way in which the community could help itself to reduce traffic speed locally.

(c) Rights of Way Matters:

(1) Kemsley Road: The Chairman reported that a meeting would take place between the local residents and representatives of Surrey CC in the next week and the outcome of that meeting would be reported at the next meeting.

## 9. Reports

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

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

(1) Post Office: Whilst no formal consultation was taking place about the future of local post offices, closures were certainly under consideration and he appealed to the Parish Council to make known its concerns if the local post office was to be considered for closure. It was agreed that a letter would be written to the Department of Trade & Industry expressing the Council's concern.

(2) Crossways Court: He was negotiating with Tandridge DC with regard to the planting of a boundary hedge that residents had indicated they would like. He indicated that he might approach the Parish Council for a financial contribution to the cost of planting the hedge.

(3) Westmore Road: He had carried out a survey of Westmore Road residents on the subject of speeding and he was disappointed that less than 50% of residents had responded.

(4) Rubbish Collection: He drew attention to the fact that now that collections did not take place on Mondays, collections were no longer changed as a result of Bank Holiday Mondays.

(c) Police: The Chairman welcomed the appointment of Tom Griffin as the Police Community Support Officer for Tatsfield and indicated that, as previously agreed, he would be using the Parish Room as a base.

(d) Biggin Hill Airport: In the absence of Ian Mitchell, there was no report

(e) Transport Matters: The Chairman indicated that he would be attending an East Surrey Transport Committee meeting on 11 January.

(f) Youth Activities: Jon Allbutt reported that the Project was very active and the next meeting was on 11 January.

(g) Parish Emergency Plan: It was agreed that this matter would be adjourned to the next meeting.

(h) Risk Assessment: Nothing to report.

## 10. Village Hall

(a) Management Committee Report: In the absence of Wendy Maddison, there was nothing to report.

(b) Village Hall Constitution: The Clerk reported that he had heard nothing further. It was understood that the Charity Commission had written to the Committee on certain points in the Constitution and that a copy of this letter and the reply that had been sent was on its way to the Clerk.

(c) Village Hall Lease: The Clerk reported that Allianz Cornhill had indicated that it wished to have the Hall inspected by its own surveyor to satisfy itself as to the adequacy of the sum insured. He would report the result in due course. The Clerk also reported that the Hall Committee had reported that there were some paving slabs loose on the ramps leading to the lobby doors. The Clerk was authorised to arrange for the slabs to be repaired so that they did not constitute a hazard. It was also pointed out that the gulleys on the ramps required cleaning out.

## 11. Property & Land Maintenance

General:

(1) Parish Room- Access: Nothing to report.

(2) Beech Wood, Ricketts Hill Road: Jon Allbutt indicated that he hoped to be able to report fully on this matter at the next meeting.

(3) Westmore Green: The Clerk reported that he had received a request from Tatsfield Horticultural Society for permission to hold its Annual Plant Sale on the Green on Saturday 12th May 2007. The Request was agreed.

(4) Tatsfield Green:

(A) Wildlife Sign: The Chairman indicated that he had discussed the matter with the Reverend Catherine Wood and he was hopeful that a solution had been found that was acceptable to all. This would involve suitable signs being attached to the existing Tatsfield signs at either end of the village and, possibly, some repeater signs in certain locations. He also indicated that Tandridge DC was considering erecting "Welcome to Tandridge" signs on the District boundary.

(B) BT Wayleave: The Clerk reported that he received a request from BT for a wayleave to lay telephone cables under part of Tatsfield Green. It was agreed that a meeting with BT should be arranged in order to discuss the exact location of the work to be carried out.

(b) Tatsfield in Bloom: Jon Allbutt reported that all necessary preparations were in hand for the coming year's display.

(c) Pond: As requested at the last meeting, the Clerk indicated that he had contacted Allianz Cornhill about the signs and it had indicated that it considered that two signs were still required unless there had been a significant change whereby access to the pond had been restricted to one area only. It suggested that the Parish Council should carry out a risk assessment in accordance with the procedure recommended by the Health & Safety Executive. The matter would be considered by Wendy Maddison.

The Clerk also reported that Aquajoy Water Gardens would be carrying out maintenance visits on 25 January, 2 March, 8 June and 1 November 2007.

12. Meetings to Attend -

(a) SCAPTC General Meeting: Wed 17 Jan 2007 (7 – 9 pm) at The Council Chamber, Mole Valley DC Offices, Pipbrook, Dorking.

13. Correspondence - None

14. Any Other Business

(1) Tatsfield Walks: David Wood indicated that he considered that these leaflets required updating and re-printing. It was agreed that he would obtain details of the cost involved and then report back.

(2) Highways: Jon Allbutt expressed his continuing concern about the erosion of highway verges in Ship Hill and Ricketts Hill Road. He also expressed concern about erosion on Westmore Green caused by cars being parked on the Green and he agreed to draw up a plan of the areas on the Green that required protection. The matter would then be discussed in greater detail at a later meeting.

The Meeting closed at 10.20 p.m.

Appendix A - Planning decisions by Tandridge District Council and Parish Council's earlier response  
RESULTS:-

Approved

06/1552 Halston, Clarks Lane Representations

06/1582 The Grasshopper Inn, Westerham Road

06/1156 Crayford Cottage, Johns Objected

06/1584 1 Shipfield Close

06/1635 The Stables, Park Farm, Rag Hill Road Objected

Refused

06/1404 Church Farm Barn

06/1556 Fernlea, Old Lane Representations

06/1569 Church Farm Cottage (detached garage) Objected

06/1570 Church Farm Cottage (wind turbine) Representations

Appeals

Pending

06/0818 The Manor House, Ricketts Hill Road

06/0887 Church Farm, Church Hill (Granny Annexe)

**CURRENT APPLICATIONS:-**

06/1830 Firs House (formerly known as Hardcourt), Ricketts Hill Road

Erection of brick piers and gates. Recommendation: No objection

06/1843 Spencers, Westmore Road

Erection of single storey rear extension & front porch Recommendation: No objection

**MINUTES of a Meeting of Tatsfield Parish Council held on the  
12th February 2007 in the Village Hall, Westmore Green, Tatsfield  
commencing at 8.00 p.m.**

Present: Mr Alan Fry (in the chair) Mr Jon Allbutt Mrs Margaret Boadella Mr Tony Erbes Mrs Wendy Maddison Mr Ian Mitchell Mr David Wood

In Attendance: Mr John Sandiford (Clerk),

Mr Bob David (Tandridge DC Councillor)

Mr David Hodge (Surrey CC Councillor)

And 38 parishioners.

