

Minutes of a Meeting held on Monday 14 July 1997 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) and 11 parishioners.

Apologies: Mrs Tina Fry (TD Councillor) and Mr Harry Pettifor (SC Councillor).

1 MINUTES

The Minutes of the meeting held on 9 June 1997 were approved subject to a minor amendment to Para 5c and were signed as a correct record by the Chairman.

2 MATTERS ARISING:

a Shopping Week (2b): Bob David reported that Shopping Week had started on Saturday 12 July with the Art Exhibition and a visit from Peter Ainsworth MP and his wife and family. The Exhibition included pictures from all the Tatsfield School pupils and from the pre-school children. The shops had reported a successful first day's trading. Congratulations were due to all who had helped organise the various events so far.

b Remission of Business Rates: It was noted that, subject to full Council approval, the Post Office Stores had been granted 100% remission from business rates.

3 PLANNING MATTERS

a Applications as at Appendix A: These were noted but there was no objection to be made to any of them.

b Tandridge District Local Plan: Official copies of the draft Local Plan were not yet available but Ian Mitchell had obtained an advance copy and had circulated to all members his initial comments and views. At present, the consultation period was due to end on 30 September but this might be extended due to the delay in publication. It was agreed that, in addition to the initial copy being supplied free of charge to the Council, the Clerk should obtain a second copy of the Local Plan at a cost of £15 as soon as it was available. One copy would be kept in the Parish Room for inspection by members of the public and by councillors. The other copy would be for use by an informal group which would consider the draft Plan and formulate a draft response for consideration at the September Council meeting. It was agreed that this Group would comprise Ian Mitchell (Chair), Eileen Pearce, Denis Hayes and David Wood. All other members of the Council would be notified of the Group meetings and could attend if they so wished. It was further agreed that the Group would also look at the draft Bromley Plan and recommend whether or not any response was necessary.

c Planning Publications: Ian Mitchell drew attention to the fact that new editions of TDC Planning Handbook and of the DOE Planning Guide had recently been published and were available free of charge from TDC.

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c Planning Councillor: Eileen Pearce (August) and Tony Erbes (September).

4 FINANCE

a **Payments:** as at Appendix B were approved. It was also agreed that the Clerk should arrange to pay for the cutting of the L-shaped field by Nick Dance as soon as the account was submitted. It was understood to amount to £40 approximately.

b **Annual Accounts:** The Clerk reported that the audit had been completed satisfactorily although the Auditor might require some amendment to figures in both the Annual Account and the Balance Sheet in order to conform strictly to the new accounting procedure. It was agreed that if this was necessary, the Chairman was authorised to sign fresh copies of the Account and Balance Sheet.

5 HIGHWAYS & RIGHTS OF WAY

a **Road Verge Erosion:** Bob David reported that because both Westmore and Tatsfield Greens were registered commons, DOE approval was required before bollards of any sort could be erected. The approval process was somewhat long and complicated and he felt that very careful consideration would have to be given to the matter before putting such a process in motion. After discussion, it was agreed that Bob David would investigate the cost of purchasing a supply of plastic posts which could be installed on a temporary basis to stop verge encroachments. The present white plastic posts appeared to be serving their purpose and it was agreed to continue with these for the time being.

b **Road Signs:** David Wood had circulated an inventory of local road signs (prepared by himself and Tony Erbes) which highlighted certain matters requiring attention. It was agreed that David Wood would get together with Bob David who would then write to Surrey Highways on the various matters which had been noted. David Wood indicated that he did not consider that he had sufficient expert knowledge to make any recommendations concerning HGV routes and it was agreed that CCouncillor Harry Pettifor would be consulted to see if expert advice was available from County Hall. It was also agreed that Tina Fry should be consulted to establish some liaison with Bromley LB.

c **Wood View, Ninehams Road:** Eileen Pearce reported that Martin Fry (SCC Rights of Way Officer) had agreed to share the cost of the partial felling of the trees. He was obtaining quotations and she would report back to the next meeting. It was agreed that the Clerk would write Martin Fry indicating that the Council was concerned about public safety in the vicinity of the public footpath.

d **Goatsfield Road Obstruction:** The Clerk confirmed that he had written to Mr Reeves and it was noted that the hoist had been moved within the boundaries of his property.

e **The Square Disabled Parking:** The Clerk reported that he had written to Surrey Highways and that the parking bay would be removed.

6 COUNCIL AIMS & OBJECTIVES

a **Future of L-shaped Field:** The Chairman reported on the public meeting held on 10 July and indicated that the meeting had passed a resolution proposing that "the Parish Council decide to proceed with a multi-sports surface". This had been passed by 18 votes to 7 with 8 abstentions. He also drew attention to a petition

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containing 166 signatures which had been handed in that evening. This stated that "if the Field were to be developed, it should be for the use of ALL in the form of an all-weather multi-purpose sports surface", consideration to be given "to neighbouring properties and environmental aspects". He also indicated that a letter had been received from Tina Fry suggesting that a working group should be set up to put forward options to the Parish Council on the provision of a multi-sports playing facility within Tatsfield.

After a long and detailed discussion, Bob David proposed that the Parish Council should begin discussions with TDC Planning and Leisure Departments as to the possibility of the development of the L-shaped Field for multi-purpose sports activities. Ian Mitchell proposed an amendment to insert the words "and Furze Corner" after the words "L-shaped Field". There were 3 votes in favour and 3 against for the amendment and the Chairman exercised his casting vote in favour of the amendment. The proposition, as amended, was then passed by 5 votes to 1. The Clerk was then instructed to contact the TDC Director of Planning to arrange a meeting with the full Council to discuss the matter.

b Millennium Celebration: The Chairman had circulated a written report of the Millennium Committee meeting held on 2 July 1997 and there were no points arising.

7 NOTIFIED ITEMS

a Environmental Clearance Weekend: Bob David reported on discussions he had with both TDC and with residents. TDC felt the arrangements had gone well and had reported that the vehicle had collected nearly twice as much as the skip over a much reduced period. Residents generally wanted both more skips and to have the vehicle for a longer time. Because of financial restraints, it was unlikely that TDC would accede to either request but it was agreed that he should nevertheless ask that more skips be provided in future.

b Tatsfield History Project: Eileen Pearce reported that the Tatsfield Exhibition at East Surrey Museum, Caterham, had been opened by Mrs Hazel Baker. She commended the exhibition to villagers and asked that they should pass on any comments they had after they had been to see it. A vote of thanks was passed to Eileen Pearce and Ian Mitchell for their hard work in producing a very professional exhibition.

c Future of Oxted Hospital: Bob David reported that he had agreed to join the Committee campaigning for the retention of the existing facilities at Oxted. To this end, a petition was being organised and copies of the forms were available in the Post Office. He urged all those interested to sign up.

d Community Grant for Saltbins: Bob David indicated that both Old Lane and Johns Road wished to take advantage of the grant and were collecting their 50% share of the cost. He would arrange to advise them that this must be done quickly otherwise there was the possibility of the grant being withdrawn.

8 VILLAGE HALL

a Management Committee Report: Bob David reported that the Management Committee had agreed that regular users could continue using the Hall until the end of August. The Committee also wished the Parish Council to consider the storage of equipment during building operations although it did now appear that equipment could in fact be stored in parts of the Hall which would not be

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affected by building operations.

b VH Building Committee: It was noted that the ACRE Lottery grant application would not be decided until the end of July/early August.

9 PROPERTY AND LAND MAINTENANCE

a Ground Maintenance: Eileen Pearce reported that the L-shaped Field grass had recently been cut by Nick Dance at a cost of approx £40. The account was awaited together with a quotation for the routine maintenance of Parish land. Some maintenance work was also necessary to secondary areas and it was agreed that Eileen Pearce in consultation with Tony Erbes and David Wood would in future be responsible for overseeing the maintenance of the pond, the Parish "public" land (Hall, carpark and the greens), the other Parish and claimed land, tree care and management and footpath maintenance. It was further agreed that this group could authorise expenditure in respect of any work necessary before the next Council meeting.

Bob David indicated that ~~SBC~~ had admitted that there had been some over-enthusiasm in the recent cutting of verges for which it had apologised. TDC stated that the greens had been cut at the same time as in previous years and care had been taken to avoid cutting back the areas planted with bulbs.

b Tree Survey: This would be dealt with in conjunction with the secondary areas mentioned in the preceding paragraph.

c Tatsfield in Bloom: Bob David reported that the judging had gone very well and the result would be known at the end of the month. He expressed his appreciation of the efforts of the 50 or so village volunteers, Tatsfield School, the Church and the residents of Westway Court for their help in making the village look so attractive. Over 100 entries had already been received for the four competitions which would be judged on the following Saturday and the prizes would then be presented by Mr David Innes. A vote of thanks was passed to Jon Allbutt and Bob David for their hard work.

d Westmore Green: The Clerk reported that nothing further had been heard from Mr Pereira (The Old Bakery) as to planning consent or as to insurance cover. Bob David promised to speak to Mr Pereira.

e Parish Land: The Clerk reported that he had still not received any reply from Mr Barry Pitt (Plots 394 & 395 Kemsley Rd) with any evidence of his ownership.

10 REPORTS

a County Councillor: No Report.

b District Councillor: No report.

c Parish Constable: Philip Clark reported that the local crime statistics were very low. They included one burglary where Neighbourhood Watch had been of great assistance. He had issued warnings to some local drivers for speeding and felt sure that those concerned would take note.

d TDC Parishing Meeting: This had been postponed until some time in September.

e E Surrey Transport Committee: The Chairman had circulated a written report of the meeting he had attended on 8 July. It was agreed that he should attend a further meeting in September and then make a recommendation to the Parish Council as to the desirability or not of affiliating.

f Vern d'Anjou Committee: A written report had been circulated.

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11 MEETINGS TO ATTEND:

- a Tandridge CPRE AGM: 19 Sep at Whyte Hart Barn Godstone - 7.30 pm Eileen Pearce to attend.
- b SCAPTC GM: 25 Jul at Mickleham VHall at 7.30 pm - Denis Hayes.
- c Surrey Rail Forum: 14 Oct at 10.00 am at County Hall - Denis Hayes.
- d Biggin Hill Airport Consultative Committee: 17 July - Ian Mitchell.

12 CORRESPONDENCE:

- a SCC Rights of Way: It was noted that FP570 was overgrown and that the owner had been requested to clear it.
- b SC Councillor: A letter of thanks from Stephanie Ripley was read to the meeting by the Chairman.
- c ESMAC: Eileen Pearce indicated that it was proposed to re-activate this Committee as a result of the change of government and, in particular, to campaign in respect of noise pollution and motorway related development.

13 ANY OTHER BUSINESS:

- a Ian Mitchell drew attention to the "Meet Your Local Police " Day at Warlingham Green on Saturday 19 July.
- b Tony Erbes indicated that the Church carpark was being used to transfer refuse from one vehicle to another. It was agreed that this was a matter for the Parochial Church Council to deal with.
- c Bob David had been asked if the tree outside "Linda's" could be trimmed back. This would be dealt with the general maintenance procedure in the autumn.
- d It was understood that the ducks on the village pond appeared somewhat oily but there was uncertainty as to both the cause and the remedy.

The meeting closed at 10.56 pm.

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12.8.97

RESULTS

Granted:

Refused:

Withdrawn:

Appeals: 96/469 High Trees, Old Lane.

Enforcement:

CURRENT

97/416 Elm Mead, Ricketts Hill Rd.
Erection of Garage to side.97/539 Wood View, Ninehams Rd.
Demolition of existing conservatory, erection of
conservatories to NE & SE sides.

Grounds for objection:A Situated in MGB/AGLV
B Outside Development core
C Unneighbourly development
D Overcrowding/OveruseE Development precedent
F Out of character with area
G Increases house size category
H Access/Unmade road problems*Still*

TATSFIELD PARISH COUNCIL

14th July 1997

97/050
Appendix B

EXPENDITURE TO BE AUTHORISED:-			
PAYEE	DETAILS	VAT	TOTAL
J Sandiford	Clerk's Salary (Jun)		229.16
	Telephone		5.00
	Postage	3.52	
	Photocopying	10.89	
	Stationery	0.00	
	Travel	5.00	19.41

			253.57
Mrs G Miles	Cleaning (Jun) & Materials		20.78
Monitor Press Ltd	"Local Authority Powers"		25.00
Oxted CAB	Grant		130.00
Parish Magazine	Grant		300.00
Chubb Fire Ltd	Fire Extinguisher Maintenance	32.66	219.26
I Mitchell	Tatsfield History Project		
	Expenses of Museum exhibition		57.55
Mrs E Pearce	Ditto		8.19
Colin L Radford	Plumbing repairs to Parish Room	9.97	66.97
Mrs T Holley	On a/c general expenses		
	for Millennium Committee		50.00
R David	Re-imburement of the following:-		
	Tatsfield in Bloom:		
	Plants, wooden containers, compost,		
	cash prizes, lunches for judges, etc		318.04
	Photocopying (T in B)	9.80	
	(Shopping Week)	1.45	
	(Village Hall)	3.05	
	(miscellaneous)	4.10	
	Postages (various)	10.78	
	Parish Room supplies	0.85	
	Shopping Week printing,		
	paper, etc.	34.31	382.38

TOTAL			1,513.70

RECEIPTS			
BHill Drs	Surgery rent (Jul)	**	1,043.22
T-Chess Club	Parish Room Hire (Apr-Jun)	**	71.50
Natwest Bank	Deposit Interest (Mar-Jun)		670.59

** NOT included in the Current balance below			1,785.31

FUNDS AS AT 1.7.97	CURRENT A\C No. 62665235	2,349.49	
*	RESERVE A\C No. 71570136	67,603.42	

On 9/5/97 £10,000 was transferred to Reserve A/C

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Minutes of a Meeting held on ~~Monday~~ ^{Friday} 22 August 1997 in the Parish Room, Tatsfield at 8.00 pm.

