

Minutes of the Meeting held on Monday 8 July 1996 in the Parish Room,
Tatsfield at 8.00 pm.

Present: Mr Denis Hayes (in the Chair)
Mrs Margaret Boadella Mr Bob David
Mr Tony Erbes Mr Ian Mitchell
Mrs Eileen Pearce Mr David Wood

Apologies: None

In attendance: Mr John Sandiford (Clerk) Mrs Tina Fry (TD Councillor)
and 21 parishioners.

1 Statement by Chairman

The Chairman indicated that before the the normal meeting commenced he wished to make a statement arising from reports about events in Tatsfield published by the Surrey Mirror on 20 June and 4 July. He indicated that there would be no discussion unless members wished to dispute matters of fact. If members so required, the issues raised by his statement would be discussed later in the agenda.

The first report arose from a letter addressed to the Clerk, a copy of which had, at his instruction, been circulated to all members accompanied by a note indicating that it might be necessary to go into private session to discuss it. All or part of the letter's contents had been leaked to the Surrey Mirror which had approached TDCouncillor Tina Fry for comment. As a consequence, the matter had been become public causing distress to several local people who had given valuable service to the community.

The Chairman felt it his duty to remind councillors of the undertaking each had signed when taking office and drew attention to two points in the National Code of Local Government Conduct which indicated that councillors should be seen to be above reproach and should not disclose confidential information either for personal advantage or to the disadvantage or discredit of the Council. He indicated that he had been given, directly or indirectly, unsolicited assurances that no councillor had been involved and he did not propose to pursue the matter any further.

The second report which did not involve any breach of confidence related to his request for a secure area in the Parish Room to carry out his duties as chairman. He referred to the fact that the original intention was for the Parish Room to be used as an office, that he had first made known his wish before being elected as chairman and that the matter had again been discussed at the last Council meeting. Despite what was said in the Press report, no councillor had disapproved in principle. No decision had yet been made and any decision would have to be made at an open session of the Council.

The Chairman indicated that he hoped that in future all councillors would consider carefully the propriety of their actions and the effect that they might have on the standing of the Parish Council.

2 Minutes

The Minutes of the meeting held on the 10th June 1996 were signed as a correct record after the words "various matters and the" were added to the 3rd line of paragraph 5c and "Agenda 21" to the matters to be dealt with by Eileen Pearce in paragraph 6b.

3 Matters arising:

10d Refuse Dumping: A further instance of rubbish dumping had occurred in Edgar Road and the Clerk had written to nearby



residents requesting their co-operation to prevent further re-occurrences.

13a Any Other Business: Thanks were recorded to Eileen Pearce for providing a successful Parish Council display at the recent School and Scout Fairs.

4 Planning:

Applications as at Appendix A were noted and the following matters were discussed:-

- a 96/310 5 Grove Rd: No Objection.
- b 96/436 Fielden Stables, Avenue Rd: No objection but TDC to be asked to ensure that any retaining wall should not be unsightly and that flood lighting be restricted.
- c 96/486 But an Ben, Ricketts Hill Rd: No objection.
- d 96/536 Triples Tress, Ricketts Hill Rd: No objection.
- e 96/542 Parkwood Cottage, Parkwood Rd: No objection.
- f 96/560 Crestview, Old Lane: An objection to be lodged based upon the fact that the development was outside the Development core and that it would set a precedent for ~~another~~ Old Lane properties.
- g Park Wood Golf Club: No further details had been heard from TDC.
- h Planning Councillor for July would be Tony Erbes and for August would be Margaret Boadella.

5 Finance

- a Grants: It was agreed that a grant of £130 be made to Oxted CAB and that as the cricket pitch had been completed, the grant of £500 (minute 4b - April 1986) be paid over to Tatsfield Cricket Club.
- b Payments: Payments as at Appendix B were approved.

6 Highways and Rights of Way

- a Approach Rd Path: A response from Martin Fry, the Rights of Way Officer, was awaited.
- b Gorsey Down Farm FP19: Discussions were taking place with the two adjoining landowners in order to agree the position.
- c FP21: The Clerk read a letter from Mrs Alison Moulder, the owner of the land over which FP21 runs, expressing her amazement that she had not been invited to attend the recent meeting with Martin Fry and asking that she be included in all further negotiations. David Wood expressed his regret at what had happened and indicated that Martin Fry had expressed a wish for an initial inspection of FP21 without the owners being present so that he could consider the matter and then put forward proposals which would be discussed with all concerned, including Mrs Moulder. As Mrs Moulder was present, the Chairman invited Mrs Moulder to state her position. She indicated that the difficulties with FP21 had existed for many years and yet nothing had been done and as the owner of FP21 she felt excluded from what was happening.
The Chairman expressed the Council's apologies to Mrs Moulder and assured her that she would be consulted before anything further was done.
- d Old Lane Pedestrian Access: Eileen Pearce indicated that she had looked into the two alternative paths in more detail and it seemed that the footpath in front of the houses would be more difficult to achieve than the footpath on Tatsfield Green. It was agreed that she should seek the views of parents of children attending the School about the two alternative proposals.

- 7 **Council Aims & Objectives:** It was agreed to defer discussion of this matter to the next meeting and the Clerk was requested to circulate details of the proposals.

8 **Notified Items:**

- a **Village Centre Improvement Project:** Bob David reported that the work to the greengrocer's flank wall had now been completed and the agreed grant of £425 was being paid over.
- b **Tatsfield Art Project:** Work to the bench would be completed within the next week and it would then be put in place on Westmore Green ready for the unveiling ceremony by Peter Ainsworth MP on Sunday 21 July at 4 pm.
- c **Tatsfield History Project:** Eileen Pearce reported that the members of the Steering Committee were herself (Editor), Ian Mitchell (Deputy Editor), Denis Hayes, Bob David, Marjorie Horwood, Louis de la Torre, Jon Allbutt and Kim Williams. Preliminary lines of research had been agreed and the committee would meet again in October.
- d **Tatsfield Youth Club:** Tony Erbes reported that everything was progressing well. A general meeting would be held on 11 September to re-launch the Youth Club formally and it was hoped that those villagers previously involved would again be involved along with new blood, particularly from the youth themselves. The financial side of the Club would be discussed at this meeting. The Club would be open throughout the summer holidays and the present funding would cover the outgoings for staff etc for the time being.
- e **Water Mains Refurbishment:** Bob David reported that the contractors had now put right the vast majority of the items which had been reported to him. The few outstanding items would be dealt with in the next week or so.
- f **Rate Relief for Shops:** Bob David reported that he had placed in circulation a copy of the comments which had been submitted in support of the Consultative Paper.

9 **Village Hall:**

- a **Management Committee:** Suggestions for temporary heating were still awaited from Brian Drury. Concern about damage to a wall had been expressed but Tony Erbes indicated that arrangements were in hand to deal with this.
- b **VH Extension:** Ian Mitchell reported that the planning consent had now been granted subject to various conditions all of which were acceptable. The Sub-Committee would now meet to consider means of funding. After discussion, it was agreed that the provision of temporary heating was urgent and that Messrs Mitchell, Erbes, David and Hayes be authorised to incur expenditure for the provision of temporary heating appropriate to the needs and requirements of the Hall.

10 **Property and Land Management**

- a **Grounds Maintenance:** Eileen Pearce reported that additional work had been carried out to tidy the village in readiness for the Tatsfield in Bloom judging. As yet, the cost involved was not known. It was agreed that the cutting of the hedge between the Village Hall and Police House should be carried out and Eileen Pearce agreed to arrange this. Certain parishioners had experienced difficulty walking over Tatsfield Green due to the length of grass and it was suggested that TDC be approached to see if paths could be cut across the Green, rather than to cut the whole area. Tony Erbes reported that alternative sources for the property markers had been found and he was awaiting a quotation before proceeding.
- b **Tatsfield in Bloom:** Bob David reported that judging had taken

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place on 1 July and the result would be known shortly. He paid tribute to the hard work put in by the Village volunteers, TDC and SCC and, in particular, Jon Allbutt. It was unanimously agreed that a vote of thanks be passed to Jon Allbutt and the Clerk was instructed to write accordingly. A unanimous vote of thanks was passed to Bob David for his tireless work in this connection. It was agreed that in the next Parish Magazine report, mention should be made of the fact that the expenditure involved in the purchase of plants and equipment had all come from outside sources and not from Parish funds.

- c **Tree Survey:** Eileen Pearce indicated that there was nothing to report but it was appreciated that planting of any new trees would have to be carried out in the autumn.
- d **Parish Room Alterations:** The Chairman indicated that Brian Drury had made suggestions for screening one end of the Parish Room for use as an office but he considered that this would block any fire exit and consequently should not be proceeded with. He therefore wished to purchase certain equipment such as a filing cabinet for the Parish Room for use for Parish business. It was agreed unanimously that the Chairman have authority to spend up to £300 on such equipment as he required. Tony Erbes indicated that he might be able to supply this equipment and would look into the matter immediately.
- e **Pond:** The Clerk indicated that the Pond had been inspected by the contractor who had found everything to be in order except that the water level could be increased. Bob David indicated that he would arrange for this to be done. Eileen Pearce indicated that the two willow trees could not be transplanted and would have to be removed in the autumn and she would investigate possible replacement trees.

11 Reports:

- a **Tatsfield PFA:** David Wood reported that he had attended the AGM on 27 June when the committee had been re-elected. A new 5 year plan involved the provision of a toilet/changing room block for which funding was required. Bob David promised to pass on any information as to possible funding sources which he had in his possession.
- b **SCAPTC:** The Clerk reported that SCAPTC were asking all Parish Councils to conduct a survey of the unmade roads in their areas.
- c **Village Constable:** Philip Clark reported that youngsters had been causing annoyance and some damage by kicking footballs in the carpark area of the Village Hall. Mrs Cooper who was directly affected by this nuisance had requested that the gates should be closed. There were obvious difficulties in closing the gates and the Chairman suggested that proper car park regulations might be of assistance and this aspect would be looked into.

12 Meetings to attend

- a **E Surrey Parishes LG:** 7.30 on 19 Sep at Tandridge V Hall - Chairman to attend.
- b **Caterham & N Tandridge History Forum:** 8.00 on 17 Sep at Caterham Adult Centre - Eileen Pearce to attend.

13 Correspondence:

- a The Clerk read a letter from Mrs Chambers of Ivydene, Maesmaur Rd with regard to the gradual encroachment by frontagers on to the road which restricted and impeded access by pedestrians and traffic. It was agreed that the matter should be investigated although it was doubtful whether any effective action could be taken. The Clerk would reply accordingly.