Change of Venue: The Chairman indicated that the venue for the meeting had been changed from the Parish Room just before the meeting in order to accommodate more comfortably the anticipated number of parishioners who would be attending and to enable plans for the Village Centre proposals to be more easily displayed.

1. Apologies - None

2. Declarations of Interest:

(a) Planning: Ian Mitchell declared a personal interest in Application No.06/0018 relating to Land on the NW Side of Viewfield, Greenway as an adjacent landowner and acquaintance of the applicant and took no part in the discussions concerning that matter..

3. Minutes

The Minutes of the meeting held on the 8th January 2007 were approved and it was agreed that they should be signed as a correct record by the Vice Chairman due to the temporary incapacity of the Chairman.

4. Matters Arising:

(a) None.

5 Tatsfield School

The Chairman stated that he was very disappointed to report that there had been no progress since the last meeting. This was apparently due to the fact that Steve Evans, the Valuer & Estate Manager of Surrey CC was on jury service and, in addition, the Project Manager had changed. He had written to the Leader of Surrey CC expressing his concerns and he hoped to be invited to a meeting at County Hall in the next week to be briefed on the current position. He was asked about an assertion in the Tatsfield Primary School's newsletter that Mr Gordon Reeves had "moved from a position of agreeing a land swap to where the land

was being sold". He indicated that Surrey CC preferred a land swap but he had no definite information and would seek to clarify that aspect at the meeting.

Following the agreement of the revised Heads of Agreement at the last meeting, the Council's agent, Tony Dawkins had written the following day to Surrey CC with the approved Heads of Agreement. He had subsequently followed the matter up but without achieving any response.

## 6. Planning Matters

(a) Current Applications: Ian Mitchell and the Chairman reported on the applications listed in Appendix A and the action agreed is as shown in Appendix A.

### 1(b) Sundry Planning Matters:

(1) Formation of Planning Committee: The Chairman indicated that he felt that it was desirable for this matter to be decided by the new Council. Ian Mitchell gave his reasons for changing his mind about and now favouring having a committee to deal with planning matters. And the Chairman indicated that he intended obtaining details as to how other Parish Councils dealt with consideration of planning matters.

(2) Surrey AGLV Review: The Clerk reported that Surrey Hills AONB Partnership was carrying out a review of the County's local landscape designation and was asking for a short questionnaire to be completed and returned by the end of February. The responses were agreed and the Clerk was authorised to return the questionnaire.

(c) Planning Councillor: Jon Allbutt

## 17. Finance

### (a) Grants:

(1) Old Lane: The Clerk reported that he had enquired when the work would be carried out and had been informed that the weather and the season have not been conducive and it had not been possible to take action. The matter was to be given some consideration in the near future. The Clerk was requested to express disappointment that the work had not been carried out.

(2) St Mary's Church: The Clerk reported that he had received a letter of thanks from the Church for the grant towards the cost of maintaining the hedges. The letter indicated that professional advice was suggesting that the long hedge should be coppiced and that this work would be best done in the autumn.

(3) Greener Tatsfield: The Clerk reported on the further information that had been forthcoming. After discussion, it was agreed that a grant not exceeding £250 would be made.

(4) Tandridge Voluntary Service Council: The Clerk reported that he had received a request for a grant of £500 and had circularised circulated members with details. After discussion, it was agreed to make a grant of £100 and the Clerk was asked to indicate that it did not consider able to justify any larger amount taking into account the other demands on its resources and the benefit ensuing to Tatsfield residents.

(5) Tatsfield Vern d'Anjou Association: The Clerk reported that he had received a request for a grant towards the expenses of the forthcoming of hosting visitors from Vern at Easter. It appeared that due to a change in EU regulations, grants were not being made for the period Jan-April 2007 and consequently the Association would have to raise funds elsewhere. It was agreed that a grant of £250 would be made.

(6) Tatsfield Art Group: The Clerk reported that he had received a request for a grant of £70 as a contribution to the costs of hire of hall and cost of materials involved in an Art Workshop for older children to be held in March. This was agreed.

(b) Audit: The Clerk reported that the proposal form to increase the Fidelity Guarantee Cover had been completed and signed by himself and the Chairman and returned to the Insurance Company. The Insurance Company had asked for certain confirmation from the Chairman and this had given. The Clerk also reported that the Audit Commission was proposing to extend the appointment of BDO Stoy Hayward as auditors for a further year. It was open to the Council to respond to the proposed appointment if it had any comment to make. If it did not have any comment to make, there was no need to respond. It was agreed that no response should be made.

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

1

## 18. Highways & Rights of Way

### 1(a) Highway Matters:

1(1) Traffic Survey: Jon Allbutt reported that the traffic survey had been completed satisfactorily and the



results were being evaluated. The initial impression was that there was an increase in traffic flow and that the roads seemed busier. It was noted that High Visibility jackets had not been worn at all times by those taking part and attention would have to be given to this aspect in future.

1(2) Highway Repair: The Chairman indicated that he had still not had a definitive reply to his letter drawing attention to the very bad state of local roads. David Hodge indicated that he and the County Council were aware of local concerns and the whole matter was under consideration. It was important for residents to report all wants of repair and he urged residents to report directly to him.

(3) Village Centre: The Chairman reported that revised plans had been shown to residents and it seemed that, for the most part, the amended scheme met with approval. The further comments that had been made would now be considered and, if appropriate, further amended plans would be prepared and available for inspection at a public meeting to be held on Saturday 10 March between 10.00 and 11.00 a.m. on current position. The plans would also be available prior to the next Parish Council meeting on 12 March. A vote of thanks was passed to David Hodge for his efforts to make plans available to residents and for the opportunities to comment thereon.

(4) Village Centre CCTV: Nothing to report.