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

In attendance: Mr John Sandiford (Clerk) and 5 parishioners.

Apologies: Mr Tony Erbes.

1 MINUTES

The Minutes of the meeting held on 14 July 1997 were approved subject to the following amendments:-

- to Para 9a - the alteration of "TDC" to "SCC" in the first line of the second paragraph.
- to Para 9c - the alteration of "Westway" to "Crossways" in the fourth line.

The minutes were then signed as a correct record by the Chairman.

2 MATTERS ARISING:

It was agreed that this item would be dealt with at the next regular meeting of the Council.

3 SCAPTC NOMINATIONS FOR OFFICE

The Chairman reported that he had been approached to stand as Chairman at the Association's AGM. He indicated that it was customary for nominations for office to be made by the nominee's own Parish Council. After discussion, it was duly proposed that the Chairman be nominated for the office of Chairman of SCAPTC for the coming year. This was passed by 4 votes in favour with one abstention.

4 VILLAGE HALL

a VH Building Committee: Ian Mitchell, as Chairman of the Building Committee indicated that the second application for an ACRE Lottery grant had not been successful but it appeared that whilst the ACRE Selection Committee was not prepared to approve the second application, it had looked again at the first scheme and would have approved that scheme had it not been for the fact that the rules prevented this. There was therefore reason to believe that a third application covering the first scheme along with some of the improvements made in the second scheme might be successful. He also indicated that DOE loan sanction had been obtained for a maximum loan of £60,000.

The matter had been considered by the Building Committee and it felt that there were two options. The first option was to proceed with the reduced scheme immediately a suitable loan offer had been obtained and the second option was to make a third application for an ACRE lottery grant, a decision on which would not be forthcoming until May 1998. The second option would involve obtaining agreement from SCC and TDC to "roll over" their grants for a further year and to an extension of the DOE loan sanction if it proved necessary to take a loan. The Committee had decided not to make any recommendation to the Council and had asked the Clerk

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to prepare a paper setting out his forecast of the financial position. This paper (a copy of which is attached to these Minutes) had been circulated by the Clerk to all members prior to the meeting, apart from pp.3 and 4a-c - Additional Comments.

The Clerk, having handed copies of the Additional Comments to all members present, then went through them in detail and answered questions arising.

The Chairman then adjourned the meeting for 10 minutes to give members of the public who were present an opportunity to express their views.

After a full discussion, it was proposed that the Parish Council should proceed with Option A as indicated in the Clerk's paper. This proposal was defeated by 4 votes to 1. It was then proposed that the Parish Council should proceed with Option B as indicated in the Clerk's paper and this proposal was passed by 4 votes to 1 against. It was then agreed that an immediate approach should be made to SCC and TDC for agreement to "roll over" the grants to 1998-99.

5 ELECTORAL BOUNDARY CHANGES

The Chairman indicated that the Boundary Commission was considering the alteration of the Parish boundaries and TDC had asked the Parish Council to consider whether it wished to make any comment. Because the present Chelsham, Farley, Titsey and Tatsfield ward was considered to be under-represented, the proposal in simple terms was that Chelsham and Farley would be transferred to Warlingham East ward which at present was considered to be over-represented. It was agreed that whilst the proposed change was regrettable, it did not appear to have any material consequences for Tatsfield but it would be desirable for the matter to be discussed with TD Councillor Tina Fry before responding officially to TDC.

6 ANY OTHER BUSINESS:

a Ian Mitchell indicated that the District Plan was still not available but TDC now hoped it would be available in the following week.

The meeting closed at 9.54 pm.

Paul S
8.9.97

August 19, 1997

**TATSFIELD PARISH COUNCIL
FINANCE COMMITTEE**

VILLAGE HALL FINANCING

At the request of the Building Committee, I have prepared this paper showing the financial implications of possible decisions which may be taken by the Council in relation to the Village Hall project.

The second application for a Lottery grant to ACRE has been refused but ACRE has suggested that the original application could be repeated (including certain matters which were included in the second application eg a disabled chair lift).

Loan sanction has been obtained enabling the Parish Council to borrow up to £60,000. Enquiries show that the cheapest loan source would be the Public Works Loan Board which would lend £60,000 repayable by 20 equal half yearly instalments over 10 years together with interest at 7.125% fixed. A loan offer from PWLB could be obtained in 2/3 weeks.

The possible options available are therefore as follows:-

OPTION A Proceed with the smaller project (the subject of the second Lottery application), the contract for which could be signed as soon as PWLB loan offer was available. This would mean work would probably start at beginning of October.

The original cost (as per tender) and the increased cost (as per revised tender) are as follows:-

	Originally	Now
Construction	146,000	150,400
Planning	240	240
Architect	13,600	13,600
Q Surveyor	<u>3,850</u>	<u>3,850</u>
Total	<u>163,690</u>	<u>168,090</u>
The funding of this:-		
SCC & TDC grants	51,700	51,700
Village Hall	5,000	5,000
ACRE grant	60,000	0
PWLB	0	60,000
Parish Council	<u>46,990</u>	<u>51,390</u>
Total	<u>163,690</u>	<u>168,090</u>

OPTION B Make a third application for a lottery grant, a decision on which would not be forthcoming until May 1998.

This would be for the complete scheme. The original cost (as per tender) and the estimated increased costs are as follows:-

	Originally	May 1998
Construction	218,600	240,000
Planning	240	240
Architect	13,100	15,000
Q Surveyor	<u>3,750</u>	<u>5,000</u>
Total	<u>235,690</u>	<u>260,240</u>

The funding of these totals:-

SCC & TDC	51,700	51,700
Village Hall	5,000	5,000
ACRE grant	117,840	125,000 (max grant poss)
PWLB	0	60,000 (see ** below)
Parish Council	<u>61,150</u>	<u>18,540</u>
Total	<u>235,690</u>	<u>260,240</u>

** It would obviously be possible to borrow a lesser amount and make a corresponding increase in the Parish Council contribution. This would, of course, mean that the half-yearly loan repayments would reduce proportionately.

I have therefore run Cashflow Schedules showing the effect of each option for the remainder of this year and for 1998/99 and these Schedules are attached.

John Sandiford
Clerk and Financial Officer.

I would like to emphasise that in drawing up the Cashflow Schedules, I have deliberately shown the payment out of Stage payments before the receipt of Grant payments in order to give the worst scenario. If, therefore, you look at Schedule A for January 1998 the overdrawn balance of £11,556 would not occur if the grant payment were received and cleared to the bank before the Builder (4) was made. The same applies to the VAT payment and the VAT repayments amounts.

In all the comments that follow, you must bear in mind that a lot depends on the order in which payments and receipts are made. If receipts are delayed, then an overdraft situation could easily arise where it is not expected.

I am now given to understand by Bob David that the PWLB will make the loan in whatever way we desire. Whatever way the loan is taken up, the first interest payment cannot be later than six months from the date of the first advance or instalment. This obviously affects both Options.

Bearing these matters in mind, I would like to deal with OPTION A in some further detail:-

- (1) It would be possible to change the financing by relying solely on the SCC and TDC grants for the first two stages and by taking the full PWLB loan of £60,000 at the third stage. The figures would then be as follows:

Stage	Grants	Loan	Parish C	Builder
1	31,937 (80%)	NIL	7,984	39,921
2	19,763 (Bal)	NIL	20,158	39,921
3	NIL	39921	NIL	39,921
4	<u>NIL</u>	<u>20,079</u>	<u>19,843</u>	<u>39,921</u>
	51,700	60,000	47985	159,684
Retention	<u>5,000 (VHMC)</u>	<u>NIL</u>	<u>3404</u>	<u>8404</u>
	<u>51,700</u>	<u>60,000</u>	<u>51,389</u>	<u>168088</u>

The effect of doing this is then

- (1) Instalment (1) - NO Change;
- (2) Instalment (2) - PC would have to find approx £12,000 instead of £8,000 approx which it could afford to do;
- (3) Instalment (3) - After paying this instalment, the bank balance would be increased by some £20,000.
- (4) Instalment (4) - No change in the figures as shown by Schedule A.

If the loan were taken up by 4 instalments as shown in Schedule A, the first repayment could be due in March/April 1998 (ie 6 months from the first stage). By delaying taking the loan until December, the first repayment is definitely payable in the year 1998/99 and, in addition, some interest is saved on the PWLB loan although some deposit interest would be lost. At the present time, the deposit rate is 4.76% as compared to 7.125% payable to PWLB. The net result would be a small reduction in the net interest payable.

Another advantage is an increase in the bank balance at Instalment (3) stage which would ease the position of a possible overdraft situation.

The situation at the end of January 1998 would still be as shown and a temporary overdraft facility will, in my view, be necessary.

- (2) Continuing under Option A, attention must be paid to the 1999/2000 position. At 31st March 1999 my forecast is that the bank balance will be approx £13,000. Ignoring unusual items in PC income & expenditure, the normal income between April and September is £22,500 and the expenditure approx £11,000 - a net surplus of approx £10,500.

These figures include the first half VH loan repayment and allow for a precept of £17,500 for the full year. This means that the forecast balance at the end of September 1999 will be £23-24,000.

I estimate that the normal financial pattern for the second half of the year will be a deficit of income over expenditure of approx £13,000 which allows for the Surgery loan payment and the second VH payment. The balance at the end of March 2000 would therefore be approx £10-11,000 (a reduction of approx £2,500 as compared to March 1999 which is in accordance with the draft budget).

I therefore recommend that, if Option A is followed, serious consideration must be given EITHER to an increase in the precept in 1998/99 thereby eliminating the deficit and preparing for the expenditure AND/OR a similar increase in the precept in the following year. The reason for this is because there must always be sufficient funds in hand at the end of year to ensure that the Surgery loan repayment can be made the following October. On the figures quoted above and assuming expenditure does not rise, the projected balance as at 30 September 2000 would be approx £20-21,000, all of which would be required to meet the Surgery loan repayment.

I would now wish to comment on Option B.

- (1) First of all, the Parish finances for the current year will not be affected at all and there will be approx £67-68,000 in hand at 31 March 1998.
- (2) I have looked at the various possibilities with regard to the PWLB loan ranging from taking a loan of £80,000 at one end to no loan at all at the other end of the scale. Schedule B shows the position if a loan of the full £80,000 is taken. This is based on taking the grants and the loan by instalments as the building progresses. It would, as in the case of Option A, be possible to utilise the SCC & TDC grants towards the first and second stages, leaving the Parish Council to finance the residue which it could do. The loan could then be taken either in part or in full at Stage (3) and the advantages of doing that are much the same as for Option A namely:-

- (1) a later starting date for loan repayment;
 - (2) an improvement in the bank balance so that the possible overdraft situation at October-December 1998 would probably be eliminated;
 - (3) there would be an overall increase in the loan interest payable but this would be off-set to some extent because of the larger amount in the bank balance and consequently the deposit interest earned.
 - (4) the year end balance would be the same and there would be a more than sufficient balance to fund the next year.
- (3) If no loan is taken, the total PC contribution is £78,540 which means that by the end of March 1999, the balance would only be approx £10,000 (£70,236.51 - £80,000)

The increase in the balance by Sept would be greater than for Option A by the amount of the VH loan (£5,000) so the balance would increase by approx £16,000 to £26,000. In the second half of the year the decrease would only be approx £8,500 (for the same reason) reducing the balance to approx £17,500. This would be an increase over March 1999 of approx £7500 which, again, accords with the note to the Draft Budget.

If the same position is projected for the following (2000-2001), then a further £16000+ would accrue which would give a balance which was more than sufficient to meet the Surgery loan in October 2000.

One further advantage of Option B from a purely financial point of view is that there is time in which to review the actual figures to ensure that they conform to the forecast figures and to take remedial action if they do not or if some unexpected factor arises.

GENERALLY:

There is one factor which I have deliberately ignored in making these comments and that is the fact that certain amounts have already been paid out for professional and other fees. These form part of the total cost figures on which both Schedules A and B are based. I feel they should be ignored and looked upon as a contingency sum for unexpected and unforecast item which I am quite sure will arise. The amounts paid to date in respect of the VHall are :-

Architect	2450		
	2135		
	5240	9825	
QS	500		
	350		
	550	1400	
Building Regs		394	11,619.

There is also one further factor which again improves the overall situation shown in both Schedules and that is the ~~the~~ VHMC are to

donate £5,000. This amount has not been included in the figures and is therefore a further amount which could be regarded as a contingency sum.

I appreciate that if these amounts were not used up by contingencies, the bank balance figures which I have quoted could be increased accordingly and, consequently, the position under Option A could be improved and, consequently, my recommendation about increasing the precept might exclude an increase in 1998/9 but still include a possible increase for 1999/2000. It might also mean that an overdraft facility might not have to be used.