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14 **Chairman's Statement:** Tony Erbes stated that he was unaware that the Chairman had made known his wishes concerning the Parish Room before he was elected as chairman. Considerable discussion then took place about various points raised by the Chairman in his statement and all councillors denied any part in the leak of information to the Press. It was agreed that contentious matters should first be discussed in Council but there was no benefit to be gained by airing the matter further.

15 **Any Other Business:**

- a **Village Constable:** Philip Clark indicated that he had a second telephone line which he was intending to relinquish but which could be used as a dedicated contact number for him. If the Parish Council was willing to be responsible for the line rental, he could retain it for this purpose without incurring any re-connection charges. It was agreed that the matter should be placed on the agenda for the next meeting but members unanimously indicated their agreement in principle to the suggestion.
- b **FP21:** David Wood indicated that the stile on this footpath adjacent to the road crossing was badly overgrown. Margaret Boadella indicated that she would arrange for the Golf Club to deal with the matter.

Council rose at 22.46.

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9-9-96

RESULTS

Granted: 96/65 Gorsey Down Farm, Ricketts Hill Rd (amended)
 Refused:
 Withdrawn:
 Appeals: 95/2316 Kingscote Farm, Lusted Hall La.
 94/504 MSA Clacket Lane
 Enforcement:

CURRENT

85/565 MSA Clacket Lane
 Variation of Planning Appeal Condition 13
 95/717 Brackenhurst, Broomlands La., Limpsfield
 R/conservatory
 95/733 Beechview, Ricketts Hill Rd
 Side entrance lobby & store
 95/1045 Wayside, Westerham Rd, Moorhouse
 S/s side ext comprising hall/wc/kitchen/d\garage
 95/1104 Grasshopper Inn, Westerham Rd
 Covered access way (amended plans)
 96/131 Tatsfield Village Hall
 Demolition/extension/addition
 96/297 Scout Hut, Approach Rd.
 Replacement Scout Hut.
 96/310 5 Grove Rd - Amended Plan
 Demolition of Shed & 2 Coal Bunkers - Erection of
 2 storey s/extension (garage with Bed/bath over) and
 creation of bedroom/games room in roof space.
 96/424 Park Farm, Rag Hill Rd
 Erection of 6 Stables, Feed store & Tackroom & change
 of use to keeping & riding of horses for recreational
 purposes
 96/436 Fielden Stables, Avenue Rd
 Formation of outdoor riding arena enclosed by fence for
 private use in training etc
 96/437 Westwood Farm, Clackett Lane
 Conversion of Timber Frame Barn to residential to be
 retained by Titsey Estate & let to "general tenant or
 estate worker".
 96/448 54 Crossways
 S/S rear extension to provide dining room/lobby/cloak
 96/486 But-an-Ben, Ricketts Hill Rd
 Dble Garage & Workroom in front of existing stables &
 Porch to kitchen.
 96/536 Triple Trees, Ricketts Hill Rd
 Change of use from Rest Home to Dwellinghouse.
 96/542 Parkwood Cottage, Parkwood Rd
 New entrance porch.
 96/560 Crestview, Old Lane
 Erection of 2 storey Building & 1st floor ext. to garage
 to create Granny annexe.

Grounds for objection:

A Situated in MGB/AGLV	E Development precedent
B Outside Development core	F Out of character with area
C Unneighbourly development	G Increases house size category
D Overcrowding/Overuse	H Access/Unmade road problems

EXPENDITURE TO BE AUTHORISED:-		
PAYEE	DETAILS	
J Sandiford	Clerk's Salary (Jun)	208.33
	Telephone	5.00
	Postage	1.52
	Photocopying	7.01
	Stationery	0.00
	Travel	2.50
		11.03
		224.36
Mrs G Miles	Cleaning	18.00
Tatsfield Village Hall	Re-imbusement of VAT	177.26
Tatsfield Cricket Club	Grant for artificial pitch (Min 4b April)	500.00
T Brown	Grant for re-decoration of Wall	425.00
R David	Re-imbusement of expenditure for materials in connection with Tatsfield in Bloom (full details supplied to Clerk)	169.02
Huntley Cartwright	Quantity Surveyor's fees	VAT 87.50 587.50
Miss A Randall	Pride of Place Residency Grant	600.00

TOTAL

2701.14

RECEIPTS

Percy Holt*	Gas Board Easement	1460.00	
	Interest 31/12/89 - 29/4/96	681.83	2141.83
Percy Holt*	Payment in lieu of interest for period 30/4/96-28/6/96		20.00
Customs & Excise	Vat Refund (incl VHall)		1347.65
PCPG	P/Room Hire		10.00
	* Not included in balance as at 1.7.96		3519.48

FUNDS AS AT 1.7.96

CURRENT A\C No.62665235 5631.10

RESERVE A\C No.71570136** 54763.25

**Interest 29 Mar - 27 Jun amounted to 583.18

Minutes of the Meeting held on Monday 9 September 1996 in the Parish Room, Tatsfield at 8.00 pm.

Present: Mr Denis Hayes (in the Chair)
Mr Bob David Mr Tony Erbes
Mr Ian Mitchell

Apologies: Mrs Margaret Boadella, Mr David Wood and Mrs Eileen Pearce.

In attendance: Mr John Sandiford (Clerk), Mrs Tina Fry (TD Councillor), Mrs Stephanie Ripley (SC Councillor), Philip Clark (Parish Constable) and 3 parishioners.

1 Minutes

The Minutes of the meeting held on the 8th July 1996 were signed as a correct record.

2 Matters arising: None.

3 Report of Matters dealt with since last meeting:-

a Committee on Standards in Public Life: The Chairman had circulated a copy of his initial response to this Committee's request for views on Aspects of Conduct in Public Life. It was agreed that the Chairman and Ian Mitchell would submit a fuller response elaborating the points made in the initial letter.

b LBB Review Paper 2 Biggin Hill: A copy of the response to this Paper had been circulated and was agreed. Written comments from Jon Allbutt were considered and it was agreed that Biggin Hill airport should be asked to place the Parish Council on its mailing list and supply a copy of its Development Proposals. It was also agreed that the Parish Council should seek representation on any committee which was considering this matter.

c Purchase Grant Scheme Consultation Paper: A copy of the response had been circulated and its terms were agreed.

d Old Lane & Georges Rd Public Highway rights: SCC had rejected the claim for public highway rights for reasons which were not understood and a meeting was being arranged with SCC Rights of Way Group to discuss the matter further.

e Moorhouse Tile Works: The response to the development proposals had been circulated and was agreed.

f Surrey Countryside Strategy: A copy of the submission made by the Chairman had been circulated and its terms were approved.

g Inter Council Working Relationships: The Auditors, Binder Hamlyn, were carrying out a review of the way in which councils are improving working relationships between the various tiers, particularly at district council level. The Chairman indicated that a response had been submitted.

h Tatsfield Scout Hut: Bob David had circulated a note indicating that he had written withdrawing the Council's request that the existing hut beside the new building be removed. This action was approved.

i Property Markers: The Clerk's action in ordering 20 boundary markers at a cost of £10.05 each + VAT was agreed.

j SCC Review of Highway Agency/Partnership Arrangements: Ian Mitchell reported that he had drafted a response which was not available at the meeting. It was agreed that this would be finalised by the Chairman and Ian Mitchell and that it should indicate that the more contact there was at a local level the better and that the Council would be willing to accept more responsibility for highways provided that there was suitable funding available.

k Surrey Structure Plan: Ian Mitchell reported that a response in this matter was required by 30 Sept and it was agreed that this

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would be dealt with by Ian Mitchell in consultation with the Chairman.

1 DOT Byways Open to all Traffic: A similar position was agreed in this matter.

4 Planning:

Applications as at Appendix A were noted and the following matters were discussed:-

- a 96/424 Park Farm, Rag Hill Rd: It was noted with regret that no action had been taken in respect of this application.
- b 96/437 Westwood Farm, Clackett Lane: A revised plan showing a new parking lay-out had been lodged, to which there was no objection.
- c 96/641 Gorsey Down Farm Ricketts Hill Rd: There were no objections from adjoining owners to this application to erect a fence although it was noted that it would put an end to access by walkers. It was also noted that negotiations by the owners with the Bridleways Association were proceeding satisfactorily.
- d LBB 812/3 Kingscote, Lusted Hall Lane: It was agreed that Ian Mitchell would represent the Council at the informal appeal hearing on 11 Sep.
- e Park Wood Golf Club: The Clerk reported that TDC had not received any further details about the lighting from the Golf Club.
- f Planning Councillor: Ian Mitchell.

5 Finance

- a Audit of Accounts: The Clerk reported that the audit for the year ending 31 March 1996 had been satisfactorily completed. The Auditor had requested that the Fidelity Guarantee be increased to cover £50,000, that all cheque stubs be initialled by signatories and VAT repayment be made at shorter intervals. All these matters had already been put in hand. A vote of thanks was passed to the Clerk for his work in relation to the accounts.
- b Grants: It was agreed that:-
 - (1) a grant of £100 be made to St Mary's Church for the maintenance of the churchyard;
 - (2) the grant of £200 to the Kemsley Rd residents agreed at the April meeting (Min 4d) could be paid over as the work had been satisfactorily completed;
 - (3) a grant of 50 be made to be made to the SE Surrey Care Association;
 - (4) a grant of £200 be made to Tatsfield Youth Club.
- c Village Constable Answerphone: Philip Clark had a telephone line at his home which he did not require for his personal use and which could be used as a dedicated line for official purposes. It was agreed that the Council would be responsible for the payment of the line rental (understood to be £21 per qtr + VAT) and official call charges.
- d Payments: Payments as at Appendix B were approved.

6 Highways and Rights of Way

- a Approach Rd Path: It was agreed that the Bridleways Association could proceed with the erection of suitable posts and notices, as previously agreed, requesting horse riders to ride in single file on one side and pedestrians to keep to the other side of the path.
- b Gorsey Down Farm FP19: Discussions between the owners and the Bridleways Association were continuing.
- c FP21: The Clerk reported that Martin Fry, SCC Rights of Way Officer had met Mr & Mrs Moulder and agreed that he would install a number of steps to alleviate the problem. The Chairman had confirmed with Mrs Moulder that she was happy with the situation.