(5) Speedwatch: The Chairman indicated that certain delays had occurred but it seemed certain that training of volunteers would take place shortly.

(6) Church Farm Barns: The Chairman indicated that this development could not have Church Hill as its address and the developer had approached him with the suggestion that the road leading to development should be named Gwynedd Close in view of the historical association of the site with the brother of the Prince of Wales and the Princes of Gwynedd. This suggestion was agreed.

(c) Rights of Way Matters:

(1) Kemsley Paynesfield Road: David Hodge reported that, after detailed consideration of old estate maps, it had been concluded that the erection of any gates or posts would be an obstruction and could be not permitted.

## 9. Reports

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

1(1) Council Tax: The Surrey rate tax was to rise by 4.4% and the Fire Services Surrey Police tax by approximately 4.9%

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

(1) Council Tax: Council tax would almost certainly increase by 4.4%.

(2) Kemsley Paynesfield Road: He did not accept the conclusion reached by Surrey CC that the erection of a gate or post was not permissible.

(3) Post Office Consultation: A number of residents had responded to the consultation and he hoped that the Parish Council would also respond.

(4) Recycling Collections: These had been disrupted to a small extent by the recent bad weather. Residents who had been missed should notify and a special collection would then be made.

(5) Lusted Hall Lane Development: This development was likely to be completed ahead of schedule and it was expected that the first occupants would move in in May.

(6) Johns Road: Contractors' vehicles had been recently been causing obstruction and he had appealed to them to park considerately.

(7) Local Government Reorganisation: He was pleased to report that all local authorities in Surrey had rejected the possibility of unitary authorities.

(c) Police: Ian Mitchell reported that the e-mail notification system appeared to be working well. The presence of the new Police Community Support Officer was also to be welcomed.

1(d) Biggin Hill Airport: Ian Mitchell reported that he had attended the January Meeting of the Consultative Committee and he drew attention to the following matters:-

1(1) The question as to whether certain flights to the Channel Islands contravened the provisions of the Airport Lease was still the subject of correspondence with LB Bromley.

1(2) London City Airport had applied to change its flight pattern and there were concerns that this could detrimentally affect Biggin Hill.

(3) The amount of private flying continued to decline while commercial flying is on the increase.

(4) The airport was considering the impact of the coming Olympics..

1(e) Transport Matters: There was nothing to report.

- 1(f) Youth Activities: Jon Allbutt reported that that on 10 February, some 16 Tatsfield youths had been involved in making a film that would be produced on DVD. He also expressed appreciation to Dave Hancock who was organising a Golf Charity Day on 22 March in aid of the Youth Project.
- (g) Parish Emergency Plan: The Clerk would be circulating members with a copy of the draft Emergency Plan with a view to it being approved at next meeting.
- (h) Risk Assessment: Nothing to report.
- (i) Local Agenda 21: Ian Mitchell indicated that the Group was giving attention to the TDC's policies on recycling of cardboard and plastic.

#### 110. Village Hall

- 1(a) Management Committee Report: Wendy Maddison reported that consideration was being to the redecoration of the Hall. A much cheaper supplier of first extinguishers had been found and details would be passed to the Clerk.
- 1(b) Village Hall Constitution: The Clerk reported that he had heard from the Hall Committee with a copy of the correspondence that had passed between it and the Charity Commission. He had circulated members with advice and, after discussion, it was agreed that the Clerk should write to the Charity Commission to express the Parish Council's view that co-opted members should be limited to no more than two.
- 1(c) Village Hall Maintenance: The Clerk confirmed that temporary repairs had been made to the loose paving slabs and the gulleys had been cleared. Jon Allbutt indicated that he had obtained an estimate to repair of the fencing damaged recently by high winds and it was agreed that the Chairman could take appropriate action once he had seen and approved the estimate.

#### 111. Property & Land Maintenance

##### (a) General:

- 1(1) Parish Room; The Clerk reported that some damage had been caused to one of the posts supporting the roof. This was the same post that had been damaged previously. The Chairman had arranged for it to be inspected. The Clerk indicated that he had written to the person responsible
- (2) Graffiti: The Chairman reported that he had ordered a graffiti cleaning kit for the use of the Parish at a cost of approx £50
- (3) Health Act 2006: The Clerk reported that this Act came into force on 1 July 2007 requiring all work and public places that are substantially enclosed to be "smoke free". This would apply to the Parish Room and to the Village Hall both of which are at present voluntarily "smoke free" zones. He had completed a questionnaire on the circumstances prevailing in the Parish Room and was passing the same questionnaire to the Hall Committee for completion.
- (2) Beech Wood, Ricketts Hill Road: The Clerk indicated that he had received, via the editor of the Parish Magazine, an enquiry from a resident of Old Lane about the right of local residents to remove fallen branches etc from the Wood. It was agreed that, in normal circumstances, fallen branches were to be left to rot but where they obstructed a footpath, it was necessary for them to be moved. Jon Allbutt indicated that, as an emergency measure, he had arranged for Chris Lehan to deal with trees blown down on Parish land recently in high winds that were blocking either the road or footpaths.
- (3) Westmore Green: The Clerk reported that he had received a request from Tatsfield Village Hall for the erection on the island. of a signboard advertising a forthcoming musical revue. The signboard would be in place from 24 Feb to 12 Mar. This was agreed.

##### (b) Tatsfield Green:

- (1) Slow Down for Wildlife Sign: The Chairman indicated that discussions were still ongoing.
- (2) BT Wayleave – Tatsfield Green: The Chairman reported that he and Jon Allbutt had had a meeting with the Engineer in charge of the matter and had agreed to grant the wayleave subject to conditions as when and how the work was carried out. The work had been delayed and it was hoped that it would be carried out during the Easter School holiday. Jon Allbutt had arranged a further meeting with the Contractor before work commenced.
- (3) Bt BT Wayleave – Old Lane: The Clerk reported he had just been informed that BT needed to lay an underground cable down one side of Old Lane. Details were being sent to the Clerk.
- (c) Westmore Green: Jon Allbutt indicated that he had given this matter careful consideration and considered that action had to be taken to protect the Green from damage caused by motor vehicles crossing and parking on certain parts of it. It was agreed that all residents of properties surrounding the areas affected

should be invited to a meeting to discuss the situation.