A further possible short term saving can be effected by arranging the FWLB loan over a 10 year period repayable by the ANNUITY method which means that half-yearly instalments are a constant amount of £4,245.58. This would reduce the first year's repayments by £1,676.97 and the second year's by £1,249.47. In the long term, the total interest payable under the annuity system is 2,467.69 more than by the equal repayment system shown on Page 6

John Sandiford
Clerk & Financial Officer

August 22, 1997

TATSFIELD PARISH COUNCIL

BUDGET COMPARISON FOR 1997/98

EXPENDITURE:-	BUDGET 1997/98		BUDGET 1998/99	
Loan Repayment (surgery) (Village Hall)	24940		23653	10170
Administration:				
Cleaning	240		250	
Rates	600		600	
Insurance	775		775	
Audit	250		250	
Telephone	350		350	
General Expenses	1200		2000	
Clerk's Salary	2750		3000	
Training	50	6215	50	7275
Capital Expenditure		0		0
Maintenance - Property	1000		1000	
- Land	500	1500	900	1900
Subscriptions, Donations & Other Village Purposes		2838		3500
TOTAL		35493		46498
INCOME:-				
Surgery/Parish Room Rent	25550		25550	
Bank Interest	1000	26550	1000	26550
Precept		17500		17500
TOTAL		44050		44050
SURPLUS/DEFICIT		8557		-2448

NOTE: The Village Hall loan repayment would definitely be payable under Option A. It would probably not be payable during 1998/99 under Option B. This would mean that there would be a surplus of £7,772 instead of a deficit of £2,448.

6.

TABLE SHOWING REPAYMENTS OF CAPITAL AND INTEREST
ON LOAN OF £60,000 REPAYABLE OVER 20 YEARS
BY EQUAL HALF-YEARLY INSTALMENTS TOGETHER WITH INTEREST
@ 7.125% PER ANNUM.

Date	Capital Outstanding	Half Yearly Cap Repymt.	Half Yearly Interest	Total	Pyat No.
1/8/98	60,000.00	3,000.00	2,137.50	5,137.50	1
1/2/99	57,000.00	3,000.00	2,030.63	5,030.63	2
1/8/99	54,000.00	3,000.00	1,923.75	4,923.75	3
1/2/00	51,000.00	3,000.00	1,816.88	4,816.88	4
1/8/00	48,000.00	3,000.00	1,710.00	4,710.00	5
1/2/01	45,000.00	3,000.00	1,603.13	4,603.13	6
1/8/01	42,000.00	3,000.00	1,496.25	4,496.25	7
1/2/02	39,000.00	3,000.00	1,389.38	4,389.38	8
1/8/02	36,000.00	3,000.00	1,282.50	4,282.50	9
1/2/03	33,000.00	3,000.00	1,175.63	4,175.63	10
1/8/03	30,000.00	3,000.00	1,068.75	4,068.75	11
1/2/04	27,000.00	3,000.00	961.88	3,961.88	12
1/8/04	24,000.00	3,000.00	855.00	3,855.00	13
1/2/05	21,000.00	3,000.00	748.13	3,748.13	14
1/8/05	18,000.00	3,000.00	641.25	3,641.25	15
1/2/06	15,000.00	3,000.00	534.38	3,534.38	16
1/8/06	12,000.00	3,000.00	427.50	3,427.50	17
1/2/07	9,000.00	3,000.00	320.63	3,320.63	18
1/8/07	6,000.00	3,000.00	213.75	3,213.75	19
1/2/08	3,000.00	3,000.00	106.88	3,106.88	20

TATSFIELD PARISH COUNCIL

TABLE SHOWING OUTSTANDING PAYMENTS ON SURGERY LOAN
OF £123,933.59 REPAYABLE BY EQUAL ANNUAL INSTALMENTS
WITH INTEREST AT 9% PER ANNUM.

Date	Capital Outstanding	Annual Cap Repayment	Annual Interest	Total	Payments Outstanding.
31/10/97	123,933.59	13,781.87	11,154.02	24,935.89	8
31/10/98	110,151.72	13,781.87	9,913.66	23,695.53	7
31/10/99	96,369.85	13,781.87	8,673.29	22,455.16	6
31/10/00	82,587.98	13,781.87	7,432.92	21,214.79	5
31/10/01	68,806.11	13,781.87	6,192.55	19,974.42	4
31/10/02	55,024.24	13,781.87	4,952.18	18,734.05	3
31/10/03	41,242.37	13,781.87	3,711.81	17,493.68	2
31/10/04	27,460.50	13,781.87	2,471.45	16,253.32	1
31/10/05	13,678.63	13,678.63	1,231.08	14,909.71	0

TATSFIELD PARISH COUNCIL

CALCULATION OF INSTALMENTS ETC

	Grant** Only 80%	Loan & Grant Pyst	Loan**	Parish C Contrib	PC**	Bldg Cont Payments
OPTION A						
Building Cost	168,090.00	31,937.00	31,937.00	7,984.00	7,984.00	39,921.00
Less 5%		19,763.00	31,937.00	7,984.00	20,158.00	39,921.00
Retention	8,404.00		31,937.00	7,984.00		39,921.00
			15,888.00	24,033.00	19,843.00	39,921.00
	159,686.00	51,700.00	111,699.00	60,000.00	47,985.00	159,684.00

Add retention				8,404.00		8,404.00
Less VHMC cont				5,000.00		
				51,389.00		168,088.00

	Grant** Only 80%	Loan & Grant Pyst	Loan**	Parish C Contrib	PC**	Bldg Cont Payments
OPTION B						
Building Cost	260,000.00	32,932.00	32,932.80	8,233.20	8,234.00	41,166.00
Less 5%		18,767.00	32,932.80	8,233.20	22,399.00	41,166.00
Retention	13,000.00		32,932.80	8,233.20	41,166.00	41,166.00
			32,932.80	8,233.20	41,166.00	41,166.00
			32,932.80	8,233.20	41,166.00	41,166.00
			32,932.80	8,233.20	41,166.00	41,166.00
	247,000.00	51,699.00	197,596.80	49,399.20	195,297.00	246,996.00

less Lottery					125,000.00	
Add retention	13,000.00			13,000.00	13,000.00	13,000.00
Less VHMC cont				5,000.00	5,000.00	
Balance			39,103.20			
	260,000.00		236,700.00	57,399.20	78,297.00	259,996.00

Less balance of grant/loan				39,103.20		
				18,296.00		
Add Planning				240.00		
				18,536.00		

TATSFIELD PARISH COUNCIL
VILLAGE HALL FINANCING

A.1
SCHEDULE A

This Schedule shows the estimated financial cashflow following OPTION A and is based on the following assumptions:

- 1 THAT The total cost figures are as shown above;
- 2 THAT Work will commence on or about 1st October 1997 and will be completed in 4 months;
- 3 THAT a loan of £60,000 will be obtained repayable by 20 equal half yearly payments together with interest at 7.125% and a copy of the repayment table is attached showing repayment commencing on 1st August 1998;
- 4 THAT payments will be made to to the Contractor at the end of the 1st, 2nd, 3rd & 4th months of the contract with a final retention payment being made at the end of 6months from completion ie 1/8/98.
- 5 THAT the grant & loan monies will be received by instalments which are equivalent to 80% of the amounts payable to the Contractor.
- 6 THAT the Budget figures for 1998/99 are as shown on Schedule C and, in particular, that the precept for that year will not be less than £17,500.

For the purpose of these figures and in order to simplify calculations, I have lumped all professional fees etc together with the pure building costs. This means that the stage payments include a proportion of professional fees. In fact, professional fees will not be payable at the same time as the building stage payments and this will improve the balance figures rather than make them worse.

SCHEDULE A

TATSFIELD PARISH COUNCIL		PROJECTED CASH-FLOW FOR 1998-99		
Month	Details	Receipts	Payments	Balance
1997				
Aug	1 Bank Balances			69,510.00
Aug	Rent BH Drs	1,043.22		70,553.22
	Rent W Drs	3,129.00		73,682.22
	Bridge Club	90.00		73,772.22
	Salary		240.00	73,532.22
	Cleaning		20.00	73,512.22
	Rates		52.00	73,460.22
	Audit		250.00	73,210.22
	Surrey CC (L/Mtce)		800.00	72,410.22
				72,410.22
Sep	Rates		52.00	72,358.22
	Salary		240.00	72,118.22
	Cleaner		20.00	72,098.22
	BH Drs rent	1,043.22		73,141.44
	Bridge Club	75.00		73,216.44
	Telephone		50.00	73,166.44
	P/Constable Telepne		22.00	73,144.44
	GVSC		20.00	73,124.44
	SESCare Assoc		50.00	73,074.44
	St Mary's Graveyard		100.00	72,974.44
	Gen Expenses		150.00	72,824.44
	Deposit Interest	600.00		73,424.44
OCTOBER	Rent - Westerham	3,129.00		76,553.44
	Rent - Biggin Hill	1,043.22		77,596.66
	Precept - 2nd instalat	8,250.00		85,846.66
	Rates		52.00	85,794.66
	Salary etc		240.00	85,554.66
	Cleaning		20.00	85,534.66
	Loan Interest	11,154.00		85,534.66
	Capital	13,781.00	24,945.00	60,589.66
	Gen Expenses		50.00	60,539.66
	P/Room (Bridge Club)	75.00		60,614.66
	Maintenance		50.00	60,564.66
				60,564.66
	BUILDER (1)		39,921.00	20,643.66
	GRANT (1)	31,937.00		52,580.66
	VAT (1)		6,986.17	45,594.49
				45,594.49
NOVEMBER	Rent - Biggin Hill	1,043.22		46,637.71
	Rates		52.00	46,585.71
	Salary etc		240.00	46,345.71
	Cleaning		20.00	46,325.71
	CPRE Sub		18.00	46,307.71
	Gen Expenses		50.00	46,257.71
				46,257.71
	BUILDER (2)		39,921.00	6,336.71
	GRANT (2)	31,937.00		38,273.71
	VAT (2)		6,986.17	31,287.54

DECEMBER	Rent - Biggin Hill	1,043.22		32,330.76
	Rates		60.00	32,270.76
	Salary etc		240.00	32,030.76
	Cleaning		20.00	32,010.76
	Telephone		50.00	31,960.76
	P/Constable Telephone		22.00	31,938.76
	Brooley Planning		22.00	31,916.76
	Boiler Maintenance		45.00	31,871.76
	Bank Interest??????	600.00		32,471.76
				32,471.76
	BUILDER (3)		39,921.00	(7,449.24)
	GRANT (3)	31,937.00		24,487.76
	VAT (3)		6,986.17	17,501.59
				17,501.59
	VAT REPAYMENT (1)	6,986.17		24,487.76
1998				24,487.76
JANUARY	Rent - Westerham	3,129.00		27,616.76
	Rent - Biggin Hill	1,043.22		28,659.98
	Rates		60.00	28,599.98
	Salary etc		240.00	28,359.98
	Cleaning		20.00	28,339.98
	P/Room (Bridge Club)	75.00		28,414.98
	Gen expenses		50.00	28,364.98
				28,364.98
	BUILDER (4)		39,921.00	(11,556.02)
	GRANT (4)	15,888.00		4,331.98
	VAT (4)		6,986.17	(2,654.19)
				(2,654.19)
	REPAYMENT VAT (2)	6,986.17		4,331.98
				4,331.98
FEBRUARY	Rent - Biggin Hill	1,043.22		5,375.20
	Salary etc		250.00	5,125.20
	Cleaning		20.00	5,105.20
	Goldsmith Easement	25.00		5,130.20
	NALC Info Sub		85.00	5,047.20
	ESMAC SUB - Nil			5,047.20
				5,047.20
	REPAYMENT VAT (3)	6,986.17		12,033.37
				12,033.37
				12,033.37
				12,033.37
MARCH	Rent - Biggin Hill	1,043.22		13,076.59
	Salary etc		250.00	12,826.59
	Cleaning		20.00	12,806.59
	Telephone		53.00	12,753.59
	SCAPTC sub		400.00	12,353.59
	P/Constable Telephone		22.00	12,331.59
	Bank Interest ???????	600.00		12,931.59
				12,931.59
	REPAYMENT VAT (4)	6,986.17		19,917.76
				19,917.76
				19,917.76
				19,917.76
	TOTALS	167,766.44	217,358.68	
	EXCESS OF Expenditure		49,592.24	

TATSFIELD PARISH COUNCIL SCHEDULE A (CONTINUED)

PROJECTED CASH-FLOW FOR 1998-99				
Month	Details	Receipts	Payments	Balance
1998				
APRIL	Balance on Current & Deposit Accounts			19,917.76
	Rent BH Drs	1,043.22		20,960.98
	Rent W Drs	3,129.00		24,089.98
	Bridge Club	90.00		24,179.98
	Salary		250.00	23,929.98
	Cleaning		21.00	23,908.98
	Rates		55.00	23,853.98
	St Mary's Graveyard ???		100.00	23,753.98
	Tatsfield Youth Club		200.00	23,553.98
				23,553.98
				23,553.98
MAY	Rates		55.00	23,498.98
	Salary		250.00	23,248.98
	Cleaner		21.00	23,227.98
	Insurance		775.00	22,452.98
	Oxsted Social		125.00	22,327.98
	NSY		100.00	22,227.98
	BH Dr	1,043.22		23,271.20
	Police Aerial	500.00		23,771.20
				23,771.20
	PRECEPT (1ST INSTAL)	8,750.00		32,521.20
				32,521.20
				32,521.20
JUNE	Rates		55.00	32,466.20
	Salary		250.00	32,216.20
	Cleaner		21.00	32,195.20
	BH Drs rent	1,043.22		33,238.42
	Telephone		60.00	33,178.42
	P/Constable Telephone		25.00	33,153.42
	Parish Magazine		500.00	32,653.42
				32,653.42
				32,653.42
JULY	Rates		55.00	32,598.42
	Salary		250.00	32,348.42
	Cleaner		21.00	32,327.42
	BH Drs rent	1,043.22		33,370.64
				33,370.64
	Oxsted CAB		130.00	33,240.64
	Deposit Interest	250.00		33,490.64
				33,490.64
	BUILDER - Retention		8,404.00	25,086.64
	VAT		1,470.70	23,615.94
				23,615.94
				23,615.94
AUGUST	Rent BH Drs	1,043.22		24,659.16
	Rent W Drs	3,129.00		27,788.16
	Bridge Club	90.00		27,878.16