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- d **Old Lane Pedestrian Access:** In the absence of Eileen Pearce, the Chairman reported that Eileen Pearce had canvassed opinions from Old Lane Residents and it appeared that eight favoured a path on the postbox side and three favoured the Tatsfield Green side. At the suggestion of Stephanie Ripley, it was agreed that an approach should be made to SCC for funding for this project.
- e **Saltbins:** It was noted that the saltbin at the corner of Maesmaur Rd and Ship Hill was missing. Bob David volunteered to report this. It was agreed that SCC would be requested to move the saltbin at present by the Village Hall to a position behind the bus shelter and that the new bin which had been promised should be positioned at the junction of Westmore Rd/Crossways.
- f **Ricketts Hill Speed Limits:** Bob David reported that SCC were awaiting formal funding approval for the traffic signs and as soon as this was available, the signs would be erected. It was agreed that when the signs were erected, a police presence in the road would help to make drivers aware of the speed limit. It was also noted that erosion of roadside verges was continuing and in at least one area was likely to become dangerous. Stephanie Ripley agreed to take the matter up on the Council's behalf.
- g **Roadworks:** Ian Mitchell reported that roadworks to Clacket Lane might bring about its closure between the M25 bridge and the main A25.
- 7 **Parish Constable:** Philip Clark reported that things had been very quiet throughout the school summer holidays. He had endeavoured to cover the whole Parish during the last months whilst concentrating on the main village area. He spent some 4/5 hours each week on patrol and indicated that there had been a greater police presence from both Warlingham and Caterham recently. He would write an article for the Parish Magazine which would publicise the new telephone number and advise residents of his activities.
- 8 **Council Aims & Objectives:** After detailed discussion, these were agreed in accordance with the attached list.
- 9 **Notified Items:**
- a **Village Centre Improvement Project:** Bob David reported that the proposed road scheme for the village centre had received informal approval from Surrey Highways and detailed drawings had been submitted for consideration. In order for the matter to progress any further, a safety audit was required which would cost £360 which would have to be paid by the Council despite previous previous indications to the contrary. As the viability of the road scheme depended upon a favourable Safety Audit, it was agreed to proceed with the matter at the cost of £360 and Bob David was authorised to put the matter in hand.
- b **Tatsfield Art Project:** Bob David reported the satisfactory completion of this project. The unveiling ceremony had taken place on 21 July and virtually all the costs of the project had been covered by grants from Tandridge Community Arts and SVSC.
- c **Tatsfield History Project:** In the absence of Eileen Pearce, Ian Mitchell reported that the project was proceeding satisfactorily. At present, all the material which had so far come to light was being catalogued.
- d **Tatsfield Youth Club:** Tony Erbes reported that the Club was very active and at the forthcoming public meeting on 11 Sep a committee would be elected. It was agreed that Tony Erbes should be the Council's representative on that committee.
- e **Water Mains Refurbishment:** All outstanding matters had now been completed apart from one item which the Contractors would sort out with the frontager concerned. Bob David agreed to

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report that certain metal posts had been left in Ricketts Hill Rd.

10 Village Hall:

- a Management Committee: Bob David reported that the temporary heating had now been installed, that a letter had been sent to all users advising them of the up-to-date position and that the annual accounts had been presented showing that the Hall had cash of approx £7,000 in hand.
- b VH Extension: The Clerk reported that formal approval of plans from the Titsey Estate to the alterations had now been received. A meeting of the Building Committee would take place on 19 Sep.

11 Property and Land Management

- a Grounds Maintenance: The hedge between the Village Hall and the Old Police House had been cut. The hedge had grown considerably and cutting it had been a major job. Bob David indicated that that part of the hedge at the front of the Hall had not been cut and it was agreed that the contractor should be asked to provide a quotation for doing this. Tatsfield Colts had asked if it was possible to have the appropriate part of the L-shaped field rolled to provide an even surface. Bob David indicated that he had explored various possibilities without success and felt that the only alternative was to investigate the cost of rolling the area with a heavy roller. It was agreed that a quotation for this should also be obtained.
- b Tatsfield in Bloom: Bob David had circulated to all members a detailed report including a detailed financial statement. This showed that net cost was £749.27, one half of which had been paid by Tatsfield Horticultural Society leaving the other half payable by the Council. The report and financial statement were agreed. In order to make proper preparations for entry in 1997, Bob David proposed that the Council again sponsor the Competition jointly with the Horticultural Society which had already indicated that it was willing to commit itself to an expenditure of not more than £500. It was agreed that the Council would co-sponsor the Competition and would set aside a sum of not more than £500 towards the cost.
- c Tree Survey: In the absence of Eileen Pearce, there was nothing to report.
- d Parish Room Alterations: The Chairman indicated that the two filing cabinets and other equipment had been very generously provided by Tony Erbes without any cost to the Council. There had been some very minor expenditure which so far did not exceed £5 and he expressed the appreciation of the Council to Tony Erbes for saving the Council a not inconsiderable amount. The Clerk reported that Chubb had recommended that a suitable fire extinguisher be installed in the boiler room and he had written to the two surgeries about this. Tony Erbes indicated that he had also provided some fire extinguishers which he felt would be suitable for the boiler room. It was agreed that the Clerk would contact Chubb and arrange for them to inspect these extinguishers. The Clerk reported that the boiler maintenance engineers had indicated that increased ventilation was required to the boiler room. The necessary work would cost £148 + VAT. The Clerk was requested to discuss the matter with the Architect, Brian Drury, before putting any work in hand. Tony Erbes indicated that repairs to a leaking pipe in the kitchen were in hand. Ian Mitchell gave details of a request received from Surrey Constabulary for use of the Parish Room. It was agreed that the Parish Room be made available as requested. In particular its use by the Parish Constable as and when reasonably

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required was agreed. The Clerk was authorised to write to Surrey Constabulary accordingly.

- e Pond: In the absence of Eileen Pearce, there was nothing to report.
- 12 Reports:
- a SCAPTC: A report of the meeting on 12 July had been circulated.
 - b Agenda 21 Transport Group: A report of the meeting held on 18 Jun had been circulated.
 - c Tandridge Youth Bus AGM: A report of the meeting held 15 July had been circulated.
- 13 Meetings to attend
- a E Surrey Parishes LG: 7.30 on 19 Sep at Tandridge V Hall - Chairman to attend.
 - b Caterham & N Tandridge History Forum: 8.00 on 17 Sep at Caterham Adult Centre - Eileen Pearce to attend.
 - c Road Safety Forum: 10 Sep - Ian Mitchell to attend.
 - d SVSC AGM: Guildford on 20 Nov 11am-2pm - Bob David.
 - e SCC Countryside Strategy Conference: 23 Oct at Guildford 9aa-4pm - No one able to attend at present.
 - f PCPG Meeting: 1 Oct at Warlingham Park 7.45 - Ian Mitchell.
 - g SCC Waste Management Group Conference: 7 Oct - all day - Burford Bridge Hotel - Possibly to be attended by Eileen Pearce.
 - h CPRE AGM: 31 Oct at St Mary's Church Hall Oxted.
- 14 Correspondence:
- a The Clerk read a letter from Tatsfield School expressing appreciation and thanks for the Tatsfield in Bloom competition.
 - b The Clerk ~~also~~ read a letter of thanks from St Mary's Church for the contribution to the Flower Festival.
 - c Details of the Surrey/Tandridge telephone Helpline and A-Z of Services were read out and the Clerk was asked to obtain copies of the A-Z booklet.
 - d It was agreed not to make any contribution to a request for donations from The Surrey Care Trust.
- 15 Any Other Business:
- a Tandridge Community Safety Partnership Award: It was agreed that Lisa Player should be nominated for an award for her considerable voluntary work which had benefitted the community over many years.
 - b Tatsfield Green Parking: It was agreed not to grant permission for parking on the occasion of a wedding.
 - c Tatsfield Colts: A report on progress had been submitted and would be placed in circulation.
 - d Waste Dumping: It was noted that incidents of dumping on both private and public land should be reported to the Environment Agency.
 - e Public Footpaths: It was noted that FP570 (Paynesfield Coppice) was almost blocked and FP286 was badly overgrown. These would be reported. FP26 was also overgrown near the stile and Tony Erbes undertook to deal with this.

Council rose at 23.25.

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18-10-96

TATSFIELD PARISH COUNCIL

AIMS & OBJECTIVES

- 1 To improve accessibility for parishioners to the Parish Council:-
Action:-
 - a by ensuring Parish Council representation at village events;
 - b by participating in the monthly surgery held by TDCouncillor for, at least, part of the time;
 - c by facilitating public consultation in planning matters (plans to be available for inspection at the surgery and copies of the current planning list to be exhibited on the Westmore Green notice board).Priority MEDIUM
- 2 Actively to encourage and support any Youth initiative including direct dialogue between the Parish Council and the young people in the village.
Priority HIGH
- 3 To widen and strengthen the Vern d'Anjou connection:
Action:-
 - a Parish Council to send formal greetings to the Mayor of Vern d'Anjou at Christmas and other times;
 - b The Chairman of the Parish Council to become an ex officio member of the Tatsfield Vern Committee;
 - c An article on the twinning with Vern d'Anjou to be prepared and published in the autumn in the Parish Magazine.Priority HIGH
- 4 To maintain Tatsfield's identity as a community.
Action:-
 - a The Clerk to write to the Postal Authorities as to the possibility of the Village postcode changing from TN (Tonbridge) to CR (Croydon).Priority MEDIUM
- 5 To encourage composting.
Action:-
 - a Request Tatsfield Horticultural Society to produce an article for publication in the Parish Magazine in the autumnPriority LOW
- 6 To complete the Village Hall improvements in the current year.
Priority HIGH
- 7 To carry the Tatsfield History project through to completion by 2000.
Action:-
 - a The aim to publish a book.Priority HIGH
- 8 To carry through the Village Centre improvements in line as far as possible with the views expressed by villagers in the Village Appraisal and at the 1995 Exhibition in the period 1997 - 2000.

87

- Action:-
a In particular, to pave the area in front of the shops and to support the Tatsfield in Bloom Competition.
Priority HIGH
- 9 To build tennis courts in L-shaped field
Action:-
a To discuss the general future of the L-shaped field before deciding on the site for the tennis courts and proceeding with building them.
Priority LOW
- 10 To continue supporting the village shops to ensure their on-going existence.
Priority HIGH
- 11 To support the development of facilities at Furze Corner
Action:-
a To request the Furze Corner Committee to give details of its development plans to the Parish Council so that the Council can consider how it can help.
Priority HIGH
- 12 To promote the provision and use of efficient public transport services for the Village.
Action:-
a To lobby the relevant authorities with a view to ensuring that this object is achieved.
Priority HIGH
- 13 To address the Millenium
Action:-
a To discuss the matter at a later Council meeting
b Thereafter, if appropriate, to invite village organisations to a meeting to discuss proposals.



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Action:-
a To discuss the matter at a later Council meeting
b Thereafter, if appropriate, to invite village organisations to a meeting to discuss proposals.



EXPENDITURE TO BE AUTHORISED:-

PAYEE	DETAILS	VAT	TOTAL
J Sandiford	Clerk's Salary (Jul & Aug)		416.66
	Telephone		10.00
	Postage	5.74	
	Photocopying	13.60	
	Stationery	0.00	
	Travel	5.00	24.34
			451.00

Mrs G Miles*	Cleaning (July) + materials		18.93
Chubb Fire Ltd*	Fire Extinguisher Servicing	12.99	87.19
PO Counters*	Telephone (Aug-Oct)	7.80	52.41
Surrey CC*	Tatsfield in Bloom Finger Post etc	117.69	790.19
Binder Hamlyn*	Audit charges	35.18	236.18

* All cheques marked thus have already been drawn, signed and paid.