(c) Tatsfield in Bloom: Jon Allbutt that there would be a meeting of the Organising Committee in the following week. In the meantime preparations for the coming display were well in hand.

(d) Pond: Wendy Maddison reported that the January maintenance had not taken place due to bad weather conditions. Discussion took place with regard to the requirements of Allianz Cornhill that two signs were still required unless there had been a significant change whereby access to the pond had been restricted to one area only. It was agreed that there had been no significant change and it was therefore agreed that the damaged sign should be repaired and reinstated.

#### 112. Meetings to Attend -

(a) SCAPTC Prospective Candidate Event: Wed 28 February at Guildford Guildhall at 7 p.m.

#### 13. Correspondence

(a) Parish Council Election: The Clerk distributed a copy of the Timetable for the forthcoming election on 3 May 2007 and reported that an Information Pack was available for persons interested in standing at the next election.

(b) DTI Consultation on The Post Office Network: The Clerk reported that he had obtained a copy of the Consultation document for all members and this had been distributed so that members had had an opportunity to consider it prior to the meeting. It was agreed that members should complete the questionnaire individually but that, in addition, a questionnaire would be completed on behalf of the Parish Council.

(c) Local Government White Paper – Possible Restructuring: The Clerk reported that Tandridge DCc had indicated that no Councils in Surrey had put forward proposals for unitary structures and therefore the current arrangements will whereby Tandridge DC and Surrey CC provide key local services. Now that SurreyCC had confirmed that it will not be pursuing a unitary option, all Districts will be meeting with Surrey to see how closer working can improve service outcomes.

(d) Quality Town & Parish Council Scheme: The Clerk drew attention to a letter from NALC about the possible introduction of a statutory scheme. (in circulation).

(e) Consultation on Code of Conduct: The Clerk reported that he had received on the morning of the meeting a consultation on this matter from the Department for Communities and Local Government, comments on which were required by Friday 9 March. The Clerk indicated that he was trying to obtain copies of the document for each member and to ascertain whether the final date could be extended.

#### 15. Any Other Business

(a) Parish Council Meeting: It was noted that the second Monday in April would be Bank Holiday Monday and consequently the Council meeting would be postponed to Monday 16th April

The Meeting closed at 10.59 p.m.

PLANNING:

Appeals Pending:

06/0818 The Manor House, Ricketts Hill Road

06/0887 Church Farm, Church Hill (Granny Annexe)

CURRENT APPLICATIONS:-

07/0018 Land on the NW Side of Viewfield, Greenway

Erection of shed

Recommendation: Objection on grounds that it is inappropriate development in MGB

07/0037 & 07/0129 Manor Road

Replacement of reconductor low voltage overhead line with aerial bunder conductors (ABC) – standard specification

Recommendation: No objection

07/0053 33 Westmore Road

Conversion of garage to habitable room and single storey infill extension between garage and bungalow.

Recommendation: No objection

07/0063 Holt Cottage, Kemsley Road

Demolition of conservatory and erection of single storey extension

Recommendation: To be dealt with by the next Planning Councillor.

## **MINUTES of a Meeting of Tatsfield Parish Council held on the 12th March 2007 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.**

Present: Mr Alan Fry (in the chair) Mrs Margaret Boadella Mr Tony Erbes Mr Ian Mitchell Mr David Wood

In Attendance: Mr John Sandiford (Clerk),

Mr Bob David (Tandridge DC Councillor)

And parishioners.

1. Apologies Mr Jon Allbutt, Mrs Wendy Maddison and Mr David Hodge (Surrey CC Councillor)

2. Declarations of Interest: None

3. Minutes

The Minutes of the meeting held on the 12th February 2007 were approved and signed as a correct record

4. Matters Arising: None

5 Tatsfield School

The Chairman reported that, following the last Council meeting, he and the Clerk had met Julie Stockdale, the Capital Strategy Manager for SCC Education Planning and her colleague Liz Hanrahan in the Parish Room on Friday 2 March 2007. Carol Gibbard, the Headmistress, and Hilary Harber, the Chair of Tatsfield School Governors had also attended this meeting. Julie Stockdale had indicated that, due to changes in Government funding, the cost of borrowing the capital cost of the new School would not be met out of Government funds as had previously been the case. This meant that alternative sources of funding had to be found and this was being given the highest priority. The Chairman made clear that he and the School representatives had made clear that there would be a considerable public reaction if, for whatever reason, the project did not proceed. The Chairman indicated that he subsequently lobbied Peter Ainsworth MP who had indicated his full support.

The Chairman reported that a further meeting had taken place that afternoon when he and the Clerk had met Cllr Hodge, Gordon Reeve, and Steve Evans (SCC Property). Steve Evans had asked for clarification on certain matters contained in the Heads of Agreement and he had indicated that he would now be confirming in writing that the Heads of Agreement were acceptable to Surrey CC and would form the basis of a legal agreement. The County Council also wanted confirmation that it could cut or trim back all the boundary hedges to the Field and he had indicated that this would be agreeable. His action was unanimously agreed and the Clerk was instructed to write accordingly.

6. Planning Matters

(a) Current Applications: The Chairman indicated that Jon Allbutt had been unable to deal with the current applications due to business commitments and unfortunately had not passed outstanding applications to a colleague in accordance with the accepted practice of the Council. Discussion took place on the applications listed in Appendix A and the action agreed is as shown in Appendix A.

#### 1(b) Sundry Planning Matters:

(1) Vern Place: The Clerk indicated that he had received copies of correspondence relating to a proposal by Vern Place residents to install an entrance gate. Tandridge DC had been consulted and had indicated that the Council would normally follow Government advice and resist gated developments because “they detract from the ideals of inclusive and integrated communities”. A planning application would have to be lodged if the matter proceeded.

(2) Halston, Clarks Lane – 2006/1026: The Clerk reported that an appeal had been lodged and it was open to the Council to submit fresh views if it wished to do so. He had circulated details of the original application and response and, in addition, details of an approach made by the now owner. It was agreed that the reasons given for the refusal of permission by Tandridge DC, should be supported and the Clerk was instructed to write accordingly.