	Salary	250.00	27,628.16
	Cleaning	21.00	27,607.16
	Rates	55.00	27,552.16
	Audit	275.00	27,277.16
	WHALL LOAN	5,137.50	22,139.66
			22,139.66
SEPT	Rates	55.00	22,084.66
	Salary	250.00	21,834.66
	Cleaner	21.00	21,813.66
	BH Drs rent	1,043.22	22,856.88
	Bridge Club	75.00	22,931.88
	Telephone	60.00	22,871.88
	P/Constable Telephone	25.00	22,846.88
	SVSC	15.00	22,831.88
	SESCare Assoc	50.00	22,781.88
	Youth Club	200.00	22,581.88
			22,581.88
	Deposit Interest??	250.00	22,831.88
			22,831.88
	VAT REPAID (Retentio	1,470.70	24,302.58
			24,302.58
			24,302.58
			24,302.58
OCTOBER	Rent - Westerham	3,129.00	27,431.58
	Rent - Biggin Hill	1,043.22	28,474.80
	Rates	52.00	28,422.80
	Salary etc	245.00	28,177.80
	Cleaning	20.00	28,157.80
	Loan Interest	11,154.02	17,003.78
	Capital	13,781.87	3,221.91
	P/Room (Bridge Club)	75.00	3,296.91
			3,296.91
	PRECEPT (2ND INSTAL)	8,750.00	12,046.91
			12,046.91
			12,046.91
			12,046.91
NOVEMBER	Rent - Biggin Hill	1,043.22	13,090.13
	Rates	52.00	13,038.13
	Salary etc	245.00	12,793.13
	Cleaning	20.00	12,773.13
	CPRE Sub	15.00	12,758.13
			12,758.13
			12,758.13
			12,758.13
DECEMBER	Rent - Biggin Hill	1,043.22	13,801.35
	Rates	52.00	13,749.35
	Salary etc	245.00	13,504.35
	Cleaning	20.00	13,484.35
	Telephone	55.00	13,429.35
	P/Constable Telepne	22.00	13,407.35
	Bromley Planning	22.00	13,407.35
			13,407.35
	Bank Interest??????	200.00	13,607.35

1999				13,607.35
JANUARY	Rent - Westerhaa	3,129.00		16,736.35
	Rent - Biggin Hill	1,043.22		17,779.57
	Rates		55.00	17,724.57
	Salary etc		250.00	17,474.57
	Cleaning		21.00	17,453.57
	P/Room (Bridge Club)	75.00		17,528.57
				17,528.57
				17,528.57
				17,528.57
				17,528.57
				17,528.57
FEBRUARY	Rent - Biggin Hill	1,043.22		18,571.79
	Salary etc		245.00	18,326.79
	Cleaning		20.00	18,306.79
	Goldsmith Easement	25.00		18,331.79
	NALC Info Sub		100.00	18,231.79
	ESMAC SUB			18,231.79
				18,231.79
	VHALL LOAN		5,050.63	13,201.16
				13,201.16
				13,201.16
MARCH	Rent - Biggin Hill	1,043.22		14,244.38
	Salary etc		245.00	13,999.38
	Cleaning		20.00	13,979.38
	Telephone		55.00	13,924.38
	P/Constable Telephone		22.00	13,902.38
	SCAPTC sub		400.00	13,524.38
				13,524.38
	Bank Interest ???????			13,524.38
				13,524.38
1999				
APRIL				

TATSFIELD PARISH COUNCIL
VILLAGE HALL FINANCING

SCHEDULE B

This Schedule shows the estimated cashflow following OPTION B and makes the following assumptions:-

- 1 THAT the total cost figures are as shown above;
- 2 THAT work will commence on or about 1st June 1998 and will be completed in 6 months;
- 3 THAT a loan of £60,000 will be obtained on exactly the same terms as those quoted in 3 above except that repayment will not commence until, say, 1st April 1999;
- 4 THAT payments will be made to to the Contractor at the end of the 1st, 2nd, 3rd, 4th, 5th & 6th months of the contract with a final retention payment being made at the end of 6 months from completion ie 1/10/99.
- 5 THAT the grant & loan monies will be received by instalments which are equivalent to 80% of the amounts payable to the Contractor (see note below).
- 6 THAT the maximum loan of £60,000 will be taken up.
- 7 THAT the Budget figures for 1998/99 are as shown on Schedule C and, in particular, that the precept for that year will not be less than £17,500.

NOTE: In normal circumstances Grant and Loan payments are made as the building work progresses and represent 80% of the value of the work carried out at that stage. In the case of Option B, I have followed this procedure (as I have with Option A) but because the grant/loan totals more than 80% of the total cost, it means that there is still a balance payable after building work has been completed. I have therefore shown this as a single lump sum payment in December 1998 because it seems to me to show a clearer picture. If the loan were reduced below £60,000 (say, to £30,000) the figures up to December 1998 would be the same but the balance payment would be reduced by that £30,000.

It is, of course, perfectly possible that payments under the grant/loan will be made at a higher percentage and this will then improve the finances accordingly during the difficult periods.

For the purpose of these figures and in order to simplify calculations, I have lumped all professional fees etc together with the pure building costs. This means that the stage payments include a proportion of professional fees. In fact, professional fees will not be payable at the same time as the building stage payments and this will improve the balance figures rather than make them worse.

B.2

SCHEDULE B1

TATSFIELD PARISH COUNCIL		PROJECTED CASH-FLOW FOR 1997-98		
Month	Details	Receipts	Payments	Balance
1997				
Aug	1 Bank Balances			69,510.00
Aug	Rent BH Drs	1,043.22		70,553.22
	Rent W Drs	3,129.00		73,682.22
	Bridge Club	90.00		73,772.22
	Salary		240.00	73,532.22
	Cleaning		20.00	73,512.22
	Rates		52.00	73,460.22
	Audit		250.00	73,210.22
	Surrey CC (L/Wtce)		800.00	72,410.22
				72,410.22
Sep	Rates		52.00	72,358.22
	Salary		240.00	72,118.22
	Cleaner		20.00	72,098.22
	BH Drs rent	1,043.22		73,141.44
	Bridge Club	75.00		73,216.44
	Telephone		50.00	73,166.44
	P/Constable Telepne		22.00	73,144.44
	SVSC		20.00	73,124.44
	SESCare Assoc		50.00	73,074.44
	St Mary's Graveyard		100.00	72,974.44
	Gen Expenses		150.00	72,824.44
	Deposit Interest	600.00		73,424.44
OCTOBER	Rent - Westerham	3,129.00		76,553.44
	Rent - Biggin Hill	1,043.22		77,596.66
	Precept - 2nd instalmt	8,250.00		85,846.66
	Rates		52.00	85,794.66
	Salary etc		240.00	85,554.66
	Cleaning		20.00	85,534.66
	Loan Interest	11,154.00		85,534.66
	Capital	13,781.00		85,534.66
	Gen Expenses		24,945.00	60,589.66
	P/Room (Bridge Club)	75.00		60,539.66
	Maintenance		50.00	60,614.66
				60,564.66
				60,564.66
NOVEMBER	Rent - Biggin Hill	1,043.22		61,607.88
	Rates		52.00	61,555.88
	Salary etc		240.00	61,315.88
	Cleaning		20.00	61,295.88
	CPRE Sub		18.00	61,277.88
	Gen Expenses		50.00	61,227.88
				61,227.88
				61,227.88
DECEMBER	Rent - Biggin Hill	1,043.22		62,271.10
	Rates		60.00	62,211.10
	Salary etc		240.00	61,971.10
	Cleaning		20.00	61,951.10
	Telephone		50.00	61,901.10
	P/Constable Telephone		22.00	61,879.10
	Bronley Planning		22.00	61,857.10
	Boiler Maintenance		45.00	61,812.10
	Bank Interest?????	600.00		62,412.10

1998				62,412.10
JANUARY	Rent - Westerhan	3,129.00		65,541.10
	Rent - Biggin Hill	1,043.22		66,584.32
	Rates		60.00	66,524.32
	Salary etc		240.00	66,284.32
	Cleaning		20.00	66,264.32
	P/Room (Bridge Club)	75.00		66,339.32
	Gen expenses		50.00	66,289.32
				66,289.32
				66,289.32
FEBRUARY	Rent - Biggin Hill	1,043.22		67,332.54
	Salary etc		250.00	67,082.54
	Cleaning		20.00	67,062.54
	Goldsmith Easement	25.00		67,087.54
	NALC Info Sub		83.00	67,004.54
	ESMAC SUB - Nil			67,004.54
				67,004.54
				67,004.54
MARCH	Rent - Biggin Hill	1,043.22		68,047.76
	Salary etc		250.00	67,797.76
	Cleaning		20.00	67,777.76
	Telephone		53.00	67,724.76
	SCAPIC sub		400.00	67,324.76
	P/Constable Telephone		22.00	67,302.76
	Bank Interest ???????	600.00		67,902.76
				67,902.76
	TOTALS	28,122.76	29,730.00	
	EXCESS OF Expenditure			1,607.24

TATSFIELD PARISH COUNCIL

SCHEDULE B2

Month 1998	Details	PROJECTED CASH-FLOW FOR 1998-99		
		Receipts	Payments	Balance
APRIL	Balance on Current & Deposit Accounts			67,902.76
	Rent BH Drs	1,043.22		68,945.98
	Rent W Drs	3,129.00		72,074.98
	Bridge Club	90.00		72,164.98
	Salary		250.00	71,914.98
	Cleaning		21.00	71,893.98
	Rates		55.00	71,838.98
	St Mary's Graveyard ???		100.00	71,738.98
	Tatsfield Youth Club		200.00	71,538.98
				71,538.98
MAY	Rates		55.00	71,483.98
	Salary		250.00	71,233.98
	Cleaner		21.00	71,212.98
	Insurance		775.00	70,437.98
	Oxsted Social		125.00	70,312.98
	NSY		100.00	70,212.98
	BH Dr	1,043.22		71,256.20
	Police Aerial	500.00		71,756.20
				71,756.20
	PRECEPT (1ST INSTAL)	8,750.00		80,506.20
				80,506.20
JUNE	Rates		55.00	80,451.20
	Salary		250.00	80,201.20
	Cleaner		21.00	80,180.20
	BH Drs rent	1,043.22		81,223.42
	Telephone		60.00	81,163.42
	P/Constable Telephone		25.00	81,138.42
	Parish Magazine		500.00	80,638.42
				80,638.42
JULY	Rates		55.00	80,583.42
	Salary		250.00	80,333.42
	Cleaner		21.00	80,312.42
	BH Drs rent	1,043.22		81,355.64
				81,355.64
	Oxsted CAB		130.00	81,225.64
	Deposit Interest	600.00		81,825.64
				81,825.64
	BUILDER (1)		41,166.00	40,659.64
	GRANTS (1)	39,932.80		80,592.44
	VAT (1)		7,204.05	73,388.39
				73,388.39
AUGUST	Rent BH Drs	1,043.22		74,431.61
	Rent W Drs	3,129.00		77,560.61
	Bridge Club	90.00		77,650.61
	Salary		250.00	77,400.61
	Cleaning		21.00	77,379.61
	Rates		55.00	77,324.61
	Audit		275.00	77,049.61
				77,049.61
	BUILDER (2)		41,166.00	35,883.61
	GRANTS (2)	39,932.80		75,816.41
	VAT (2)		7,204.05	68,612.36

SEPT	Rates		55.00	68,557.36
	Salary		250.00	68,307.36
	Cleaner		21.00	68,286.36
	BH Drs rent	1,043.22		69,329.58
	Bridge Club	75.00		69,404.58
	Telephone		60.00	69,344.58
	P/Constable Telephone		25.00	69,319.58
	SVSC		15.00	69,304.58
	SESCare Assoc		50.00	69,254.58
	Youth Club		200.00	69,054.58
	Deposit Interest??	400.00		69,054.58
				69,454.58
				69,454.58
	BUILDER (3)		41,166.00	28,288.58
	VAT (3)		7,204.05	21,084.53
	GRANTS (3)	32,932.80		54,017.33
				54,017.33
				54,017.33
				54,017.33
				54,017.33
				54,017.33
				54,017.33
OCTOBER	Rent - Westerhaa	3,129.00		57,146.33
	Rent - Biggin Hill	1,043.22		58,189.55
	Rates		55.00	58,134.55
	Salary etc		250.00	57,884.55
	Cleaning		21.00	57,863.55
	Loan Interest		11,154.02	46,709.53
	Capital		13,781.87	32,927.66
	P/Room (Bridge Club)	75.00		33,002.66
				33,002.66
	PRECEPT (2ND INSTAL)	8,750.00		41,752.66
				41,752.66
	BUILDER (4)		41,166.00	586.66
	VAT		7,204.05	(6,617.39)
	GRANTS (4)	32,932.80		26,315.41
	REPAYMENT VAT (1)	7,204.05		33,519.46
				33,519.46
				33,519.46
NOVEMBER	Rent - Biggin Hill	1,043.22		34,562.68
	Rates		55.00	34,507.68
	Salary etc		250.00	34,257.68
	Cleaning		21.00	34,236.68
	CPRE Sub		15.00	34,221.68
				34,221.68
	BUILDER (5)		41,166.00	(6,944.32)
	VAT (5)		7,204.05	(14,148.37)
	GRANTS (5)	32,932.80		18,784.43
	REPAYMENT VAT (2)	7,204.05		25,988.48