Mrs G Miles	Cleaning (Aug)		18.00
L F Fletcher	Kemsley Rd Grant		200.00
Surrey Voluntary Service Council	Subscription for year ending 31/3/97	4.98	19.98
R David	Expenses:-		
	Tatsfield in Bloom		
	Postages	9.59	
	Photocopying	21.74	
	Purchases	352.63	383.96
	Art Project		
	Postages	7.20	
	Photocopying	6.12	
	Purchases	201.67	214.99
	Miscellaneous		
	Postages	4.40	
	Photocopying	5.20	
	Purchases	12.67	22.27
			621.22

TOTAL 1,873.88

RECEIPTS

Percy Holt	SEGAS easement - additional interest	20.00	
Biggin Hill Drs	Surgery rent (July)	1,043.22	
Westerham Drs	Surgery rent (Jul-Sep)	3,129.00	
Biggin Hill Drs	Surgery rent (Aug)	1,043.22	
T Rural Arts	Grant for Pride of Place	200.00	
Tandridge DC	Refund of Planning fee	40.00	
T Bridge Club	Parish Room Hire (Apr-Aug)	117.00	
Biggin Hill Drs	Surgery rent (Sept)	1,043.22	6,635.66
FUNDS AS AT 1.9.96	CURRENT A\C No. 62665235	3,199.67	
	RESERVE A\C No. 71570136	60,763.25	

JH

Minutes of the Meeting held on Monday 14 October 1996 in the Parish Room, Tatsfield at 8.00 pm.

Present: Mr Denis Hayes (in the Chair)
Mrs Margaret Boadella Mr Bob David
Mr Tony Erbes Mr Ian Mitchell
Mrs Eileen Pearce

Apologies: Mr David Wood (due to illness).

In attendance: Mr John Sandiford (Clerk), Mrs Stephanie Ripley (SC Councillor) and 2 parishioners.

1 Minutes

The Minutes of the meeting held on 9 September 1996 were signed as a correct record.

2 Matters arising:

3b LBB Review Paper 2 Biggin Hill: It was noted that a new Airport Consultative Committee was to be formed on which the Parish Council would be represented.

3 Planning:

Applications as at Appendix A were noted and the following matters were discussed:-

a 96/674/761 MSA Clackett Lane: An objection to these applications had been lodged based on further intrusion of urban features into the site and visual intrusion.

b 96/765 Springfield, Ricketts Hill Rd: No objection.

c 96/619 Mayfield, Ricketts Hill Rd: No formal objection would be made to this application but the attention of TDC would be drawn to possible future development of the site.

d 96/840 Land fronting Westmore Rd: It was agreed that an objection should be lodged on the ground that it was outside the development core.

e ENF 12 Westmore Rd: It was noted that TDC were taking enforcement proceedings against the change of use to workshop & storage.

f 96/65 Gorsey Down Farm: It was agreed that TDC should be supported in the appeal lodged by the owner against Conditions 8, 9 & 11 and that the views previously expressed should be re-iterated.

g 96/589 Plot 3 Ship Hill: The Chairman declared a possible interest in this item and took no part in the discussion. Bob David took the chair. Ian Mitchell and Eileen Pearce had attended the site inspection as observers and felt that the procedure could be improved. After discussion, it was agreed that the Parish Council should not appear at the TDC Planning meeting on the following evening.

h TDC Planning Committee: TDC were proposing to discuss (inter alia) why Parish Councils did not appear very often before its Planning Committee. It was agreed that representations should be made indicating that it was felt desirable to limit personal appearances to cases which really justified it such as those where the Parish Council's views were contrary to the Officer's recommendations or where the matter was finely balanced.

i Park Wood Golf Club: The Clerk reported that TDC were considering taking enforcement action in respect of non-related golfing activities and that details of lighting arrangements had been delivered to TDC. There appeared to be some doubt about the position and the Clerk was asked to investigate.

j Planning Councillor: David Wood.

4 Finance

a Grants: The Clerk had circulated to all members of the Council

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the Chairman would fix the date and send out invitations to local organisations. In the meantime, the matter would be aired in the Parish Magazine.

- e It was also noted that an article on the subject of composting had appeared in the last edition of the Parish Magazine.
- f Bob David requested that the future of the L-shaped Field should be discussed at the next Council meeting. This was agreed.

8 Notified Items:

- a **Tatsfield History Project:** Eileen Pearce reported that a considerable amount of initial research had been carried out and all the material had now been catalogued for easy reference. It was proposed to hold a History Morning in November in the Parish Room so that those interested could see what material had been collected and also offer assistance and/or further material. A Parish Walk would also be organised for the Spring. The Caterham & N Tandridge History Forum had been attended and this had produced some useful contacts. Sue Vost, a local resident and a professional Art Historian, had been welcomed on to the committee.
- b **Parish Directory:** It was agreed that the Directory should be updated and all councillors were requested to notify Ian Mitchell of all amendments as soon as possible. The offer from Tony Erbes to arrange printing of the new directory was gratefully accepted.
- c **Parish Council Meetings:** Tony Erbes indicated that he considered that Council meetings went on far too late and suggested that they should be adjourned at an agreed time for remaining business to be discussed on another evening. It was generally agreed that meetings did go on too long and various suggestions were put forward including an earlier start, formal standing orders and reduction of matters on the agenda. No conclusion was, however, reached.

The Chairman proposed that, for a trial period of 3 months, the Council meeting should commence with a 10 minute public session, that there should be time allotted at 9pm for the TD Councillor, SC Councillor and the Parish Constable to make reports if they wished and that there should be another 5 minute public session at 10 pm. This was agreed.

9 Village Hall:

- a **Management Committee:** There was nothing to report.
- b **VH Extension:** Ian Mitchell indicated the result of tenders was awaited and enquiries concerning funding were continuing.

10 Property and Land Management

- a **Grounds Maintenance:** It was agreed that the hedge between the Village Hall and the Old Police House should be cut at a cost of £120 + VAT subject to the matter not being included already in the work schedule for which the contractor was responsible. It was noted that the rolling of the L-shaped field had been carried out at a cost of £40 by Peter Webb. It was also noted that the padlock on the Ship Hill gate to the L-shaped field was jammed and would have to be replaced.
- b **Tree Survey:** Eileen Pearce reported that certain trees had been lost and quotations were being obtained for their replacement. Consideration was also being given to the type of tree to replace the willows by the pond.
- c **Parish Room Alterations:** The Clerk reported that a fire extinguisher had been found in the boiler room and this was being checked and serviced. Brian Drury, the architect, had obtained an alternative quote of £110 + VAT for the ventilation required to the boiler room and this was agreed.

- d **Pond:** Eileen Pearce reported that Windmill Nurseries had inspected the pond and had suggested that clearance work should be carried out in the spring. They had also recommended that the water level should be increased and this would be dealt with.
- e **Tatsfield in Bloom:** Bob David reported that the Committee had met on 25 Sept and had decided that winter colour was important. TDC had kindly agreed to supply winter pansies for planting. The committee also felt that there should be a progressive programme to protect verges by installing bollards. After discussion, it was agreed that wooden bollards could be installed at the Approach Rd/Lusted Hall junction and the lay-by. It was further agreed that the committee should seek advice from SCC as to the re-surfacing of the lay-byes as it was felt that tarmac should be avoided, if at all possible.

11 Reports:

- a **E Surrey Parishes LG:** 19 Sep - Denis Hayes had circulated a written report.
- b **Road Safety Forum:** 10 Sep - Ian Mitchell indicated that only routine matters had been dealt with.
- c **PCPG Meeting:** 1 Oct - Ian Mitchell had nothing to report.
- d **SCAPTC Meeting:** 28 Sep - Denis Hayes had circulated a written report.
- e **Surrey Rail Forum:** 16 Sep - Denis Hayes had circulated a written report.
- f **Vern d'Anjou Committee:** 8 Oct - Denis Hayes had circulated a written report.

12 Meetings to attend

- a **CPRE AGM:** 31 Oct at St Mary's Church Hall Oxted. Eileen Pearce to attend.
- b **SCC Countryside Strategy Conference:** 23 Oct at Guildford 9am-4pm - Eileen Pearce to attend.
- c **SVSC AGM:** Guildford on 20 Nov 11am-2pm - Bob David.
- d **TDC Residents Assoc/Parish Councils meeting:** 31 Oct - Council Offices, Oxted - 7.00-7.30 pm - Clerk, Denis Hayes and Ian Mitchell to attend.
- e **Tandridge Youth Bus Coffee Morning:** 22 Oct - 10.30

13 Correspondence:

- a The Clerk indicated that official notification had been given of the transfer of The Old Ship licence to the present Landlord and Mrs A Stubberfield.

14 Any Other Business:

- a **Crossways Court:** It was noted that TDC were advertising for a warden and would be interviewing candidates shortly.
- b **Approach Rd:** Bob David reported that the recent Cycle Race had left rubbish in Approach Rd which he was arranging to be cleared. It was also noted that damage had been caused by the use of a large refuse vehicle and again action would be taken to rectify this for the future.

Council rose at 22.50.

[Handwritten Signature]
11.11.96

RESULTS

Granted: 96/
 Refused: 96/469 High Trees, Old Lane
 96/589 Plot 3 Ship Hill
 Withdrawn:
 Appeals: 95/2316 Kingscote Farm, Lusted Hall La.
 94/504 MSA Clacket Lane
 96/065 Gorsey Down Farm (Conditions 8,9 & 11)
 Enforcement: 12 Westmore Rd - change of use to workshop & Storage.