(3) Surrey Waste Plan: The Clerk reported that he had received Notifications of Proposed Changes to SCC Waste Plan documents and to the Alternative Site Allocation Proposal. These did not affect any sites within the Parish or anywhere close by. No representations had been made previously and it was agreed that no representations were required to these Notifications.

(c) Review of Planning Procedure: The Chairman indicated that he been unable to obtain a copy of any Standing Orders used by other Parish Councils for the establishment of a Planning Committee. He and the Clerk would endeavour to produce draft Standing Orders for consideration. David Wood indicated that he wished to place on record his concern that the current month’s applications had not been passed to another councillor for attention.

(d) Planning Councillor: Margaret Boadella

#### 17. Finance

##### (a) Grants:

(1) Old Lane: The Clerk reported that this matter was still outstanding and he was instructed to request that the work was carried out forthwith to avoid difficulties with the Contractor responsible for cutting the grass..

(2) Tatsfield Vern d’Anjou Association: The Chairman reported that, following the approval given at the last meeting to a grant of £250, he had been approached by the Association because it was in financial difficulties because it would not receive an EU grant due to a change in the rules. It was agreed that a further grant of £250 should be made. The Chairman suggested that the Committee should be asked to ensure that, in future, requests for a grant should be submitted much earlier so that proper consideration could be given. It was also suggested that it might be better for any grant to be made biennially on the occasion of the visit by Vern to Tatsfield.

(3) Tatsfield Responders: The Chairman indicated that he had been approached with a request for financial assistance for the purchase of much needed equipment. Previously, this equipment would have been provided by Surrey Ambulance Service but the merger of Surrey with Kent and Sussex Ambulance Services had brought with it funding difficulties and the equipment could not be provided. It was agreed that the required equipment should be purchased at a cost not exceeding £500.

(b) Audit: The Clerk reported that the increase in the Fidelity Guarantee Cover had been now been approved. (c) Payments: The payments listed in Appendix B were approved.

1

#### 18. Highways & Rights of Way

##### 1(a) Highway Matters:

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

1(2) Highway Repair: The Chairman indicated that he had still not received any response to his letter to the Senior Officer responsible for Highways at Surrey CC. He assured members that he was continuing to press the issue. This matter was the subject of great concern and many complaints all over the local area and beyond.

(3) Village Centre: The Chairman reported that the public meetings held in the Village Hall on Saturday 10 March and immediately before the Council meeting had been well attended and the revised proposals seemed to have been met with general approval. Some further suggestions had been put forward and these would be submitted to Surrey Highways for consideration in drawing up the final scheme that would be submitted to the Surrey CC Tandridge Local Committee’s June meeting. It was unanimously agreed that the latest scheme be approved.

(4) Village Centre CCTV: Nothing to report.

(5) Speedwatch: The Chairman indicated that he hoped training sessions for volunteers would be arranged shortly. The organiser was also in the process of identifying locations where speed checks could be properly carried out.

(c) Rights of Way Matters:

(1) Paynesfield Road: The Clerk reported that he had received from SCC Rights of Way Group copies of the documents on which the decision about the extent of the right had been based. These documents were an extract from a Conveyance dated 28 November 1884 of land forming the Colegates Farm Estate and including the whole length of Paynesfield Road. This document gave “full right and free liberty” for the purchasers to use the roads for all purposes.

## 9. Reports

(a) County Councillor: In the absence of David Hodge, there was no report. The Chairman expressed the thanks of the Parish Council to David Hodge for his efforts in relation to both the new school and to the Village Centre.

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

(1) Planning: He was in agreement with the comments made during the earlier discussion about Application No.07/0140 and he would also be pursuing the matter.

(2) Paynesfield Road: Whilst agreeing that the Clerk had correctly reported the decision of SCC Rights of Way Group, he still did not accept that their decision was final.

(3) Recycling: He was pressing Tandridge DC to extend the recycling service to include plastics and for the service to be weekly as was the case in some parts of the District.

(c) Police: Ian Mitchell indicated that he had nothing to add to the reports at the Police Community Liaison Meeting that had preceded the Council meeting.

1(d) Biggin Hill Airport: Ian Mitchell reported that the next meeting of the Consultative Committee would be in April. It seemed that private flying was still declining whilst commercial flying was at a satisfactory level.

1(e) Transport Matters: The Chairman indicated that he would be attending a meeting of the East Surrey Passenger Committee in the next week.

1(f) Tatsfield Youth Forum: In the absence of Jon Allbutt, there was no report. David Wood drew attention to the Golf Day being organised on 22 March in aid of the Forum and suggested that the Parish Council could make a donation. After discussion, it was agreed this was not appropriate.

(g) Parish Emergency Plan: The Clerk had circulated members with a copy of the draft Emergency Plan prior to the meeting. It was agreed that, in the absence of Jon Allbutt, the matter should be deferred to the next meeting.

(h) Risk Assessment: Nothing to report.

## 110. Village Hall

1(a) Management Committee Report: In the absence of Wendy Maddison, there was no report.

1(b) Village Hall Constitution: The Clerk reported that he had written to the Charity Commission as instructed at the last meeting but had not received any reply so far.

1(c) Village Hall Maintenance: The Clerk indicated that a quotation for the removal and replacement of four posts and the re-erection of four fence panels in the sum of £250 had been obtained. After consultation, this had been accepted and Jon Allbutt had been authorised to give instructions to proceed. The clerk reported that despite the earlier repair to the disabled ramps, more slabs have become loose and needed attention. He indicated that this would continue to happen because they are bedded on sand and are not cemented in. It was agreed that Tony Erbes would estimate to have the slabs cemented in.

1

## 111. Property & Land Maintenance

(a) General:

1(1) Parish Room: It was noted that the post had been repaired and no further action was required. It was however thought that some reflective tape or paint could be put on the post.

(2) Graffiti: The Clerk reported that the Kit had now been delivered and was available in the Parish Room, when required.

(b) Tatsfield Green:

(1) Slow Down for Wildlife Sign: The Chairman indicated that this matter was still under consideration by

Surrey Highways.