DECEMBER	Rent - Biggin Hill	1,043.22		27,031.70
	Rates		55.00	26,976.70
	Salary etc		250.00	26,726.70
	Cleaning		21.00	26,705.70
	Telephone		60.00	26,645.70
	P/Constable Telepne		25.00	26,620.70
	Brooley Planning		22.00	26,623.70
				26,623.70
	Bank Interest???????	200.00		26,823.70
				26,823.70
	BUILDER (6)		41,166.00	(14,342.30)
	VAT (6)		7,204.05	(21,546.35)
	GRANTS (6)	32,932.80		11,386.45
	REPAYMENT VAT (3)	7,204.05		18,590.50
				18,590.50
	BALANCE OF GRANT/LOA	39,103.20		57,693.70
				57,693.70
				57,693.70
1999				57,693.70
JANUARY	Rent - Westerham	3,129.00		60,822.70
	Rent - Biggin Hill	1,043.22		61,865.92
	Rates		55.00	61,810.92
	Salary etc		250.00	61,560.92
	Cleaning		21.00	61,539.92
	P/Room (Bridge Club)	75.00		61,614.92
				61,614.92
	Rpyant VAT (4)	7,204.05		68,818.97
				68,818.97
				68,818.97
				68,818.97
FEBRUARY	Rent - Biggin Hill	1,043.22		69,862.19
	Salary etc		250.00	69,612.19
	Cleaning		21.00	69,591.19
	Goldsmith Easement	25.00		69,616.19
	NALC Info Sub		100.00	69,516.19
	ESMAC SUB			69,516.19
				69,516.19
	RPYHNT VAT (5)	7,204.05		76,720.24
				76,720.24
				76,720.24
MARCH	Rent - Biggin Hill	1,043.22		77,763.46
	Salary etc		250.00	77,513.46
	Cleaning		21.00	77,492.46
	Telephone		60.00	77,432.46
	P/Constable Telephone		25.00	77,407.46
	SCAPTC sub		400.00	77,032.46
				77,032.46
	Bank Interest ????????			77,032.46
				77,032.46
	REPYNT VAT (6)	7,204.05		84,236.51

NOTE: The repayments of PMLB loan for Vhall will be payable in
 April 1999 amounting to 5,137.50
 October 1999 amounting to 5,030.63
 October 1999 (Surgery loan) amounts to 22,455.16

Total 32,623.29

TATSFIELD PARISH COUNCIL

SCHEDULE 82

Month 1998	Details	PROJECTED CASH-FLOW FOR 1998-99		
		Receipts	Payments	Balance
APRIL	Balance on Current & Deposit Accounts			67,902.76
	Rent BH Drs	1,043.22		68,945.98
	Rent W Drs	3,129.00		72,074.98
	Brdge Club	90.00		72,164.98
	Salary		250.00	71,914.98
	Cleaning		21.00	71,893.98
	Rates		55.00	71,838.98
	St Mary's Graveyard ???		100.00	71,738.98
	Tatsfield Youth Club		200.00	71,538.98
MAY	Rates		55.00	71,483.98
	Salary		250.00	71,233.98
	Cleaner		21.00	71,212.98
	Insurance		775.00	70,437.98
	Oxtd Social		125.00	70,312.98
	WSY		100.00	70,212.98
	BH Dr	1,043.22		71,256.20
	Police Aerial	500.00		71,756.20
	PRECEPT (1ST INSTAL)	8,750.00		80,506.20
				80,506.20
JUNE	Rates		55.00	80,451.20
	Salary		250.00	80,201.20
	Cleaner		21.00	80,180.20
	BH Drs rent	1,043.22		81,223.42
	Telephone		60.00	81,163.42
	P/Constable Telephone		25.00	81,138.42
	Parish Magazine		500.00	80,638.42
				80,638.42
JULY	Rates		55.00	80,583.42
	Salary		250.00	80,333.42
	Cleaner		21.00	80,312.42
	BH Drs rent	1,043.22		81,355.64
				81,355.64
	Oxtd CAB		130.00	81,225.64
	Deposit Interest	600.00		81,825.64
				81,825.64
	BUILDER (1)		41,166.00	40,659.64
	GRANTS (1)	32,932.80		73,592.44
	VAT (1)		7,204.05	66,388.39
				66,388.39
AUGUST	Rent BH Drs	1,043.22		67,431.61
	Rent W Drs	3,129.00		70,560.61
	Brdge Club	90.00		70,650.61
	Salary		250.00	70,400.61
	Cleaning		21.00	70,379.61
	Rates		55.00	70,324.61
	Audit		275.00	70,049.61
				70,049.61
	BUILDER (2)		41,166.00	28,883.61
	GRANTS (2)	32,932.80		61,816.41
	VAT (2)		7,204.05	54,612.36

PT	Rates	55.00	54,557.36
	Salary	250.00	54,307.36
	Cleaner	21.00	54,286.36
	BH Drs rent	1,043.22	55,329.58
	Bridge Club	75.00	55,404.58
	Telephone	60.00	55,344.58
	P/Constable Telephone	25.00	55,319.58
	SVSC	15.00	55,304.58
	SESCare Assoc	50.00	55,254.58
	Youth Club	200.00	55,054.58
	Deposit Interest??	400.00	55,054.58
			55,454.58
	BUILDER (3)	41,166.00	14,288.58
	VAT (3)	7,204.05	7,084.53
	GRANTS (3)	32,932.80	40,017.33
			40,017.33
			40,017.33
			40,017.33
			40,017.33
			40,017.33
			40,017.33
OCTOBER	Rent - Westerham	3,129.00	43,146.33
	Rent - Biggin Hill	1,043.22	44,189.55
	Rates	55.00	44,134.55
	Salary etc	250.00	43,884.55
	Cleaning	21.00	43,863.55
	Loan Interest	11,154.02	32,709.53
	Capital	13,781.87	18,927.66
	P/Room (Bridge Club)	75.00	19,002.66
			19,002.66
	PRECEPT (2ND INSTAL)	8,750.00	27,752.66
			27,752.66
	BUILDER (4)	41,166.00	(13,413.34)
	VAT	7,204.05	(20,617.39)
	GRANTS (4)	32,932.80	12,315.41
	REPAYMENT VAT (1)	7,204.05	19,519.46
			19,519.46
			19,519.46
NOVEMBER	Rent - Biggin Hill	1,043.22	20,562.68
	Rates	55.00	20,507.68
	Salary etc	250.00	20,257.68
	Cleaning	21.00	20,236.68
	CPRE Sub	15.00	20,221.68
			20,221.68
	BUILDER (5)	41,166.00	(20,944.32)
	VAT (5)	7,204.05	(28,148.37)
	GRANTS (5)	32,932.80	4,784.43
	REPAYMENT VAT (2)	7,204.05	11,988.48

DECEMBER	Rent - Biggin Hill	1,043.22		13,031.70
	Rates		55.00	12,976.70
	Salary etc		250.00	12,726.70
	Cleaning		21.00	12,705.70
	Telephone		60.00	12,645.70
	P/Constable Telepne		25.00	12,620.70
	Broeley Planning		22.00	12,625.70
				12,623.70
	Bank Interest???????	200.00		12,823.70
				12,823.70
	BUILDER (6)		41,166.00	(28,342.30)
	VAT (6)		7,204.05	(35,546.35)
	GRANTS (6)	32,932.80		(2,613.55)
	REPAYMENT VAT (3)	7,204.05		4,590.50
				4,590.50
	BALANCE OF GRANT/LOA	39,103.20		43,693.70
				43,693.70
				43,693.70
1999				43,693.70
JANUARY	Rent - Westerham	3,129.00		46,822.70
	Rent - Biggin Hill	1,043.22		47,865.92
	Rates		55.00	47,810.92
	Salary etc		250.00	47,560.92
	Cleaning		21.00	47,539.92
	P/Room (Bridge Club)	75.00		47,614.92
				47,614.92
	Rpyant VAT (4)	7,204.05		54,818.97
				54,818.97
				54,818.97
FEBRUARY	Rent - Biggin Hill	1,043.22		55,862.19
	Salary etc		250.00	55,612.19
	Cleaning		21.00	55,591.19
	Goldseith Easement	25.00		55,616.19
	MALC Info Sub		100.00	55,516.19
	ESMAC SUB			55,516.19
				55,516.19
	RPYHNT VAT (5)	7,204.05		62,720.24
				62,720.24
				62,720.24
MARCH	Rent - Biggin Hill	1,043.22		63,763.46
	Salary etc		250.00	63,513.46
	Cleaning		21.00	63,492.46
	Telephone		60.00	63,432.46
	P/Constable Telephone		25.00	63,407.46
	SCAPTC sub		400.00	63,032.46
				63,032.46
	Bank Interest ????????			63,032.46
				63,032.46
	REPYNT VAT (6)	7,204.05		70,236.51

NOTE: The repayments of PWB loan for VHall will be payable in
 April 1999 amounting to 5,137.50
 October 1999 amounting to 5,030.63
 October 1999 (Surgery loan) amounts to 22,455.16

Total 32,623.29

Minutes of a Meeting held on Monday 8 September 1997 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 Mrs Eileen Pearce

In attendance: Mr John Sandiford (Clerk), Mrs Tina Fry (TD Councillor) and 4 parishioners.

Apologies: Mr Harry Pettifor (SC Councillor), Mrs Margaret Boadella and Mr David Wood.

Death of Diana, Princess of Wales.

The Chairman reported that he had placed on the main public Notice Board an expression of the Parish Council's regret at the recent sad death of Diana, Princess of Wales. He also indicated that a formal expression of condolence had been sent by SCAPTC to the Prince of Wales on behalf of all Parish Councils in Surrey.

1 MINUTES

The Minutes of the meeting held on 22 August 1997 were approved subject to the correction of "Monday" to "Friday" in the heading and were signed as a correct record by the Chairman.

2 MATTERS ARISING:

(1) From the Minutes of the meeting held on 14 July:
a Shopping Week (2b): Bob David summarised the contents of a report which had been circulated to members.

b Remission of Business Rates (2b): Bob David reported that the new provisions would come into effect on 1 May 1998 and ~~had~~ had asked for submissions to be made as to the rateable value threshold and the definition of "rural areas". It was agreed that he should make recommendations to the next meeting on the submissions to be made.

(2) From the Minutes of the meeting held on 22 August:

a Electoral Boundary Changes: The Chairman reported that, after discussing this matter with Tina Fry, he had written to TDC expressing the Council's regret at the loss of Chelsham & Farleigh indicating that the Parish Council did not feel able to oppose the proposal.

3 PLANNING MATTERS

a Applications as at Appendix A: These were noted but there was no objection to be made to any of them. It was also noted that an appeal had been lodged in respect of 97/129 Hedgerows, Approach Road. It was agreed that written representations should be made in a form drafted by Ian Mitchell.

b Tandridge District Local Plan: Ian Mitchell reported that copies of the draft Local Plan were now available and there would be meeting of the informal group of councillors on 12 September to discuss it. A response had been sent to the Bromley District Plan which endorse the principle of continuing protection of MGB along the common boundary between Tatsfield and Bromley LB.

c Planning Councillor: Tony Erbes.

dy

4 FINANCE

a Payments: as at Appendix B were approved.

b Annual Accounts: The Clerk reported that the auditor's fee account had been received totalling £717.93 (including VAT £106.93). It appeared that the large increase over the previous year arose from the additional time spent by the Auditors in considering his representations arising from amendments required by the Auditors to the I & E Account. These representations had been accepted by the Auditors and the amendments therefore withdrawn. The Clerk, after consultation with the Chairman, had written the Auditors objecting to the increased fees. It was agreed that once the reply from the Auditors had been received, further consideration should be given to the matter but that, in the meantime, authority to pay the Auditors' fees (excluding additional work) of £246.00 + VAT should be given.

The Clerk also reported the Audit Commission had indicated that it proposed to appoint District Audit (the auditor for TDC with effect from 1 April 1997) to be the auditor for the Parish Council. The Audit Commission had indicated that this change would not mean any increase in fees as the same rates of fees would apply as previously. If the Parish Council had any objection, it must make such objection by 29 September with reasons. The Clerk was asked to investigate the situation.

5 HIGHWAYS & RIGHTS OF WAY

a Road Verge Erosion: Bob David reported that the white plastic piping used for posts was readily available from local DIY stores and there was therefore no need to obtain and keep a supply ready for use. It was agreed that Bob David and Tony Erbes would arrange for posts to be installed on Ricketts Hill Road where encroachment was occurring on the Tatsfield Green frontage. It was also agreed that consideration should be given to the acquisition and installation of tree trunks as a replacement for the white plastic posts in due course.

b Road Signs: Bob David reported that he had written Surrey Highways making suggestions about alterations/additions to road signs as previously agreed. He and David Wood would shortly meet Surrey Highways to discuss matters further.

c HGV Routes: Surrey Highways had apparently completed its review of HGV routes and it had indicated that if the Parish Council wished to make any representations on the subject, it would be necessary for a survey to be carried out by the Parish Council. It was agreed that this should be done and Tony Erbes volunteered to organise it. Information would be obtained from Surrey Highways of the exact requirements. It was suggested that observation points at The White House, Westmore Green and on the School crossroads would be sufficient to monitor all HGV traffic through the village.

c Wood View, Ninehams Road: The Clerk reported that he had written Martin Fry (SCC Rights of Way Officer) indicating that the Parish Council would share the cost of the partial felling of the trees. As yet, there had been no response and the matter would be followed up for the next meeting.

d FP618: It was noted that this footpath was overgrown and Ian Mitchell agreed to speak to the owners of the land.

e Gorsey Down Farm: Bob David confirmed that he would be taking up the question of access from Paynesfield Road with Mr Harrison who was now back in residence.