CURRENT

85/565 MSA Clacket Lane
 Variation of Planning Appeal Condition 13
 95/717 Brackenhurst, Broomlands La., Limpsfield
 R/conservatory
 95/733 Beechview, Ricketts Hill Rd
 Side entrance lobby & store
 95/1045 Wayside, Westerham Rd, Moorhouse
 S/s side ext comprising hall/wc/kitchen/d\garage
 95/1104 Grasshopper Inn, Westerham Rd
 Covered access way (amended plans)
 96/424 Park Farm, Rag Hill Rd
 Erection of 6 Stables, Feed store & Tackroom & change
 of use to keeping & riding of horses for recreational
 purposes
 96/437 Westwood Farm, Clackett Lane
 Conversion of Timber Frame Barn to residential.
 90/1079 Grey Gables, Ricketts Hill Rd
 Erection of 2 storey side/rear extension (renewal)
 96/499 The Barn, Park Farm, Rag Hill Rd.
 Conversion of Barn & Stable to 4 Bed house & annexe with
 bed/bath/store in attic space & double garage.
 96/641 Gorsey Down Farm, Ricketts Hill Rd
 Erection 1.8m Chain Link Fence (E side of Paynesfield Rd)
 96/840 Land fronting Westmore Rd (r/o Hawthorn Cott, Taittinger,
 Spindleberry Hse, Paynesfield Rd) - Outline application.
 Erection of 3 det hses with garages & parking spaces.
 96/841 Spencers, Westmore Rd
 Erection of 1st Flr extension over garage

Grounds for objection:

A Situated in MGB/AGLV	E Development precedent
B Outside Development core	F Out of character with area
C Unneighbourly development	G Increases house size category
D Overcrowding/Overuse	H Access/Unmade road problems

TATSFIELD PARISH COUNCIL

14th October 1996

96/58
Appendix B

EXPENDITURE TO BE AUTHORISED:-			
PAYEE	DETAILS	VAT	TOTAL
J Sandiford	Clerk's Salary (Sep)		208.33
	Telephone		5.00
	Postage	5.34	
	Photocopying	12.32	
	Stationery	12.66	
	Travel	5.00	35.32
			248.65
Mrs G Miles	Cleaning (Sep) + materials		19.99
Tandridge DC	Building Regs Approval fee		1,515.75
D Hayes	Travelling expenses:-		
	Surrey Rail Forum, Kingston		
	on 16 Sep (47 miles)		
	E S Parishes Liaison Group		
	Tandridge on 19 Sep (13 miles)		
	SCAPTC meeting Capel		
	on 28 Sep (54 miles)		
	114 miles @ 26.6p per mile	30.32	
	Stationery	11.38	
	Photocopying	5.44	47.14
Kent Domestic	Surgery Boiler Annual Service		
	(Cheque drawn 3/10/96)	7.68	51.56
Tatsfield Village Hall	Share of VAT refund		33.89
NWS Bank PLC	Annual repayment of loan		28,210.22
Allen Concrete	Boundary Markers - 20 @ £10.05	35.17	236.17
SCAPTC	Accounts Seminar fee		27.00
R David	Re-imbusement of charge for rolling		
	L-shaped field by Webb		40.00
E G Miriam	Supplying 2 quartz halogen lamps		15.00

TOTAL

28,445.37

RECEIPTS

Tandridge DC	Precept (1st instalment)	5,000.00	
Customs & Excise	VAT refund (Apr-Jun)	1,236.86	
BH Drs	Surgery rent (October)	1,043.22	
Tandridge DC	Precept (2nd instalment)	5,000.00	
Nat Westminster	Compensation	100.00	
D Wood	T Walk sales	8.00	
			12,388.08

FUNDS AS AT 3.10.96

CURRENT A\C No. 62665235

15,555.36

RESERVE A\C No. 71570136

61,356.99

Note: Reserve Balance includes interest 28 Jun
- 26 Sep) of £595.74

JLL
11/10/96

Minutes of the Meeting held on Monday 11 November 1996 in the Parish Room, Tatsfield at 8.00 pm.

Present:

Mr Denis Hayes (in the Chair)	Mr Bob David
Mrs Margaret Boadella	Mr Ian Mitchell
Mr Tony Erbes	Mr David Wood
Mrs Eileen Pearce	

In attendance: Mr John Sandiford (Clerk), Mrs Stephanie Ripley (SC Councillor) Mrs Tina Fry (TD Councillor) and 1 parishioner.

1 Minutes

The Minutes of the meeting held on 14 October 1996 were signed as a correct record.

3 Matters arising

2 - Biggin Hill Airport: Ian Mitchell reported that the Parish Council would be invited to be a member of the re-formed Consultative Committee along with Tina Fry who would represent TDC. The managing director of the Airport Company was now to be chairman of the Consultative Committee which the Airport Company was by law compelled to form and its terms of reference had been agreed.

5a Approach Rd Path: It was noted that the posts and notices had been vandalised for the second time. As Nynex would shortly be cable laying along this path, the Bridleways Association had decided not to take any further action for the time being.

5f Westmore Rd: Discussions had taken place about the siting of the recycling container and there was a possibility that it would be moved off the road.

4 Planning Matters

Applications as at Appendix A were noted and the following matters were discussed:-

a 96/789 Greenway Cottage, Greenway: David Wood indicated that this was an application to renew an existing planning consent. As there were no change of circumstances since the last approval, it was agreed that there would be no objection.

(Before the discussion of this item took place, Ian Mitchell declared an interest as the owner of the site and withdrew from the meeting).

b 96/990 Land r/o Whygate & Valleyside fronting Goatsfield Rd: It was noted that there had been a refusal in 1988 in respect of the erection of one detached dwelling. The Parish Council had objected on that occasion based on the fact that the development was in the Green Belt, outside the development core, that it would create a precedent, that the road was unsuited to additional traffic and the site was not served by main drainage. It was agreed that these grounds should be re-iterated and that it should be pointed out that the density on this application was twice the previous refusal.

(Before this matter was discussed, Ian Mitchell declared an interest as the owner of land adjoining the application site. It was agreed that he could remain present but could take no part in the discussion).

JD

- c 96/999 Brangore, Ship Hill: It was agreed that an objection should be lodged on the grounds that the proposed fence was too high, was visually intrusive and out of keeping with the neighbourhood.
- d 96/764 1 Park Farm Cottages, Rag Hill: No objection.
- e 96/619 Mayfield, Ricketts Hill Rd: It was noted that this application had been approved despite opposition from TD Councillor Tina Fry, the TD Officers and from the Parish Council.
- f 96/589 Plot 3 Ship Hill: It was noted that this application had been approved and it was feared that this approval could set a precedent.
- g 95/2316 Kingscote Farm, Lusted Hall Lane: The Inspector had given notice that his decision would be delayed because of pressure of work.
- h Parkwood Golf Club: The Clerk reported that new exterior lighting plans are to be substituted for the present plans. TDC had written to the Golf Club about the use of facilities as it is considered a breach of the planning agreement was occurring.
- i Planning Councillor: Tony Erbes.

5 Finance

- a Grants: The Clerk confirmed that he had written to Tatsfield YC requesting it to submit a statement of its financial position before any further financial assistance was considered. It was noted that Ken Munday had resigned as Treasurer.
- b Budget: Ian Mitchell reported that the Committee had met on 31 October and would meet again on 14 November to consider the Budget. Copies of the minutes had been circulated.
- c Payments: as at Appendix B were approved.

6 Highways and Rights of Way

- a Gorsey Down: Bob David reported that he would be seeing the owner to discuss access for walkers and horse riders to and from Paynesfield Rd.
- b Old Lane Pedestrian Access: The Clerk had written to SCC on this matter and a copy of the letter would be placed in circulation.
- c Old Lane/Georges Rd R of W: The Chairman reported that he, Stephanie Ripley and Ian Mitchell had met SCC R of W Officers Mrs Blatchford and Mrs Birch to discuss this matter. It appeared that some of the evidence submitted required updating and further information was awaited. Ian Mitchell indicated that some of the evidence supported a claim for a "byway open to all traffic" and this would place the matter on a different footing.
- d FP Crossways/Westmore Green: ^{SCC} As a result of the welcome re-surfacing of this pathway by ~~the~~ SCC, water collected at the Westmore Green end which did not drain away. The matter would be looked into.
- Westmore Rd/Crossways junction: Discussion took place concerning the change of priority at this junction. SCC Highways would not agree to change the priority as previously agreed by the Parish Council because it considered that road safety would be worsened by the change. Bob David indicated that he had therefore agreed to accept the position. Ian Mitchell felt strongly that the priority should be changed because the present arrangement was dangerous in icy conditions. Bob David's action was endorsed subject to the objection lodged by Ian Mitchell.

7 County Councillor's Report

Stephanie Ripley reported on the following matters:-

- 1 She was pressing SCC to review its policy with regard to encroachment on roadside verges.
- 2 She was pursuing the question of funding for the suggested Old Lane pedestrian pathway.
- 3 Categorical confirmation had been obtained of the carry-over of the Village Hall grant into next year.
- 4 Reflector posts were to be erected outside Peggy Johnson's house in Ricketts Hill Rd.
- 5 The FP adjacent to Furze Corner would be checked and an improved gateway would be installed on the Lusted Hall Lane/Beddlestead bridleway.
- 6 Details of the National Cycleway which would pass through Tatsfield would be available shortly.
- 7 The possibility of a warning sign against fog at the Approach Rd/Clarks Lane junction was being considered.
- 8 She was anxious for the Parish Council to make some response to SCC Fundamental Review.
- 9 Surrey Police were at present targetting cyclists who rode at night without lights.

8 District Councillor's Report

Tina Fry reported on the following matters:-

- 1 The problem with the timekeeping of local buses seemed to have improved.
- 2 She welcomed Parish Council participation in her surgery but wished to emphasise that occasionally there was a need for privacy. She also felt that villagers should be encouraged to attend the surgery rather than dealing with queries by telephone.
- 3 She felt that the relocation of Surrey Highways to Oxted would benefit Tatsfield.
- 4 She was very disappointed at the outcome of the recent planning application in respect of Mayfield.
- 5 She welcomed the appointment of a warden for Crossways even though this was non-resident. Bob David indicated that while he was glad to see an appointment, he regretted that the warden was no resident as it meant that off-duty periods were not covered at all.

9 Council Aims & Objectives

Object 11 - Furze Corner: The Clerk reported that a letter had been received from Richard Budgen (Sec TPFAs) which indicated that the next major project would be new changing rooms etc. The project was in its infancy and plans were yet to be finalised. Further details would be forthcoming once the details had been settled and the project costed.

Object 13 - Millennium: The Clerk indicated that the proposed meeting would take place on Monday 20 January at 7.30-8.00 pm subject to the availability of the Village Hall. Letters would be sent out shortly to all Village organisations.

Object 9 - L-shaped field: Bob David indicated that he wished to propose that a decision in principle should be reached in this matter. It was agreed that members of the Parish Council would wish to be fully briefed and have time to consider the matter before any decision was reached. Bob David therefore indicated that he would circulate his views to all members shortly so that the matter could be discussed at the next meeting.

JD

10 Notified Items:

a Tatsfield History Project: Eileen Pearce indicated that a Coffee Morning was to be held on 23 November (10.30-1.00) to enable interested persons to see what had been achieved so far and to pass on any information they might have.

b Parish Directory: A further proof of the Directory was circulated for approval. It was agreed that 800 copies would be required and would need to be available by 27 November if they were to be delivered with the December issue of the Parish Magazine. After discussion about the type of paper/card on which the Directory would be produced, Tony Erbes agreed to produce a sample for approval.