(2) BT Wayleave – Ricketts Hill Road: The Clerk reported that he had referred back to BT as to whether a consideration was payable for the grant of the wayleave and BT had now agreed to make a payment of £2,454. A revised agreement providing for this payment had therefore been submitted and it was agreed that the Clerk should sign this.

(3) BT Wayleave Old Lane: The Clerk reported that a formal request for a wayleave across part of the Green had now been received. He had immediately advised the Old Lane Frontagers Committee of the request and asked for comments. A consideration of £564 had been offered. It was agreed that the Clerk should pass on the concerns of frontagers about the possible blockage of the drainage ditch.

(c) Westmore Green: In the absence of Jon Allbutt, the Chairman reported that a meeting had been held in the Village Hall on Saturday 10 March. All the owners/occupiers of properties adjoining the Green had been invited to attend to discuss the matter of encroachment on the Green by vehicles. The majority of residents had attended and certain matters were to be investigated further before any decision could be reached.

1(d) Tatsfield in Bloom: In the absence of Jon Allbutt, there was no report.

(e) Pond: It was noted that the Contractor had recently carried out maintenance.

1

112. Meetings to Attend -

(a) Woldingham APM: Thursday 24 May 2007 at Woldingham Village Hall at 7.00 for 7.30 p.m.

(b) Warlingham APM: Tuesday 17th April at Farleigh Hall, Farleigh Court Road, at 8.00 p.m.

13. Correspondence

(a) Lusted Hall Lane Development: The Clerk drew attention to the request from the English Rural Housing Association for the Council's view as to the future of an area of woodland that two owners of properties in Goatsfield Road that backed on to the development had offered to purchase. It was agreed that the Clerk should discuss the matter with English Rural Housing and report back at the next meeting.

(b) Standards Board Research 2007: The Clerk reported that BMG Research had been commissioned by the Standards Board to carry out a survey looking in detail at the profile and work of standards committees and monitoring officers. The current survey related to the levels of satisfaction with the advice and guidance relating to ethics in local government and the code of conduct. One questionnaire was for completion by the Clerk and it was agreed that Ian Mitchell would complete the other.

(c) Standard Board Consultation on Amendments to Code of Conduct: The Clerk drew attention to the memorandum he had circulated to members and indicated that he had not received any comments. He had not therefore submitted any response.

(d) Regional Housing Strategy Review: The Clerk reported that the Regional Housing Board was inviting comments on what priorities the Board should take into account in allocating its funds for the three year period starting 2008/9. Replies were required to the questionnaire by 27 April 2007. It was agreed that no response would be made.

(e) SSAFA Forces Help: Ian Mitchell drew attention to a campaign to provide Gift Boxes for troops serving in Iraq. It was agreed that it should be left to individual members as to whether they wished to encourage support for the scheme.

15. Any Other Business

(a) Annual Parish Meeting: It was agreed that this would be held on Tuesday 22nd May 2007.

The Meeting closed at 10.32 p.m.

APPENDIX A PLANNING  
RESULTS:-

Approved

06/1105 Rosefield, Hillside Road No objection

## Refused

06/1830 Hardcourt, Ricketts Hill Road No objection  
06/0018 Land NW Viewfield, Greenway Objection lodged  
06/1519 Esher Cottage, Ricketts Hill Road No objection

## Appeals Pending

06/0818 The Manor House, Ricketts Hill Road  
06/0887 Church Farm, Church Hill (Granny Annexe)  
06/1026 Halston, Clarks Lane

## CURRENT APPLICATIONS:-

07/0063 Holt Cottage, Kemsley Road  
Demolition of conservatory and erection of single storey extension  
Recommendation: No objection

07/0140 Barn 2, Church Hill  
Erection of attached single storey building for residential use.  
Recommendation: Comment to be made on the quality of the expert opinion supporting the previous application.

T07/0164 The Paddocks, Lusted Hall Lane  
Retention and modification of existing fence and retention of gates  
Recommendation: Objection to be lodged on grounds that application is retrospective and that the alterations/amendments made since the refusal of the previous application are insignificant.

07/0166 Grenaun, Raghill Road, (formerly Parkwood Road)  
Erection of gates (max height 2.1m), 2m high brick piers and 1.85 high walls  
Recommendation: No objection/

07/0195 Firs House, Ricketts Hill Road  
Erection of brick piers and gates  
Recommendation: No objection.

07/0230 48 Paynesfield Road  
Erection of extensions to front side and rear elevations; formation of new roof over existing house with increased roof height; formation of 2 gables to front elevation and 2 gables with first floor balconies to rear elevation; erection of chimney to south east elevation.  
Recommendation: Further consideration to be given the grounds for an objection based on the size and extent of the proposed development.

07/0226 Moorhouse Tile Works, Westerham Road, Moorhouse  
Erection of single storey collator plant building and extension to existing collator building  
Recommendation: To be considered by the next Planning Councillor.

07/0273 Church Farm (land adjoining), Church Hill  
Erection of agricultural building  
Recommendation: Objection on the grounds that development was within AONB and AGLV and impact on surrounding area.



07/0303 Woodcote, Johns Road

Demolition of existing detached garage; erection of single storey side extension.

Recommendation: To be considered by the next Planning Councillor.

## **MINUTES of a Meeting of Tatsfield Parish Council held on the 4<sup>th</sup> April 2007 in the Parish Room, Westmore Green, Tatsfield commencing at 7.30 p.m.**

**Present:** Mr Alan Fry OBE QPM (in the chair)

Mr Tony Erbes                      Mrs Wendy Maddison

Mr Ian Mitchell Mr David Wood

**In Attendance:** Mr John Sandiford (Clerk),

Mr Bob David (Tandridge DC Councillor)

And 12 parishioners.

**1. Apologies**                      Mrs Margaret Boadella and Mr Jon Allbutt.

### **2. Declarations of Interest:**

**Planning:** Alan Fry declared a personal prejudicial interest in Application No.07/0289 – The Red House, Ricketts Hill Road.

Tony Erbes declared a personal interest in Application No.07/0289 – The Red House, Ricketts Hill Road.