6 COUNCIL AIMS & OBJECTIVES

a Future of L-shaped Field: The Clerk confirmed that he had written to Bob Evans to arrange a meeting to discuss this matter. He had hoped that he would have received some suggested dates by now but expected to do so in the next few days when all councillors would be contacted. It was agreed that councillors would meet 30 mins prior to the meeting time in order to discuss the matter.

b Millennium Celebration: The Chairman had circulated a written report of the Millennium Committee meeting held on 30 July 1997 and there were no points arising.

7 NOTIFIED ITEMS

a Environmental Clearance Weekend: Bob David reported that the next weekend would be on 11/12 October when two skips would be located at The Square for the two days. On 11 October there would be one Refuse Collection Vehicle (RCV) stationed at the Lusted Hall Lane garages and one RCV at the junction of Ricketts Hill and Manor Road. Notices would be exhibited in local shops.

b Tatsfield History Project: Due to flooding, East Surrey Museum had been forced to close temporarily. The Tatsfield exhibition had fortunately not been damaged in any way and Eileen Pearce indicated that it was hoped that the Museum would be able to re-open on 12 September.

c Future of Oxted Hospital: Bob David reported that some 7500 signatures had been obtained throughout Tandridge district to a petition urging the DOH to retain Oxted Hospital and not to agree to the plans proposed by East Surrey Healthcare Trust. The matter was now before the relevant Minister for a decision.

d Community Grant for Saltbins: Bob David indicated that a majority of the residents of Johns Road had signed up to support the scheme and money was now being collected. He had impressed on the organisers that this must be done quickly as the grant could not be taken up until the money was to hand.

8 VILLAGE HALL

a Management Committee Report: Bob David reported that the Management Committee had agreed to reduce the amount of the hire charge to the Pre-School because its numbers had reduced as a result of the closure of the Hall. For the most part, bookings had returned. The Committee was hoping to raise additional funds in various ways in the coming months.

b VH Building Committee: It was noted that TDC would decide at its meeting on 18 September whether it would "roll over" the grant into the following financial year. SCC had already confirmed that its officers would be recommending "roll over" but this could not be endorsed by the full Council until February/March 1998 when no difficulty was expected. Tony Erbes pointed out that he had inspected the retaining wall to the basement and was of the opinion that this was fractured. For the time being he did not suggest any action as it could be dealt with when work proceeded on the alterations and extension.

9 PROPERTY AND LAND MAINTENANCE

a Ground Maintenance: Eileen Pearce reported that the grasscrete and hedge to the Hall carpark had been cut but as yet no account had been received for payment.

b Tree Survey: After some discussion, it was agreed that Jon Albutt should be asked to prepare detailed proposals for tree planting and replacement, so that action, where necessary, might commence in the 1988 planting season. Eileen Pearce also indicated that National Tree Week was coming in October and it might be possible to obtain some assistance with young trees.

c Tatsfield in Bloom: Bob David summarised the report which he had circulated. He pointed out that the net expenditure would amount to approx £500 which would be met in equal shares by the Parish Council and the Horticultural Society as against the budgetted expenditure of £1,000. The Society had agreed to sponsor the competition again next ^{year} to a maximum amount of £400 on the basis that the Parish Council would do likewise. This was agreed.

d Westmore Green: The Clerk reported that he had still not heard from Mr Pereira (The Old Bakery) as to planning consent or as to insurance cover. Bob David promised to speak to Mr Pereira.

e Parish Land: The Clerk reported that he had now heard from Mr Pitt with evidence that Plots 394 & 395 Kemsley Rd were owned by his uncle Mr Bryan Gibbs. He had written accepting the claim and had indicated that the marker post would be removed. Tony Erbes promised to deal with this.

Bob David reported that a fairly large part of a tree had fallen across Manor Road. As this tree had been growing on land claimed by the Parish Council, he had arranged for its immediate removal by Graham Lake. Graham Lake had also inspected the remainder of the tree and had confirmed that he did not consider it to be a danger. The estimated cost was £85 and this was agreed.

10 REPORTS

a County Councillor: No Report.

b District Councillor: Tina Fry reported on the following matters:-

(1) Chelsham & Farleigh were very unhappy at the proposed electoral boundary changes and would be objecting strongly.

(2) The recent Planning Committee meeting had had to be adjourned very early because a member of the public who was in the act of speaking to the Committee had suffered a fatal heart attack.

(3) It seemed likely that a Youth Organiser and an assistant would be appointed shortly.

(4) She had signed the Book of Remembrance for Diana Princess of Wales at Kensington Palace and had made reference to Tatsfield.

c Parish Constable: No report.

d SCAPTC GM: 25 Jul - report circulated.

e Tandridge Agenda 21 Forum: 15 July - report circulated.

11 MEETINGS TO ATTEND:

a Tandridge CPRE AGM: 19 Sep at Whyte Hart Barn Godstone - 7.30 pm Eileen Pearce to attend.

b SCAPTC AGM: 27 Sep at Mole Valley THall at 2.30 pm - Denis Hayes, Bob David, Ian Mitchell and Eileen Pearce.

c Surrey Rail Forum: 14 Oct at 10.00 am at County Hall - Denis Hayes.

d E Surrey Parishes LG: 16 Sep at Centenary Hall, Smallfield at 7.30 pm - Denis Hayes.

e SVSC Rural Forum: 30 Sep at Fetcham VHall at 5.30 pm - Denis Hayes.

97/057

f SVSC AGM: 23 Oct at Dendies Wine Estates, Dorking at 11-11.30 am
- Denis Hayes.

g Future of Surrey's Landscape & Woodlands Conference: 17 Oct all
day - £10 per delegate - Eileen Pearce and Ian Mitchell to attend.

h PCPG Meeting: 18 Sep at 7.45 pm at WI Hall.

12 CORRESPONDENCE:

a Croydon International 2 day Festival of Walking: The Chairman's
action in agreeing to this walk being routed through the Village
and to a checkpoint being established on Westmore Green on 14
September was endorsed.

b Rubbish Dumping: The Clerk summarised a letter from Colin Davis
with regard to rubbish dumping in Maesmaur Road. It was agreed
that no action would be taken as no other complaints had been
received but that the position would be carefully monitored.

13 ANY OTHER BUSINESS:

a Ian Mitchell indicated that there was a possibility that
Neighbourhood Watch would be asking permission for more signs to
be put up.

b Eileen Pearce indicated she was of the opinion that aircraft
noise had increased noticeably over the last 12 months or so. Ian
Mitchell asked that as much detailed as possible should be noted
down and passed to him.

c Tony Erbes indicated that the Youth Club would re-open on 1
October and that there was a dinner at The Old Bakery on 20
September at 7.30 pm to raise funds for the Club.

d Suggestions had been made that planning applications should be
listed in the Parish Magazine. It was agreed that this was not
practicable but attention should be drawn to the fact that details
of applications were available in the Post Office and on the main
Notice Board.

The meeting closed at 10.52 pm.

D Hayes
13 Oct 1997

PLANNING LIST

9th September 1997

**97\058
Appendix A**

RESULTS

Granted: 97/363 MSA (South) Clacket Lane.
97/416 Elm Mead, Ricketts Hill Road.
97/454 Park Farmhouse, Rag Hill Road.
97/479 6 Westmore Road
97/539 Wood View, Ninehams Road

Refused: 97/244 The Old Post, 33 Paynesfield Rd.
97/497 2 Sunny Bank, Old Lane.

Withdrawn: 97/724 Christmas House, Westmore Road.

Appeals: 96/469 High Trees, Old Lane - **REFUSED**
97/129 Hedgerows, Approach Rd

Enforcement:

CURRENT

97/591 Heath House, Ricketts Hill Rd
Erection of S/S extensions on both sides to form new utility room & new hall & stairway.

97/841 Grove Cottage, Grove Rd
Conversion of Garage to Kitchen and erection of new detached garage.

NOTE:

97/363 MSA(North), Clacket Lane.
DOE has decided not to call this application in and TDC can now proceed to determine the application.

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

PATSFIELD PARISH COUNCIL

9th September 1997

97/059
Appendix B

EXPENDITURE TO BE AUTHORISED:-

PAYEE	DETAILS	VAT	TOTAL
J Sandiford	Clerk's Salary (Jul & Aug)		458.32
	Telephone		10.00
	Postage	4.66	
	Photocopying	27.14	
	Stationery	2.80	
	Travel	5.00	39.60
			507.92

Mrs G Miles	Cleaning (July)		20.00
PO Counters	Telephone	7.66	51.46
I Mitchell	Photocopying		3.10
D Hayes	Millennium P//Meeting refreshments		5.03
D Reeves & Co	Plumbing repairs to P//Room	4.92	33.04
Mary's Church	Churchyard Maintenance grant		100.00
David	Reimbursement of expenses:-		
	SEIB Photocopy	5.70	
	Marquee	75.00	
	Refreshmt	22.00	
	Brochure	20.00	122.70
	Shop Wk Photocopy	1.70	
	Banner	10.57	
	Posts	7.74	
	Pet Prize	30.00	
	Quiz	10.00	
	Flowers	4.20	64.21
	VHall Photocopy	2.95	
	Miscel Photocopy	2.70	
	Postage	8.83	
Binder Hamlyn	Audit Fees	43.05 106.03	201.39 717.99 289.05

TOTAL

~~1279.99~~
1639.99

RECEIPTS

Bhill Drs	Surgery rent (Aug)		1,043.22
W'ham Drs	Surgery rent (Jul-Sep)		3,129.00
Bhill Drs	Surgery rent (Sep)	***	1,043.22

*** Not included in balance as at 1.9.97

5,215.44

FUNDS AS AT 1.9.97

CURRENT A\C No.62665235 3,468.73
RESERVE A\C No.71570136 67,603.42

g

Minutes of a Meeting held on Monday 13 October 1997 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 Tina Fry (TD Councillor), Mr Harry Pettifor (SC Councillor) and 5 parishioners.

Apologies: Philip Clark (Parish Constable).

1 MINUTES

The Minutes of the meeting held on 8 September 1997 were approved and signed as a correct record subject to the following amendments:

- to Para. 2(1) b - the alteration of "TDC" to "DOE" in the 2nd line
- to Para 9c. - the inclusion of "year" after "next" in the sixth line.

2 MATTERS ARISING:

a **Business Rate Remission 2(1)b**: Bob David had circulated a report indicating that the Government proposed that relief should be mandatory for rateable values up to £5,000 and discretionary between £5,000-£10,000. This would cover all relevant businesses in Tatsfield as would the definition of "rural areas". It was therefore agreed that Bob David should write the DOE accordingly.

3 PLANNING MATTERS

a **Applications as at Appendix A**: As Tony Erbes was the owner/occupier of the adjoining property, he declared an interest in the following matter and he took no part in the discussion except to indicate his intention to lodge an objection to the application because of his concern about the bulk of the proposed addition.

97/977 - Hawthorndene, Ricketts Hill Road: It was agreed that enquiries would be made by Ian Mitchell to establish whether the proposed development breached the category rules and, if it did, then an objection would be lodged. If it did not breach the rules, then concern would be expressed as to the bulk of the intended addition.

97/841 - Grove Cottage, Grove Rd: This was merely an amendment requested by the Planning Authority and did not require further comment.

b **Tandridge District Local Plan**: Ian Mitchell had circulated a draft of the proposed response to all members and this was approved. Thanks were expressed to Ian Mitchell for the detailed work which he put in in preparing the response.

c **Natural Gas Odourisation**: The Clerk read a letter from TDC indicating that BG Transco were applying to change the process of odorant injection of natural gas by adding the odorant at the exit point from the network rather than at the on-shore terminals. It was agreed that the matter should be considered again when details were available.

d **Planning Councillor**: Ian Mitchell.

SH

4 FINANCE

a Annual Accounts: The Clerk reported that there had been no response from Binder Hamlyn to his letter of 2 Sept concerning the audit fees. The Chairman indicated that the matter had been discussed at the recent meeting of the E Surrey Parishes Liaison Group and it had been agreed that all parish councils which were concerned about the level of fees should request SCAPTC to include the matter of audit fees on the agenda for its next meeting. It was agreed that this should be done.

b Tandridge Youth Bus: The Clerk summarised a letter from Councillor Simon Morrow requesting financial support for the Tandridge Youth Bus project. It was agreed that before considering such a request, further information should be obtained about the number of visits paid by the Bus to Tatsfield in the last year and the number of visits programmed for the future.

c E Surrey Transport Committee: It was agreed that the Parish Council should affiliate to this Committee and pay the subscription of £15.00 for the current year.

d Payments: as at Appendix B were approved.

5 HIGHWAYS & RIGHTS OF WAY

a Road Verge Erosion: Bob David indicated that TDC had indicated that there were approx 22 drainage gullies on Ricketts Hill Road but this large number was not immediately apparent. The matter was being checked.

b Road Signs & Other Problems:

(1) **Signage:** Bob David reported that David Wood and himself had met Elaine White of Surrey Highways on 2 October to discuss matters. It had been agreed that she would look into certain matters and a report would be given at the next meeting.