11 Village Hall:

a Management Committee Report: There was nothing to report.

b VH Building Committee: Ian Mitchell reported that the matter would go out to tender on 18 November. Tenders would be available 21 days later when definite figures would be known. Minutes of the last committee meeting had been circulated.

12 Property and Land Management:

a Ground Maintenance: Eileen Pearce reported that the remaining part of the hedge between the Village Hall and Old Police House had now been cut in accordance with the quotation approved at the last meeting. This part of the hedge was not included in the work schedule. The property markers had been delivered and Eileen Pearce agreed to check the sites where markers were required. It was agreed that a reasonable sum could be spent in employing Mr Shrubb to put them in place. It was also noted that it had not been necessary to replace the padlock to the L-shaped field as David Wood had managed to restore it to working order.

b Tree Survey: Eileen Pearce reported that Jon Albert had recommended that the two willows by the pond should be replaced by an ash and a crab apple. This was agreed. It was also agreed that she should register the Council's interest in the Oaks Millennium Trust which involved the planting of oaks nationwide to celebrate the millennium.

c Pond: Bob David kindly agreed to arrange for the water level to be topped up.

d Tatsfield in Bloom: Bob David had circulated a copy of a letter he had written to TDC dealing with a number of matters all of which they had agreed to deal with. He had also circulated a copy of a letter he had written to Graham Jacobs (SCC Highways) confirming matters discussed at a meeting on 7 November at which SC Councillor Stephanie Ripley, the Chairman and himself had been present. The following matters were then discussed:-

1 It was noted that the lay-byes would be re-surfaced as previously (not tarmac) after they had been treated with weedkiller by Village volunteers.

2 After discussion, it was agreed that Bob David would ask SCC if it was possible to replace the sandbagged banking at the Ship Hill/Church Hill junction with logs/beams. If this was not possible, the matter should be referred back for further consideration as the suggested paving slabs were not thought to be a suitable solution.

3 As SCC were not prepared to consider bollards within 6 feet of the road, it was agreed that the alternative suggestion made by TDC to instal sleepers similar to those already in place around the pond was acceptable. It was also

Ly

agreed that an approach should be made to SCC asking it to re-consider its policy over bollards because of the difficulty in solving the problem of erosion of verges by traffic.

- 13 **Reports:**
- a CPRE AGM: 31 Oct - A written report had been circulated.
 - b SCC Countryside Strategy Conference: 23 Oct - No one had been able to attend.
 - c Residents Assoc/Parish Council Meeting: A written report had been circulated.
 - d SCAPTC AGM: 20 Nov - A written report had been circulated.
 - e SCAPTC Accounts Workshop: A written report by the Clerk had been circulated.
- 14 **Meetings to attend:**
- a SCAPTC Councillors Seminar: 15/2/97 at E Horsley - all day - £16.45 per head
 - b SCAPTC Meeting: 25/1/97 at Tilford VH - 2.30 - Denis Hayes to attend.
 - c SVSC AGM: 20 Nov - Denis Hayes and Tony Erbes to attend.
 - d T Voluntary Service Council AGM: 19 Nov 7.30-8.00 VHall Bletchingley - no one able to attend.
- 15 **Correspondence**
- (1) The Clerk reported that the application for transfer of licence in respect of the Old Ship had been withdrawn. He had now received notification of an application to transfer the licence of the Old Bakery to Mr & Mrs Pereira.
 - (2) It was noted that a SCC Members Task Group had been formed to consider proposals relating to Highways Agency/Partnership arrangements which would report back in the New Year.
 - (3) The arrangements for the Environmental Clearance Weekend ~~were~~ on the 23/24 November were noted.
 - (4) TDC had written giving advance details of the Local Government & Rating Bill. Ian Mitchell had however obtained much more detailed information which would be circulated.
- 16 **Any other business**
- (1) Margaret Boadella reported that there appeared to be a rat outbreak in Paynesfield Rd and this would be reported to TDC.
 - (2) Bob David reported that the new notice board at Ship Hill/Church Hill was badly warped and the suppliers were arranging to deal with it.
 - (3) Bob David requested that the subject of Policing in Tatsfield should be placed on the next agenda.
 - (4) It was noted that Nynex had installed a workmans shed on Westmore Green without permission. An urgent meeting between Ian Mitchell, Denis Hayes, Bob David and Nynex had taken place that morning and Nynex had been told that a charge would be made for the shed and that wayleaves would have to be negotiated wherever cable laying passed across Parish land. It was agreed that a letter should be sent to Nynex confirming the matters discussed at this meeting.

The meeting closed at 10.43 pm.

J. Hayes
9.12.96

RESULTS

Granted: 96/589 Plot 3 Ship Hill
 96/765 Springfield, Ricketts Hill Rd
 Refused: 96/674/761 Roadchef, Clacket Lane.
 96/469 High Trees, Old Lane.
 Withdrawn:
 Appeals: 95/2316 Kingscote Farm, Lusted Hall La.
 94/504 MSA Clacket Lane
 96/065 Gorsey Down Farm (Conditions 8,9 & 11)
 Enforcement: 12 Westmore Rd - change of use to workshop & Storage.

CURRENT

85/565 MSA Clacket Lane
 Variation of Planning Appeal Condition 13
 93/789r Greenway Cottage, Greenway.
 Erection of dwelling
 95/717 Brackenhurst, Broomlands La., Limpsfield
 R/conservatory
 95/733 Beechview, Ricketts Hill Rd
 Side entrance lobby & store
 95/1045 Wayside, Westerham Rd, Moorhouse
 S/s side ext comprising hall/wc/kitchen/d\garage
 95/1104 Grasshopper Inn, Westerham Rd
 Covered access way (amended plans)
 96/424 Park Farm, Rag Hill Rd
 Erection of 6 Stables, Feed store & Tackroom & change
 of use to keeping & riding of horses for recreational
 purposes
 96/437 Westwood Farm, Clackett Lane
 Conversion of Timber Frame Barn to residential.
 90/1079 Grey Gables, Ricketts Hill Rd
 Erection of 2 storey side/rear extension (renewal)
 96/499 The Barn, Park Farm, Rag Hill Rd.
 Conversion of Barn & Stable to 4 Bed house & annexe with
 bed/bath/store in attic space & double garage.
 96/641 Gorsey Down Farm, Ricketts Hill Rd
 Erection 1.8m Chain Link Fence (E side of Pynesfield Rd)
 96/764 1 Park Farm Cott, Rag Hill Rd.
 Erection of pre-fab double garage.
 96/840 Land fronting Westmore Rd (r/o Hawthorn Cott, Taittinger,
 Spindleberry Hse, Pynesfield Rd) - Outline application.
 Erection of 3 det hses with garages & parking spaces.
 96/841 Spencers, Westmore Rd
 Erection of 1st Flr extension over garage
 96/990 Land (r/o Whygate & Valleyside) fronting Goatsfield Rd
 Erection of 2 x 4 bed detached houses.
 96/999 Bransgore, Ship Hill.
 Erection of 2m wooden fence along Ship Hill.

Grounds for objection:

A Situated in MGB/AGLV	E Development precedent
B Outside Development core	F Out of character with area
C Unneighbourly development	G Increases house size category
D Overcrowding/Overuse	H Access/Unmade road problems

TATSFIELD PARISH COUNCIL

11th November 1996

96/65
Appendix B

EXPENDITURE TO BE AUTHORISED:-

PAYEE	DETAILS	VAT	TOTAL
J Sandiford	Clerk's Salary (Sep)		208.33
	Telephone		5.00
	Postage	3.98	
	Photocopying	8.04	
	Stationery	11.29	
	Travel	5.00	
			28.31

241.64

Mrs G Miles	Cleaning (Sep) + materials		18.00
Cornhill Ins'ce	Additional Fidelity Premium		53.62
I Mitchell	Photocopying - History Project		13.72
Chubb Fire Ltd	Service of additional Extinguisher	4.20	28.20
NALC	1996 Audit Regulations Guide		4.99
IPFA	ditto		9.99

TOTAL

370.16

RECEIPTS

Westerham Drs	Rent	3,129.00
BH Drs	Surgery rent (November)	1,043.22

4,172.22

FUNDS AS AT 1.11.96

CURRENT A\C No. 62665235	1,846.99
RESERVE A\C No. 71570136	49,358.99

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Minutes of the Meeting held on Monday 9 December 1996 in the Parish Room, Tatsfield at 8.00 pm.

Present: Mr Denis Hayes (in the Chair)
Mrs Margaret Boadella Mr Bob David
Mr Tony Erbes Mr Ian Mitchell
Mrs Eileen Pearce Mr David Wood

In attendance: Mr John Sandiford (Clerk), Mrs Stephanie Ripley (SC Councillor) Mrs Tina Fry (TD Councillor) and 5 parishioners.

Apologies: Philip Clark (Parish Constable).

1 Minutes

The Minutes of the meeting held on 11 November 1996 were signed as a correct record subject to the correction of Minute 6d to read "SCC" instead of "TDC" and to the correction of Minute 12b to read "Allbutt" instead of "Auber".

2 Matters arising

Min 3 - Westmore Rd Recycling Container: Hilary Vale had indicated that the container should have been removed by now but the contractor was not co-operating. It was agreed that if it was not removed in the next 10 days, contact should be made direct with the contractor to ensure the removal of the container immediately. Bob David promised to monitor the position.

Min 4h - Parkwood Golf Club: Nothing further to report.

Min 6c - Old La Pedestrian Access: No reply as yet from SCC.

Min 12c - Pond: The water level had been replenished naturally.

TDC Tandridge Community Safety Partnership Award: It was noted with pleasure that Mrs Lisa Player would receive this award on 24 Jan at Adeline Genee Theatre, E Grinstead.

Min 6d - FP Crossways/Westmore Green: It was noted that TDC had carried out some remedial work which appeared to have solved the problem.

Min 16(2) - AOB Notice Board: SCC had repaired this notice board.

Min 6b - Parish Directory: The Chairman indicated that the publication and distribution of 800 copies of the Directory free of charge to the Parish had been completed. A vote of thanks to Tony Erbes for the printing and supply of the card and to Ian Mitchell for collating all the information ready for printing and to all others involved in distribution was passed unanimously.

3 Planning Matters

Applications as at Appendix A were noted and it was agreed that no objections would be lodged to any of them.

Ian Mitchell drew attention to the fact that the appeal had been allowed in respect of the aerial at Kingscote Farm (95/2316) which was very disappointing as the Inspector appeared to have totally disregarded the visual impact on the surrounding area.

Planning Councillor: Eileen Pearce.

4 Finance

a Budget 1997/98 (Finance Committee): The Clerk indicated that copies of Finance Committee meeting minutes had been distributed to all councillors. For various reasons, the Committee was not

able to make a recommendation concerning the Budget or the Precept until the Jan meeting when it was expected that the position concerning costs of VHall would be clearer. An application for financial support had been received from Vern d'Anjou Assoc which had been referred to the Finance Committee for consideration.

b Payments: as at Appendix B were approved.