### **3. Planning Matters**

#### **(a) The Old Ship – land adjoining:**

The Chairman indicated that the meeting had been held specifically so that the views of residents could be considered prior to any decision being made by the Parish Council as to the terms of its response in respect of Application No.07/0355 and so that the response could be submitted by the required date. This was a proposal to erect 4 terraced houses immediately adjacent to The Old Ship. Immediately prior to the meeting, members of the public had expressed concern about the following matters:

- (a) the inappropriateness of the proposed development in relation to the village centre and the alterations that were proposed;
- (b) whether the proposed village centre scheme was a factor that would be taken into consideration;
- (c) the effect on road safety;
- (d) the extent of the proposed development on a small site;
- (e) the inadequacy of the parking arrangements and the consequent increase in roadside parking;

(f) the new school development and the consequent increase in traffic;

(g) the future conservation of the village centre.

A full discussion took place in the light of the points raised by the public discussion and it was unanimously agreed that a strong objection should be lodged based on (a) road safety concerns over access in light of proposed school and village centre developments (b) lack of adequate parking facilities and (c) the inappropriate size and scale of the development relative to the site and the surrounding area.

It was further agreed that consideration should be given the possible protection of the village centre in the light of future possible development proposals.

**(b) Other Current Applications:** The Chairman indicated that it had been necessary to submit responses in relation to the other applications as listed in Appendix A and the action as shown was agreed. He indicated that neither he nor Tony Erbes had been involved in the discussion of the applications in respect of which they had declared an interest.

#### **4. Any Other Business**

**(a) Posters:** Attention was drawn to a proliferation of posters that had appeared on telegraph poles etc in the village. It was unanimously agreed that these posters detracted from the appearance of the village and the practice of fly-posting was to be discouraged. The Clerk was requested to write to the person responsible asking for them to be removed.

**The Meeting closed at 10.32 p.m.**

## **MINUTES of a Meeting of Tatsfield Parish Council held on the 16<sup>th</sup> April 2007 in the Parish Room, Westmore Green, Tatsfield commencing at 8.00 p.m.**

**Present:** Mr Alan Fry (in the chair)

Mr Jon Allbutt Mrs Margaret Boadella

Mr Tony Erbes Mrs Wendy Maddison

Mr Ian Mitchell Mr David Wood

**In Attendance:** Mr John Sandiford (Clerk),

Mr Bob David (Tandridge DC Councillor)

Mr David Hodge (Surrey CC Councillor)

And 8 parishioners.

**1. Apologies - None**

## **2. Declarations of Interest:** None

## **3. Minutes**

The Minutes of the meeting held on the 12<sup>th</sup> March and 4<sup>th</sup> April 2007 were approved and signed as a correct record

## **4. Matters Arising:**

**(a) Posters:** The Clerk indicated that he had received confirmation that the Tatsfield First posters would be removed. The Chairman expressed his serious regret that further posters had appeared in public places after the last meeting despite the fact that the Parish Council had unanimously expressed its disapproval and despite the fact that two of the councillors present at that meeting were connected with the campaign but had not declared an interest prior to the discussion of the matter at the preceding meeting.

## **5. Retiring Members**

The Chairman expressed his thanks on behalf of the community to Tony Erbes, Wendy Maddison and David Wood for their work as councillors over many years. David Wood then expressed his appreciation to Alan Fry for his service

## **6 Tatsfield School**

The Chairman indicated that he was very pleased and considerably relieved to report that the Surrey Executive had now approved finance of £5.5m for the School. This was ring-fenced so that even if the goalposts changed, the funding was secure. As a consequence, it was desirable that progress should be made immediately to finalise the Heads of Agreement. The Parish Council's consultant, Tony Dawkins, had heard from Surrey CC with a revised document that fail to include a large number of matters that had previously been agreed and were included in the Heads of Agreement submitted to Surrey CC for approval. Tony Dawkins had drafted a response that he proposed sending and the terms of this response were agreed.

## **7. Planning Matters**

**(a) Current Applications:** The Chairman reported on the outstanding applications and the action agreed on those applications is as listed in Appendix A

**(b) Sundry Planning Matters: None**

**(c) Review of Planning Procedure:** The Chairman indicated that he considered that this was a matter that he felt should be left for action by the new Council.

**(d) Planning Councillor:** Jon Allbutt.

## **8. Finance**

**(a) Grants:**

**(1) Old Lane:** The Clerk reported that this matter had now been completed but he had not as yet received an invoice. The payment could be made as soon as the invoice was to hand as the payment had been authorised in November 2006.

**(2) Tatsfield Responders:** The Clerk indicated that the equipment had now been ordered and, on receipt of an invoice he would arrange for payment as this expenditure had already been authorised.

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

## **9. Highways & Rights of Way**

**(a) Highway Matters:**

**(1) Traffic Survey:** Jon Allbutt reported that the data obtained was still to be analysed and a report produced.

**(2) Highway Repair:** The Chairman indicated that following an inspection of local roads by County representatives in company with the Vice-Chairman, certain urgent repairs had already been carried out and it was to be hoped that such work would continue. He was grateful to David Hodge for his continuing efforts in this respect.

**(3) Village Centre:** The Chairman reported that the further suggestions that had been put forward were under consideration by Surrey Highways and the final scheme would be submitted to the Surrey CC Tandridge Local Committee's June meeting.

**(4) Village Centre CCTV:** The Chairman indicated that it seemed that this matter would not proceed.

**(5) Speedwatch:** The Chairman was hopeful that the training of volunteers would proceed in the near future.

**(6) Lusted Hall Lane Development:** The Clerk reported that English Rural Housing Association had decided to retain the woodland and employ a reputable contractor to manage the area as natural habitat. The same contractor would hopefully be appointed to manage the landscaped and communal areas. English RHA would welcome comments from the Parish Council. After discussion, it was agreed to request that the East Surrey Badger Protection Society should be officially consulted.

**(c) Rights of Way Matters:**

**(1) Paynesfield Road:** The Clerk reported that he had received a copy of a letter from a Paynesfield Road resident addressed to Surrey Highways drawing attention to further verge development. He had understood that the resident had not received any response as yet and it was agreed that the Clerk should write and ascertain what action was being taken.