(2) **HGV Routes:** Bob David reported that Tony Erbes, Ian Mitchell and himself had met to discuss the proposed traffic census requirements and had also carried out a dry run at the School crossroads. It was clear that 3 checkpoints would be needed manned by 2 persons for 2 hour shifts throughout a period of 12 hours. A large number of people were therefore required and the Group would consider the matter and make suitable arrangements as soon as possible.

(3) **White Lane:** David Wood had circulated to members details of a proposal to make Whites Lane one way from the junction with Clarks Lane to Titsey Hill. After discussion, it was agreed that the proposal should be put forward to SCC Highways for consideration. The Clerk was requested to send details to SCC Highways and to the Police and SC Councillor Harry Pettifor.

c Wood View, Ninehams Road: The Clerk reported that his letter of 18 July not received by Martin Fry (SCC Rights of Way Officer). A copy of the letter had now sent and quotations would be obtained.

d Gorsey Down Farm: Bob David reported that no reply had been received as yet from Mr Harrison. The matter would be chased.

6 COUNCIL AIMS & OBJECTIVES

a Future of L-shaped Field & Furze Corner: The Clerk reported on the meeting with Bob Evans which took place on 9 October. He confirmed that notes of the meeting would be circulated to all members shortly. It was agreed that the views of SCC Highways were critical to the whole matter and the Clerk was requested to write to SCC Highways and arrange a similar meeting, if possible.

97

7 NOTIFIED ITEMS

a Environmental Clearance Weekend: Bob David reported that this appeared to have been very successful. A large amount of rubbish had been dumped beside the skips at The Square and this would be cleared by TDC in the next few days. A large quantity of garden refuse had been dumped and it was suggested that, on future occasions, prominent notices should be displayed indicating that garden rubbish was not to be dumped.

b Tatsfield History Project: Eileen Pearce indicated that the History Group was meeting on 20 October.

c Future of Oxted Hospital: Bob David reported that the Minister had decided in favour of the scheme proposed by the Health Trust and Health Authority. It was still possible for the decision to be reversed and it was therefore important for every resident to be encouraged to sign the petition which was available in the Post Office and Linda's.

d Community Grant for Saltbins: Johns Road had now collected about half of the required amount from its residents and as soon as it was all collected, it would be paid over to the Parish Council so that the matter could proceed.

e Community Transport: Bob David indicated that 100% grants were available for the purchase of a suitable vehicle and Steven Stiles, SCC Community Transport Officer would be willing to speak at a meeting. After discussion, the general opinion was that it was not possible to take on such a project at the present time and that to hold a meeting would only raise expectations.

8 VILLAGE HALL

a Management Committee Report: Bob David reported that the Management was continuing to give preferential terms to the Pre-School Group. A raffle was being raised with assistance from Titsey Rotary Club. All the proceeds would come to the Committee for the benefit of the Village Hall.

b VH Building Committee: The Clerk reported that the Architect and Quantity were of the view that negotiations should take place with Southern Builders over the contract price rather than embark on a new tender process. The Architect was arranging to meet Southern Builders as soon as possible. A Building Committee would take place immediately thereafter.

9 Property and Land Maintenance

a Ground Maintenance: Eileen Pearce reported that some general maintenance work had been carried out although no account had yet been submitted for payment. She promised to check on the situation with one or two areas which it was felt might need attention.

b Tree Survey: Eileen Pearce indicated that a meeting would take place with Jon Allbutt on the following day.

c Tatsfield in Bloom: Bob David reported that a cheque for £303.85 had been received from Tatsfield Horticultural Society which represented its half share of the net expenditure on this matter. A copy of the final statement had been circulated to all members.

d Westmore Green: It was noted that Mr Pereira (The Old Bakery) was clarifying the position as to planning consent ready for next year.

10 REPORTS

a County Councillor: Harry Pettifor mentioned the following matters:-

- (1) He had confirmed that the VHall grant would be rolled over

07

into next years

(2) District Engineer Will Ward had promised to give assistance with the proposed HGV census.

(3) He had investigated the general position with regard to the Approach Rd/Whites Lane crossroads and regretted that it seemed unlikely that any positive steps would be taken to improve road safety following the recent fatal accident.

(4) The planning application for development of MSA (North) had definitely been withdrawn.

(5) The height of parapets on motorway bridges in the area would be raised in response to requests from the Bridleways Association.

b District Councillors: Tina Fry indicated that she considered it important that financial support for the local Youth Club should continue and she hoped that any financial contribution to the Youth Bus which the Parish Council might be considering would not be at the expense of the Youth Club.

c Parish Constable: Ian Mitchell reported that the recent visit of the mobile Police Office had been reasonably successful. A further visit was scheduled for 27 October. A Neighbourhood Watch meeting would take place the following evening.

d Agenda 21 Transport Working Group: 9 Sept. = report circulated.

e SCAPTC AGM: 27 Sep = report circulated.

f E Surrey Parishes LGs 16 Sep = report circulated.

g TDC Parish Council & Residents Assoc Seminar: 9 Oct = Ian Mitchell that the discussion had centred round the proposed electoral ward boundary changes. Chesham & Farleigh were opposing the move to Warlingham East ward and it now appeared that the number of voters in each ward was not necessarily the prevailing factor.

h E Surrey Transport Committee: 10 Sept = report circulated.

i Millennium Committee: 11 September = report circulated.

11 MEETINGS TO ATTEND

a Surrey Rail Forum: 14 Oct at 10.00 am at County Hall - Denis Hayes to attend.

b SVSC AGM: 23 Oct at 11.00-11.30 Dendies Wine Estates, Dorking = Bob David and Tony Erbes to attend.

c SCC Countryside Strategy & Action Plan Annual Conference: Thurs 30 Oct: 10.00-4.30 Theffing School Leathershead - Eileen Pearce to attend - Cost of lunch £6.50: to be met by Parish Council.

d SCAPTC Gen Meeting: 22 Nov at 2.30 pm at Byfleet VHall - Denis Hayes to attend.

e Biggin Hill Consultative Committee: 23 October - Ian Mitchell to attend.

12 CORRESPONDENCE

a The Clerk summarised a letter from Mrs Joan Bryant concerning the postal numbering of her property and the adjoining property. It was agreed that the Clerk would suggest to Mrs Bryant that she contact TDC and/or the postal authorities.

b A copy of a letter from the Bridleways Association to Mr Goldsmith with regard to a possible permissive ride from Tatsfield Church to Chestnut Avenue had been received.

13 ANY OTHER BUSINESS

The following matters were mentioned:-

a It was agreed that a nomination would be made for a Police Community Safety award.

into next years

(2) District Engineer Will Ward had promised to give assistance with the proposed HGV census.

(3) He had investigated the general position with regard to the Approach Rd/Whites Lane crossroads and regretted that it seemed unlikely that any positive steps would be taken to improve road safety following the recent fatal accident.

(4) The planning application for development of MSA (North) had definitely been withdrawn.

(5) The height of parapets on motorway bridges in the area would be raised in response to requests from the Bridleways Association.

b District Councillors: Tina Fry indicated that she considered it important that financial support for the local Youth Club should continue and she hoped that any financial contribution to the Youth Bus which the Parish Council might be considering would not be at the expense of the Youth Club.

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b A copy of a letter from the Bridleways Association to Mr Goldsmith with regard to a possible permissive ride from Tatsfield Church to Chestnut Avenue had been received.

13 ANY OTHER BUSINESS

The following matters were mentioned:-

a It was agreed that a nomination would be made for a Police Community Safety award.

97/064

b The Tatsfield School prospectus had been placed in circulation.

c Ian Mitchell would check the Emergency List.

d An estimate would be obtained for the repair of the damaged notice board in Ricketts Hill Rd.

e Consideration would be given to an update of the Village Directory.

f The question of the change of route of EP570 in Ricketts Hill Rd. would be looked into by David Wood.

g Ian Mitchell indicated that there was likely to be a new planning application from Parkwood Golf Club.

h The stile near Tatsfield Church was overgrown.

The meeting closed at 10.45 pm.

Jilly
10.4.97

PLANNING LIST

13th October 1997

97\065
Appendix A

RESULTS

Granted: 97/363 MSA (South) Clacket Lane.
97/454 Park Farmhouse, Rag Hill Road.
97/497 2 Sunny Bank.
97/538 Spindlebury House, Paynesfield Rd.
97/591 Heath House, Ricketts Hill Road.
97/687 Franklin, Ricketts Hill Road.

Refused:

Withdrawn: 97/362 MSA (North), Clacket Lane.

Appeals: 97/129 Hedgerows, Approach Rd

Enforcement:

CURRENT

97/841 Grove Cottage, Grove Road - Amended application.
Conversion of existing garage to kitchen/breakfast room &
erection of detached garage.
97/977 Hawthorndene, Ricketts Hill Road.
Erection of 1st Floor extension to provide 2 Bedrooms &
Bathroom.

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 (Sep)		229.16
	Telephone		5.00
	Postage	3.06	
	Photocopying	11.60	
	Stationery	0.00	
	Travel	5.00	19.66
			253.82
Mrs G Miles	Cleaning (Sep)		20.00
Tatsfield VHall	VAT refund		28.42
I Mitchell	Photocopying & Publications		3.65
R G Miriam	Flagpole repairs		30.00
E David	Re-imburement of cost of plants purchased for Tatsfield in Bloom	18.37	123.37
Kent Domestic D Hayes	Boiler service at Surgery	-6.74	45.24
	Postages	1.04	
	Photocopying	7.55	
	Travelling to Mickleham to E Croydon to Smallfields 100 miles @ 26.6p	26.60	
	Refreshments for L-shaped Field meeting	3.64	36.83
NWS Bank PLC	Surgery Loan repayment due 31/10/97		
	Capital	13,781.87	
	Interest @ 9%	11,154.02	24,935.89
G A Lake	Land Maintenance	***	85.00
Air Marketing	Aerial Photographs	***	125.00
Lillies of Valley	Floral Tribute (R Payne)	***	30.00

Note: The payments marked *** have been made prior to the meeting.

TOTAL

25,719.22

RECEIPTS

BHill Drs	Surgery rent (Aug)	1,043.22	
BHill Drs	Surgery rent (Sep)	1,043.22	
W'ham Drs	Surgery Rent (Jul-Aug)	3,129.00	
BH Drs	Contribution to F/Ext service	198.45	
Horticultural Soc	One half cost	303.85	
BH Drs	Surgery rent (Oct)	1,043.22	6,760.96

FUNDS AS AT 1.10.97

CURRENT A\C No. 62665235

3,905.95

RESERVE A\C No. 71570136

67,603.42

Note: It will be necessary to transfer approx £25,000 from Reserve A/c to meet the above payments.

Minutes of a Meeting held on Monday 10 November 1997 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 Tina Fry (TD Councillor), Mr Harry Pettifor (SC Councillor), Philip Clark (Parish Constable) and 3 parishioners.

Apologies: None.

1 MINUTES

The Minutes of the meeting held on 13 October 1997 were approved and signed as a correct record subject to the insertion in the first line of Para 10a(5) of " question of the" after "The".

2 MATTERS ARISING:

a Tandrige Safety Partnership Award (13a): The Clerk confirmed that a nomination had been submitted.

b FP570 (13f): It was agreed that the unofficial diversion of this footpath appeared to have taken place over 15 years ago and consequently there was no point in pursuing the matter. *David Wood agreed to look into the matter.*

3 PLANNING MATTERS

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

97/864 Colegates, Edgar Road: No objection.

97/1028 Stable Cottage, Maesmaur Road: TDC had been informed that if it was satisfied that there was sufficient parking space, there was no objection.

97/1059 Spindlebury House, Paynesfield Road: It was noted that TDC had been advised that the circumstances of this retrospective application were understood but a suggestion had been made that a domestic use only condition be imposed.

97/1097 Top of the Down, Ricketts Hill Road: No objection.

97/306 Park Wood Golf Club: Ian Mitchell reported that the amended plan met some of the previous objections. He suggested that the previous points made with regard to drainage and access should be repeated and that TDC should be asked to impose conditions that there should be no public access from Rag Hill and that the use should be ancilliary to the Golf Course as a whole. It was agreed that Ian Mitchell would write accordingly.

90/923A Park Wood Golf Club: Margaret Boadella declared an interest in this matter as a past employee of the Club and now as the joint owner of a local competing business. She took no part in the discussion.

Ian Mitchell indicated that this was an application to vary the existing planning agreement so that the use of the clubhouse was not restricted to golf-related activities. He summarised the position and indicated that he considered that any objection would have to be based on the problems related to highway access and to noise. After discussion, the matter was put to the vote and it was agreed (by 5 votes in favour with 1 against, Margaret Boadella abstaining) that an objection should be lodged.

accordingly. It was also agreed that it should be pointed out that the need for additional restaurant accommodation was not established and that access was by means of a public bridleway.

b Surrey Structure Plan: It was agreed that this matter should be considered by Messrs Mitchell, Pearoe, Hayes and Wood and that a draft response would be put to the next meeting for approval.

c Natural Gas Odourisation: Ian Mitchell reported that he had considered the matter and he did not consider that it was necessary to lodge any objection or make any comment to TDC. This was agreed.

d Planning Councillor: David Wood. It appeared that the Planning Councillor had not always attended the District Councillor's Surgery and it was agreed that attendance was important and that members should arrange for a deputy if they were unable to attend.

4 FINANCE

a Annual Accounts: The Clerk reported that Binder Hamlyn had responded to his letter of 2 Sept concerning the audit fees. The original account for £611 had been withdrawn and a new account for £286 substituted. In the circumstances the account had been paid immediately and was included in Appendix B for formal approval.