5 Highways and Rights of Way

a Gorsey Down: Bob David had circulated a report of the up-to-date position indicating that the owner, Mr Harrison's position was that (1) he was content to allow walkers (but not horseriders) access to his property from FP19
(2) he was not prepared to allow any access from Paynesfield Rd for the time being although he now accepted that both walkers and riders wanted a through route across his property and (3) he would be prepared to discuss the question of a through route for walkers and riders next summer.

After discussion, it was agreed that Bob David would write to Mr Harrison to establish the stage negotiations to date had reached and to preserve the Council's position in the matter for the future.

b Old Lane/Georges Rd R of W: The Clerk outlined the position in this matter as clarified at the recent meeting with SCC R of W Group. He indicated that the matter could only proceed if further evidence was supplied to SCC and this would almost certainly involve the matter being upgraded from Public Footpath status to a Byway Open to All Traffic (BOAT) status. As there was a possibility that the law governing BOATs might be changed, it was agreed to delay further action for the time being and to advise SCC R of W Group accordingly.

6 Council Aims & Objectives

a Future of L-shaped Field: Bob David had circulated all councillors with his views and he indicated that he was asking the Council to agree that in principle the L-shaped Field should be designated for use as tennis courts as and when funding was available. He accepted that finance was not immediately available and that it would take some time to obtain funding but a decision in principle would enable those interested to go into matters in detail.

During discussion of the matter, the following points were made:-

- (1) Tatsfield PFA would be interested in siting tennis courts at Furze Corner which would concentrate all sporting facilities in one place.
- (2) Siting of the tennis courts in the L-shaped field would create problems with increased traffic movements, additional buildings, parking and possible floodlighting.
- (3) Conflict with Council's policy of opposition to development in green belt areas eg stabling.
- (4) Suggestions might be forthcoming from the forthcoming Millennium meeting which affect the Council's view.

Bob David replied to these points and then proposed that the L-shaped Field be designated in principle for development as tennis courts subject to suitable funding being available. This was seconded by Margaret Boadella and was defeated by 3 votes to 2 (with 2 abstentions). The Chairman then proposed that a working party should be set up to investigate the matter. This was

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carried by 4 votes to 2.

Ian Mitchell then proposed that the working party should comprise Tony Erbes (chairman), David Wood and Bob David. This was agreed and it was further agreed that the working party should report back before the 1997 Annual Parish Meeting.

b Millennium Public meeting: The Clerk confirmed that invitations to the meeting on Monday 20 Jan at 7.30-8.00 in the Village Hall had been sent to all Village organisations.

7 Notified Items:

a Policing in Tatsfield: Bob David indicated that, in asking for this matter to be placed on the Agenda, his main concern was the lack of information available about Tatsfield crime statistics and about the level of policing that could be expected both generally and, in particular, so far as the Parish Constable was concerned. During a wide ranging discussion it was pointed out that concerns over policing were best voiced at the PCPG meetings, the next of which would be on 16 Jan and that whilst statistics were available, they would have to be extracted from the area figures and this would involve both time and money which the Police would say could be better expended on direct policing. Neighbourhood Watch had been supplied with local statistics in the past but this appeared to have lapsed recently. Neighbourhood Watch had called a Public Meeting because of concern in the Village and this would help to re-awaken interest in the subject.

It was generally agreed that there should be closer liaison with the Parish Constable through Ian Mitchell, that efforts should be made through Neighbourhood Watch to chase up statistics and that all possible steps should be taken to encourage recruitment of further Parish Constables.

b Tatsfield History Project: Eileen Pearce reported that the recent History Morning on 23 Nov had been successful with some 24 people attending. As a result, a volunteer had come forward to look after the Natural History aspect. Local walks were planned for the Spring. A tape recorder was required for the oral history which was being looked after by David Wood. Whilst a second-hand tape recorder had been found, it was probably not reliable and it was agreed that, if necessary, a new recorder could be purchased for up to £30.

c Local Government & Rating Bill: The Clerk drew the attention of members to the provisions of the Local Government & Rating Bill and indicated how this would extend the Council's powers once it became law.

8 Village Hall:

a Management Committee Report: Nothing to report.

b VH Building Committee: The Clerk confirmed that minutes of all meetings had been circulated to members. Ian Mitchell reported that the opening of tenders would take place the following evening and that the Committee would meet on 12 December to discuss the tenders in detail. TDC Finance Committee had agreed to recommend the full Council to carry over its grant into 1997/98 and this would be dealt with on 19 Dec. The application for Lottery funding through ACRE was in hand but Bob David indicated that the application had to be made by a registered charity and this would mean that the matter might have to be dealt with through the Village Hall Management Committee which was a registered charity.

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9 Property and Land Management:

a Ground Maintenance: The Clerk reported that all councillors had been circulated with a copy of the minutes of the meeting on 26 Nov with regard to cable-laying by Nynex. As a consequence of that meeting, Nynex had been asked to pay a consideration of £4,000 for the wayleave and a contribution of £150 towards costs. This had been agreed. The final details remained to be agreed and the Agreement would then be signed by the Clerk on behalf of the Council.

b Tree Survey: Eileen Pearce indicated that she was waiting to hear from TDC with regard to the replacement of certain trees which had been damaged or destroyed.

c Tatsfield in Bloom: Bob David reported that SCC were not willing to instal logs/beams at the Ship Hill/Church Lane junction. He would however pursue the matter to see if an acceptable solution could be found. TDC were still considering the possibility of installing sleepers on Westmore Green but meanwhile had installed some white plastic pipes to mark the edge of the Green. Eileen Pearce expressed objection to these as she felt they were not in keeping with the surroundings. After discussion, it was agreed that they should be left in place for the time being in order to see how effective they were. It was agreed that 2 litter bins from Westmore Green should re-sited by the lay-by at the end of Approach Road and in Lusted Hall Lane (at the end of the tarmac path crossing Tatsfield Green).

d Property Markers: Tony Erbes indicated that the property markers had been delivered and Eileen Pearce agreed to provide details of where markers were required.

10 Reports:

a County Councillor's Report: Stephanie Ripley reported on the following matters:-

- 1 The speed limit signs were now in place in Lusted Hall Lane.
- 2 There was no obvious road sign to erect at the end of Approach Road to warn of fog. If there was a specific suggestion, she would be pleased to take the matter further.
- 3 The logs/beams suggestion for Ship Hill was not acceptable to SCC Highways. The only solution which was acceptable to them was concrete blocks.
- 4 Apart from one saltbin for Maesmaur Rd, all bins were now in place.
- 5 There had recently been a dry run to test gritting for snow and this appeared to have worked well.
- 6 Contrary to her earlier report, the Cycle Track would not pass through Tatsfield.
- 7 White lines were to be restored to parts of Approach Rd.

b District Councillor's Report: Tina Fry reported as follows:-

- 1 She was disappointed at the Kingscote Farm appeal decision.
- 2 She was pleased that the TDC Finance Committee had agreed to carry-over of the Village Hall grant.
- 3 The joint Surgery with the Parish Council had been a success.
- 4 She apologised for the short notice given of the arrangements for the Environmental Clearance Weekend but this had been unavoidable.
- 5 She wished to draw attention to the needs of the elderly and infirm in cold weather and was assured that this matter was well in hand.
- 6 She felt the action being taken over Gorse Down Farm was to be applauded.

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- 7 Concern had been expressed over speed limit signs in Rag Hill Road where there had been 3 accidents and this would be looked into.
- 11 **Meetings to attend:-**
a SCAPTC Councillors Seminar: 15 Feb (all day) E Horsley £18.45. Denis Hayes and Tony Erbes indicated their willingness to attend and Eileen Pearce and Ian Mitchell indicated that they might attend.
b SCAPTC Meeting: 25 Jan 2.30 Tilford Institute Hall - Denis Hayes to attend.
- 13 **Correspondence**
a The Chairman indicated that he had supplied Charlcot PC Warwickshire with information concerning the Village Appraisal.
b The Chairman indicated that he had been invited to read one of the lessons at the St Mary's Church Carol Service on 29 December.
- 14 **Any Other Business**
a **Environmental Clearance Weekend:** Bob David indicated that he felt that the arrangements had been far from satisfactory and it was agreed that he would advise TDC that the previous arrangements whereby open skips were stationed at three separate locations was much to be preferred.
b Bob David drew attention to the fact that a copy of the latest School Governors meeting had been placed in circulation.

The meeting closed at 10.55 pm

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RESULTS

Granted: 96/671 Moorhouse Tileworks, Moorhouse.
93/789r Greenway Cottage, Greenway.

Refused:

Withdrawn:

Appeals: 95/2316 Kingscote Farm, Lusted Hall La. - GRANTED
94/504 MSA Clacket Lane
96/065 Gorsey Down Farm (Conditions 8,9 & 11)

Enforcement: 12 Westmore Rd - change of use to workshop & Storage.

CURRENT

93/994 Clacketts Lane Sandpit, Clacketts Lane.
Details of Landscaping pursuant to Condition 10
96/939 2 Ebor Cottis, Paynesfield Rd
Erection of replacement 2/s rear extension & new Side Ext.
96/994 St Govans, Ricketts Hill Rd
Replacement of 1st floor extension

Grounds for objection:

A Situated in MGB/AGLV	E Development precedent
B Outside Development core	F Out of character with area
C Unneighbourly development	G Increases house size category
D Overcrowding/Overuse	H Access/Unmade road problems



EXPENDITURE TO BE AUTHORISED:-

PAYEE	DETAILS		VAT	TOTAL
J Sandiford	Clerk's Salary (Nov)			208.33
	Telephone			5.00
	Postage	4.58		
	Photocopying	21.48		
	Stationery	1.70		
	Travel	5.00		32.76
				<hr/> 246.09
Mrs G Miles	Cleaning (Nov)			18.00
I Mitchell	Photocopying and Publications			18.27
Berry Birch	Boiler Insurance renewal			43.90
Tandridge DC	Building Regulations fee (revised) (Cheque for £1515.75 approved October Meeting - cancelled)			393.62
	New cheque drawn 25/11/96			
M G Maiklem	New Air bricks for Surgery			110.52
PO Counters	Telephone - call charges	10.62		
	- rental	39.70	8.80	59.12
	(Cheque drawn 25/11/96)			
CPRE	Annual subscription			17.50
PJ Clark	Re-imburement of telephone rental			21.86
Taylors	Repairs to Stile			7.00
Huntley Cartwright	Quantity Surveyors' Fees V Hall		61.25	411.25

TOTAL

1,347.13

RECEIPTS

BH Drs Surgery rent (December) 1,043.22

1,043.22

FUNDS AS AT 1.12.96

CURRENT A\C No. 62665235
RESERVE A\C No. 715701363,559.26
49,368.99

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**TATSFIELD PARISH COUNCIL
FINANCE COMMITTEE**

BUDGET 1997/8

Introduction

The Finance Committee has considered the 1997/98 Budget in two stages. The first stage (the Routine Budget) involved consideration of income and expenditure other than that involved with the extension/alteration of the Village Hall. The second stage (the Village Hall Budget) involved consideration of the financial situation with the Village Hall and, in particular, how this affected the Budget.