## **10. Notified Matters**

**(a) Annual Parish Meeting – 22nd May 2007:**

It was agreed to invite Julie Stockdale, the Project Manager for the new School, to speak at the meeting and for invitations to be issued to the Chairman of Tandridge DC, the local Police Inspector, the Headteacher and Chair of Governors of Tatsfield School and Tatsfield Responders along with all other local organisations and neighbouring Parish Councils. Wine and soft drinks would be provided before the meeting and David Wood kindly agreed to deal with this aspect.

**(b) Village Conservation Area:** The Chairman indicated that, in the public discussion of the recent application for development adjacent to The Old Ship, a request had been made that the Parish Council should consider whether a conservation area could be established to protect the village centre. Ian Mitchell reported that, in order to establish a conservation area, it was necessary for the proposed area to contain at least one listed building and enquiries had been made in 2004 to see if The Old Ship fell into this category. The result of the enquiry was that, in the opinion of Surrey CC The Old Ship was not worthy of statutory listing and did not satisfy the national criteria. There was no reason to believe that this assessment had

altered and he did not consider that there was any basis upon which to believe that an application to establish a conservation area would be successful.

## 11. Reports

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

(1) **Village Centre:** The scheme would be submitted to the Tandridge Local Committee at its meeting on 22 June when he was sure it would be approved. The final design work would then be completed and the work would probably be carried out in 2008.

(2) **SatNav Signing:** He understood that these signs were on order and should therefore be installed in the near future.

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

(1) **Church Farm Barns:** He had established that Tandridge had obtained its own expert report on the state and condition of the barn and this had apparently agreed with the report produced by the applicant.

(2) **Travel Lodge, Clacket Lane:** He intended speaking at the Development Control meeting on 225 April in support of the Parish Council's objection to this planning application.

(3) **Lusted Hall Lane:** In answer to a question, he confirmed that Tandridge was satisfied that the removal of soil from a site in Lusted Hall Lane was in accordance with the planning consent that had been granted.

(c) **Police:** I Ian Mitchell had nothing to report.

(d) **Biggin Hill Airport:** Ian Mitchell indicated that the next meeting of the Joint Consultative Committee was on the 19<sup>th</sup> April.

(e) **Transport Matters:** The Chairman reported that the 411 bus service would be continuing and a limited service would be operated by Metrobus.

(f) **Tatsfield Youth Forum:** Jon Allbutt reported that the Youth Forum continued to meet regularly and the Forum would be represented at the forthcoming Scout Fete. He expressed the thanks of all concerned to David Wood for his great help with the recent Golf Day that had raised £372.

(g) **Parish Emergency Plan:** It was unanimously agreed that the draft Plan circulated to all members should be approved,

(h) **Risk Assessment:** It was noted that the surface of the Westmore Green Playground was in need of attention and Jon Allbutt agreed to chase the matter up with Tandridge DC.

## 12. Village Hall

(a) **Management Committee Report:** Wendy Maddison reported that the Committee had raised hire charges by 3% and were considering the redecoration of the Hall. A new fire protection contract had been negotiated that had saved money and details would be passed to the Clerk for information. It was noted that the boundary fence had been repaired and the access slabs fixed properly..

(b) **Constitution:** The Clerk reported that he had heard from the Charity Commission with a copy of the proposed Constitution asking for comments. It appeared that the comments already made had been either ignored or overlooked. It was agreed that the comments should be repeated.

(c) **Maintenance:** Tony Erbes reported that The fence and ramps had been dealt with as had the roof support.

(d) Insurance: The Clerk indicated that the Hall had been inspected by a Risk Control Inspector from Allianz Cornhill and the only recommendation that had been made was that the electrical installation for the Surgery/Parish Room should be inspected to ensure that it met current safety standards.

### **13. Property & Land Maintenance**

#### **(a) General:**

**(1) Parish Room:** The question of disabled access was raised and it was generally agreed that this was a matter that should be left in abeyance until the position with the new school was clear.

#### **(b) Tatsfield Green:**

**(1) Slow Down for Wildlife Sign:** The Chairman indicated that he was hopeful that properly authorised signs would be installed before long.

**(2) BT Wayleave – Ricketts Hill Road:** The Clerk reported that the payment of £2,454 had been received. Jon Allbutt reported that he understood that the work was to be carried out during the Easter holiday but this had not happened and he had not been notified when the work would be carried out.

**(3) BT Wayleave Old Lane:** The Clerk reported that the payment of £564 had not yet been received.

**(c) Westmore Green:** Jon Allbutt reported that, following the meeting with residents on 10 March, he had not received any information from those residents who had queried the boundary with their property. He proposed writing to all residents again proposing a further meeting to discuss the best method of preventing damage to the Green and indicating that if no evidence was forthcoming, the Parish Council would assume that the boundaries as shown on the plan on its title deeds were correct. It was noted that there had been a skip on the Green and Jon Allbutt agreed to speak to the houseowner concerned and ask for it to be removed.

**(d) Tatsfield in Bloom:** Jon Allbutt reported that all the plants for the spring display were on order and a Village Clear-Up Day would be held shortly. The Clerk reported that the TIB Committee had written asking for permission to remove the carved oak bench that was now badly rotted. This was agreed. The committee also asked that the Pond sign could be replaced or the metal posts removed. The Chairman indicated that he would see that the sign was replaced.

**(e) Pond:** The Clerk reported that permission had been given for a wildlife survey to be carried out on behalf of Surrey CC and he had asked for a copy of the report to be sent to the Parish Council in due course.

### **14. Meetings to Attend -**

**(a) Woldingham APM:** Thursday 24 May 2007 at Woldingham Village Hall at 7.00 for 7.30 p.m.

**(b) Warlingham APM:** Tuesday 17<sup>th</sup> April at Farleigh Hall, Farleigh Court Road, at 8.00 p.m.

### **15. Correspondence - None**

## **16. Any Other Business**

**(a) Millennium Wood:** Tony Erbes expressed concern that no progress had been made in improving access through the Wood and along Ricketts Hill Road. Jon Allbutt indicated that it would be difficult to find an acceptable solution and it was agreed that the matter should be left for the new Council to consider.

**(b) Tatsfield Sign:** Attention was drawn to the fact that the sign had been dislodged and needed attention. Ian Longley indicated that he would look at the sign and see what was required.

**The Meeting closed at 10.12 p.m.**