Having completed its deliberations, the Committee agreed that this paper should be prepared by the Clerk setting out all the relevant factors and for that paper to be circulated to all councillors prior to the next Council meeting so that all councillors were fully briefed. At the next Council meeting, it is intended that there will be full discussion leading to a decision as to the amount of the precept for 1997/98.

The Routine Budget.

Expenditure was considered item by item and Schedule "A" sets out for each item of expenditure (a) the amount in last year's Budget (b) the actual amount spent up to 31/12/96 (c) the projected amount to be spent by the end of March 1997 and (d) the recommended provision for 1997/98.

Income was dealt with in the same fashion and the Schedule shows these figures in a similar fashion.

The 1996/97 Budget was designed to produce a deficit of £4126 whereas, in fact, there will probably be a surplus of £4437. This arises from the fact that Income is likely to be approx £4,000 higher than budget and Expenditure is likely to be £4500 approx lower than budget.

Income is above Budget because "Interest" will be much higher than budget simply because the budget anticipated that the Village Hall expenditure would have been made during this present year and that interest earned would have been reduced accordingly. Overall expenditure is below budget because the actual expenditure on Capital Expenditure, Training, Property and Land Maintenance as well as Subscriptions etc is below budget.

Assuming a precept of £10,000, the proposed Budget for 1997/98 would provide a small surplus but this should be viewed as a contingency sum to be used for unexpected expenditure. It is, in the view of the Committee, better to consider the proposed Budget as neutral. The Committee also considers that the budgetted amounts are minimum requirements, particularly in the areas of Property and Land Maintenance. Consequently, a sum of £10,000 is the minimum amount which the Parish Council requires, over and above its rental income, in order to cover (a) normal costs of administration (b) loan repayment and (c) maintenance of its assets.

The Village Hall Budget.

1. The amount required:-

Tenders for the work have now been received and consequently it is now possible to consider this aspect with a fair degree of accuracy. Briefly the total building cost is £218,576 (which includes a contingency sum of £4,500). In addition, there are professional fees amounting to £15,600. This means that the total cost of the project is £234,176.

However, professional fees amounting to £10,675 have already been paid and so the amount remaining to be found is £223,501.

The funding of this figure is likely to be as follows:-

Tandridge DC (approved)	25,000
Surrey CC (approved)	26,600
Village Hall (approved)	5,000
ACRE (Lottery) (not yet approved)	117,100

	173,700
Balance	49,801

	223,501

These figures do not include VAT which will have to be paid as payments are made to the Contractor and the Architect and Quantity Surveyor. The question of recovery of VAT is a complicated one and Customs & Excise have been consulted with the object of obtaining a firm ruling. Assuming that VAT is recoverable, it should be possible to recover VAT 6-8 weeks after payment but provision has to be made for payment of VAT in the first place.

The amount required to complete the Village Hall project is therefore £49,801 plus a suitable allowance for VAT.

2. How is it to be financed?

There are three possibilities - the first is entirely from reserves, the second from the precept and the third from a mixture of reserves and the precept.

A cash-flow projection for the period to the end of this financial year shows that the Parish Council's total cash balance at 31 March 1997 should be in the region of £56,000. On the face of it, this means that there are sufficient funds to cover the project.

The Council has however to look at the position throughout the coming year (and beyond) in order to be satisfied that it has not run its reserves to such a point that it cannot meet its commitments in the future. This particularly applies to the repayment of the Surgery loan due in October each year.

A cash-flow projection has therefore been drawn up for the financial years 1997/98 and 1998/99 on the following assumptions:-

(1) that receipts and payments within the Routine Budget will follow a similar pattern to the present financial year;

(2) that payments to the Contractor will follow the timetable prepared by the Quantity Surveyor and that building will commence in March/April 1997;

(3) that payments from the grants will be made promptly on the basis of 80% of the amount due to the Contractor;

(4) that VAT will be recoverable and repayment made within 6-8 weeks of payment;

(5) that the balance of the professional fees of approx £4,500 is not taken into account.

(6) that approx £2,000 of budgetted expenditure on some items has not been spent;

(7) THAT THE PRECEPT IS £10,000

In 1997/98, the cash-flow projection shows that the danger period occurs (as could be expected) in the period October-November when repayment of the Surgery Loan is due. The projected balance at that time will be as low as £1,500-£4,500 depending entirely on the timing of receipts and payments. This means that there is no margin for error, particularly if some of the professional fees have to be paid within the period May-September or if some unexpected event occurs which requires part or all of the contingency sum to be paid.

Once that particular period is negotiated, the cash-flow projection shows that the balance in hand will gradually increase until it reaches approx £14,000 by the end of the year assuming that the balance of the professional fees have been paid by then.

In 1998/99, the cash-flow shows that there should be no problem but it must be pointed out that, given only normal expenditure, the balance in hand will reduce by approx £3,000 over that year, due largely to the final payment under the building contract. Again in October the balance will fall to approx £4,500 and will only recover to approx £11,000 by the year end.

Conclusion:

The Committee is of the view that steps must be taken to ensure that the Parish Council funds are not run down to the levels indicated above. This means that additional funds have to be found and the simplest solution is to increase the precept above its present level of £10,000. It is possible for the Parish Council to take out a short term loan/overdraft providing this is repaid before the end of the financial year. This would only solve the problem of shortage of funds in the short term and the Committee considers that this is to be viewed as insurance should very unexpected circumstances arise.

The Committee is therefore of the view that there must be a rise in the level of the precept for the next two years at least.

Quite apart from the necessity for additional funds for the Village Hall project, a very good case can be made out for an increase in the Precept because the amounts in the Routine Budget are considered to be the minimum possible. For example, the Surgery/Parish Room is due for redecoration externally and, possibly, internally as far as the Parish Room is concerned which would probably cost £5,000 or more.

Similarly, more could easily be expended on grants to village organisations, donations etc. Any increase of such a nature would immediately mean an increase in the precept unless Parish Council funds are not to be reduced.

It does, of course, go without saying that costs generally are rising and they will continue to rise if only because of inflation. Unfortunately, it is almost impossible to compare expenditure over the last few years because of the lack of detail in the accounts and to obtain accurate comparative figures would require considerable research.

For the last two years, the precept has remained at £10,000 and in the first of those two years (1994/95), there was a deficit of £1,507 and in the second of those two years (1995/96), a deficit of £2,207. This means that in that period, Parish funds have reduced by £3,714. Had this not occurred, there might have been sufficient funds available for the Village Hall project.

This has to be compared with the preceding four years 1990/91, 1991/92, 1992/93 and 1993/94 when the precept was £26,000, £20,000, £18,500 and £14,500 respectively. During that period Parish funds increased by approx £54,770 which is how the present funds have been accumulated.

Tandridge Council have asked to be notified of the amount of 1997/98 precept by 15 January and have indicated that, at present, there are 852 chargeable properties in Tatsfield and the level of precept payable by a Band D property will be £11.74 p.a. on the basis of a precept of £10,000. This amount increases by £1.17 p.a. for every additional £1,000.

It must be pointed out that all the above is subject to (a) approval of the ACRE grant and (b) to confirmation that VAT can be recovered. If either of these two matters are not satisfactorily resolved, it may be necessary to call an emergency meeting of the Parish Council to consider the matter afresh.

Recommendation:

The Committee unanimously recommends that the the 1997/98 Budget be in accordance with Schedule A and that the precept be £17,500.

John Sandiford
Clerk and Financial Officer.

January 1, 1997

TATSFIELD PARISH COUNCIL
 SCHEDULE OF BUDGETED, ACTUAL and PROJECTED EXPENDITURE 1996/97
 AND PROPOSED BUDGET FOR 1997/98

SCHEDULE A

EXPENDITURE:-	BUDGET 1996/97	ACTUAL to 30.12.96	PROJECTED to 31.3.97	SUGGESTED BUDGET 97/98					
Loan Repayment	26176	26210	26210	24940					
Administration:									
Cleaning	250	163	218	240					
Rates	600	464	516	600					
Insurance	700	753	753	775					
Audit	250	201	201	250					
Telephone	250	212	235	350					
General Expenses	1000	811	1186	1200					
Clerk's Salary	2500	1875	2500	2750					
Training	200	5750	27	50	6215				
Capital Expenditure	1000	34	100	0					
Maintenance - Property	1000	389	400	1000					
- Land	1600	2600	369	758	400	250	1000	500	1500
Subscriptions, Donations & Other Village Purposes	4750	2988	3370	2838					
TOTAL	40276	34496	35839	35493					

INCOME:-

Surgery/Parish Room Rent	25550	21877	28276	25550				
Bank Interest	600	26150	1179	23056	2000	30276	1000	26550
Precept	10000	10000	10000	SAY	10000			
TOTAL	36150	33056	40276	SAY	36550			
SURPLUS/DEFICIT	-4126	-1440	4437	SAY	1057			

TATSFIELD PARISH COUNCIL Appendix to Schedule A

DETAILS OF RECEIPTS

	ACTUAL to 31.12.96	PROJECTED to 31.3.97		
RENTS:-				
Surgery	18766	25000		
Aerial	500	500		
P/Roos	232	382		
Walk Sale	25	25		
Easement	2162	2187		
Circus	82	82		
Compensat	100	0	21867	28176

DETAILS OF PAYMENTS

	ACTUAL to 31.10.96	PROJECTED to 31.3.97	AGREED BUDGET
SUBS/DONATIONS:			
St Mary's:-			
Churchyard (Mar 96)	100	100	100
Churchyard (Sep 96)	100	100	NIL
Flower Festival	40	40	NIL
Youth Club	485	500	500
Oxtd Social Centre	125	125	125
Not So Young Club	100	100	100
Tatsfield Cricket	500	500	NIL
Oxtd CAB	130	130	130
Shopping Week	200	200	200
Parish Magazine	500	500	500
CPRE		15	18
SVSC	15	15	15
SE By Care Assoc	50	50	50
ESMAC		20	NIL
SCAPTC		350	400
Verne d'Anjou	0	0	200
SE/T in Bloom			500
OTHER VILLAGE PURPOSES:-			
Village Centre	425	425	NIL
Grant for Shop Wall			
Unmade Roads			
Kensley Road	200	200	NIL
	2970	3370	2838