The Clerk had requested SCAPTC to include the matter of audit fees on the agenda for its next meeting. He had also written to the Clerk at Godstone who was gathering information as Godstone Chairman intended to take the matter of fees up with the Audit Commission.

b Tandridge Youth Bus: The Clerk reported that he had not as yet received a reply to his request for further information as to the number of visits last year and the number scheduled for the coming year.

c Payments: as at Appendix B were approved.

d Budget 1998/99: The Clerk reported that a Finance Committee meeting had been arranged to consider this and recommendations would be put forward to the next meeting.

5 HIGHWAYS & RIGHTS OF WAY

a Road Verge Erosion: Bob David reported that, due to changes in staff at SCC Highways, a response was still awaited. The matter was in hand and he hoped to be able to report in full at the next meeting.

b Road Signs & Other Problems:

(1) **Signage:** Bob David reported that position was the same as with the previous item.

(2) **HGV Routes:** Ian Mitchell circulated the initial results of the survey held on 4 & 6 November. This had involved some 20 people over 2 12hr days and he expressed thanks and appreciation to all concerned. The results needed to be analysed carefully but it seemed that HGV traffic was not as high as had been anticipated. In addition, approx 50% of the HGV traffic was serving the village and not using the village as a rat run.

(3) **White Lane:** The Clerk reported that he had written to SCC Highways with copies to Police, SC Councillor Harry Pettifor and TDCouncillor Tina Fry. As yet, no reply had been received.

c Wood View, Ninehams Road: As nothing further had been heard from Martin Fry, the Clerk was asked to chase this matter up.

d Gorsey Down Farm: Due to the continued absence abroad of Mr Harrison, Bob David indicated that he had nothing to report.

dy

e Hillside Rd, Cudham Rd & The Avenue: After discussion, it was agreed that no action would be taken in this matter.

6 COUNCIL AIMS & OBJECTIVES

a Future of L-shaped Field & Furze Corner: The Clerk reported that he had circulated the agreed notes of the meeting with Bob Evans and also copies of the letter to SCC Highways.

7 NOTIFIED ITEMS

a Environmental Clearance Weekend: Bob David reported that TDC were originally under the impression that local residents had continued to dump rubbish after the skips were removed. He had made enquiries and established that this was not the case and that it was the contractor who had failed to clear all the rubbish in the first instance. TDC now accepted that this was the case.

b Tatsfield History Project: Eileen Pearce reported that the display at East Surrey Museum had been very successful in drawing a lot of interest and additional information. The Group hoped to get to grips with writing up their research material and had been offered help by Mary Saaler of the Museum and the Bourne Society. She and Ian Mitchell would be spending a day with Surrey Archeological Society when further assistance would be forthcoming. The Group would be meeting again on 15 December.

c Biggin Hill Fire Station: Ian Mitchell indicated that there was to be a public meeting on 17 November in Biggin Hill and he would attend as he felt it important to voice the concerns of the village including all the matters mentioned by Harry Pettifor, Tina Fry and Philip Clark. It was agreed that, after that meeting, he would write to SCC to voice the concern of the village and to enlist as much support as possible.

d Community Grant for Saltbins: Johns Road had now collected its 50% contribution to the cost of salt bins for the road. It was agreed that the Clerk should place an order for the required bins and that the invoice would then be paid. The Clerk would then apply for the appropriate grant from TDC.

f Winter Emergency List: Ian Mitchell agreed to update the list and members were asked to advise him of any changes of which they were aware.

g Parish Directory: After some discussion, it was suggested that updated sections of the Directory might be published from time to time in the Parish Magazine. Bob David agreed to look into the possibilities of doing this.

8 VILLAGE HALL

a Management Committee Report: The Chairman reported that the Committee had been advised that the Hall needed to be completely re-wired. The Public Entertainment certificate had only been issued as a result of a promise being made that this would be done in the next 12 months in conjunction with the alterations. The Hall had been successful in its application for a grant of £2,500 towards the cost of new equipment for the Hall.

b VH Building Committee: Ian Mitchell reported that the Building Committee had met on 7 November and had accepted the Architect's recommendation to negotiate an increase in the tender rather than to go out to tender again. The detailed application for the ACRE Lottery grant was now being prepared and would be submitted by early January 1998.

9 PROPERTY AND LAND MANAGEMENT

a Ground Maintenance: Eileen Pearce reported that information was

staff, being gathered as to costs and availability of persons able to undertake ground maintenance and/or small ad hoc repairs. Similarly, information was also being gathered about tree planting and maintenance. It was agreed that written proposals should be placed before members for consideration as soon as possible.

c **Tatfield in Bloom:** Bob David reported that the Third Place Certificate had been presented to the Council Chairman jointly with the Chairman of the Horticultural Society and was now on display in the Parish Room.

10 REPORTS.

a. **County Councillors:** Harry Pettifer mentioned the following matters:-

(1) Consideration was being given to the change of Biggin Hill Fire Station from a whole time (shift) station to a whole time (day evening) station. This meant that the station would not be manned at night and, in the event of a call-out, the crew (living within a 1 mile radius) would be called in. This would mean that the Home Office guidelines. He suggested that the matter should be the subject of representations as he felt the standard of service to the public would be reduced by this proposed change.

(2) He had obtained further assurances that "well-over" of the grant would be confirmed in due course.

(3) He had been told that the one-way scheme for Whites Lane was being given serious consideration.

(4) Having recently paid a visit to Tatfield School, he was surprised at the diversity of the buildings.

(5) He drew attention to the appointment of his new Chief Constable, Mr Ian Blair.

(6) He was continuing his efforts to have the height of the parapets raised on the M25 bridge at Cracket Lane and was pursuing the question of aircraft noise at Biggin Hill.

b. **District Councillors:** Tina Fox mentioned the following matters:-

(1) It was important to ensure that Tatfield's views over the proposed revision to the manning of Biggin Hill Fire Station should be made known. She pointed out that most of the crew lived in the valley and could find it difficult to reach the fire station quickly in bad weather. She also pointed out that call-outs to Biggin Hill did not show in the Biggin Hill figures.

(2) From enquiries she had made, it appeared that the responsibility for disposing of animals killed on the road rested with SCC but, by arrangement, IDC undertook this duty.

(3) There had been two burglaries at Corsay Down Farm recently (which had apparently not been reported to police) and these incidents brought about some reluctance on the owners' part to open up their property any further to walkers and/or horse riders.

(4) She was delighted that the Village Hall had been successful in its application for a grant of £2,500 for equipment.

c. **Parish Constable:** Philip Clark reported that there had been little crime recently which mainly comprised vandalism which was irritating rather than very serious. There had been no problem with fireworks locally although there had been problems in Biggin Hill. It was important that all incidents should be reported so that police had a full picture of the local situation. The mobile police office had been to the village the previous Saturday and would come again on 17 November. He drew attention to the fact

that less than 40% of calls answered by Biggin Hill Fire Station were to fires, the majority being calls to RT accidents.

d Surrey Rail Forum: Denis Hayes had circulated a report

e SVSC AGM: Bob David has placed a report in circulation.

f SCC Countryside Strategy & Action Plan Annual Conference: Ian Mitchell indicated that Ellen Pearce and himself had attended this conference which had been full of matters worthy of debate.

g Biggin Hill Consultative Committee: Ian Mitchell reported as follows:-

(1) Due to internal difficulties, there had been no response to recent complaints about over-flying.

(2) There had been an increase of 23% in turnover but profit was low.

(3) He had not supported the airport's request to oppose the application by City Airport for more flights.

h Tandridge Agenda 21 Transport Working Group: A written report had been circulated.

11 MEETINGS TO ATTEND

a SCAPTC Gen Meeting: 22 Nov at 2.30 pm at Byfleet VHall - Denis Hayes to attend.

b SCC New Surrey Structure Plan Meeting: 2 Dec at 7.45 pm at Soper Hall, Caterham - Ian Mitchell & Denis Hayes to attend.

c Surrey Tourism Forum: 10 Nov 9.30-4.30 at Brooklands Museum - £25.

d E Surrey Transport Committee: 12 Nov at 6.15 pm - Denis Hayes to attend

e Tandridge Crime Prevention Convention: 21 March 1998 - 9.30-4.30 - £3 per head - Tony Erbes and Denis Hayes to attend.

12 CORRESPONDENCE

a The Old Ship, Tatsfield: The clerk reported that he had been given notice that the application to transfer the licence to Mr & Mrs Boadella would be heard on 13 November.

13 ANY OTHER BUSINESS

a Parish Council Meetings: It was agreed that the April 1998 meeting would be brought forward a week to 6th April due to the Easter Bank Holiday and that the Annual Parish Meeting would be held on 6 May.

The meeting closed at 10.36 pm.

J. Hayes
P.1247

PLANNING LIST

10th November 1997
8th December 1997

97\072
Appendix A

RESULTS

Granted: 97/841 Grove Cottage, Grove Road.

Refused:

Withdrawn:

Appeals: 97/129 Hedgerows, Approach Rd

Enforcement:

CURRENT

- 90/922/A Park Wood Golf Club
Application to modify or discharge covenant in Planning Agreement so as to allow Clubhouse to be used for activities which are NOT "golf-related".
- 97/306 Park Wood Golf Club
Construction of 9 hole Practice Area (revised plans)
- 97/864 Colegates, Edgar Road
Removal of flat roofed garage front & replacement by brick faced front with pitched roof
- 97/975 Listed Building Consent for above
- 97/1028 Stable Cottage, Maesmaur Road.
Erection of 2 storey extension to replace existing garage (Detailed application in pursuance of outline)
- 97/1059 Spindlebury House, Paynesfield Road
Erection of Shed
- 97/1097 Top of the Down, Ricketts Hill Road
Erection of S/S rear conservatory.

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 |
- S

Minutes of a Meeting held on Monday 8 December 1997 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 Tina Fry (TD Councillor), Mr Harry Pettifor (SC Councillor) and 2 parishioners.

Apologies: None.

1 MINUTES

The Minutes of the meeting held on 14 November 1997 were approved and signed as a correct record subject to the following amendments:

Matters arising (2b): The deletion of the whole of the second line and replacement by the words "David Wood agreed to look into the matter."

District Councillor (10b(2)): The insertion of "attempted" after "two" in the first line.

2 MATTERS ARISING:

a Winter Emergency List (7f): Ian Mitchell confirmed that the List had been updated and copies circulated.

b FP570 (2b): David Wood indicated that he considered the diversion to be very small and not worth pursuing. It was agreed that the Clerk should notify Martin Fry (SCC Rights of Way Officer).

Biggin Hill Airport Consultative Committee (10g): Eileen Pearce indicated that she had had no reply to her personal complaints about overflying. She considered the telephone number provided for complaints was unsatisfactory because it was only an answering machine. Ian Mitchell indicated that all messages left on the answering machine were logged and it was important to leave messages giving as much detail as possible. He undertook to raise the matter at the next meeting. Harry Pettifor also reported that he had been assured that an in-depth investigation was taking place and that Eileen Pearce would receive a written reply within 2/3 days.

3 PLANNING MATTERS

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

97/1149 Green Bushes, Parkwood Road: No objection.

97/1077 The Croft, Westmore Green: It was agreed that an objection would be lodged based on (a) the unneighbourliness of the side dormers (b) the sensitive nature of the site (c) overcrowding of the site and (d) the development being out of character with the area.

97/1153 Park Wood Golf Club: No objection.

97/1168 St Mary's Church, Church Hill: It was agreed that no objection would be lodged but TDC would be asked to ensure that materials used should match as nearly as possible those in the Church.

97/129 Hedgerows, Approach Road: It was noted that this appeal

Sz

had been refused.

90/922/A Park Wood Golf Club: Ian Mitchell drew attention to the fact that the Woldingham Association had lodged an objection to the proposed amendment of the Planning Agreement because of the possibility of setting a precedent which would allow other Golf Clubs to follow suit.

97/244 The Old Post, 33 Westmore Road: It was noted that an appeal had been lodged but as no official notification had yet been received, the Clerk was asked to make enquiries.

b Surrey Structure Plan: Ian Mitchell had circulated a copy of the draft response which he had prepared. The terms of the response were agreed and Ian Mitchell undertook to make suitable amendments to cover the points discussed and then to submit it to Surrey CC.

c LBB Unitary Development Plan: Ian Mitchell indicated that a copy of the proposals for changing this Plan were in circulation. He particularly drew attention to the sections on (a) public footpaths (b) artificial sports pitches and lighting and (c) Biggin Hill Airport as a visitor attraction.

c Planning Councillor: Bob David.

4 FINANCE

a Budget: The Chairman indicated that a copy of the 1998/99 Budget as recommended by the Finance Committee had been circulated to all members prior to the meeting along with copies of the Minutes of the Finance Committee meetings which gave details of the matters taken into account. He indicated that if members wished to discuss the detailed figures contained in the Budget, it would be appropriate to do so in the absence of members of the public and the matter would be adjourned until the end of the agenda. The Clerk answered one or two points arising. It was then proposed that the Budget (a copy of which is attached) be approved and that the precept for 1998/99 be £18,500. This was carried unanimously.

b Tandridge Youth Bus: The Clerk reported that Councillor Morrow had not provided the information requested by the Parish Council but had asked that Jane Haines (Chairman T Youth Bus Committee) should be given an opportunity to speak at the January Council meeting with the object of gaining financial support from the Parish Council. After discussion, it was agreed that an informal group comprising Tony Erbes, Margaret Boadella, Ian Mitchell and Bob David would arrange to meet Jane Haines and then report back to the Parish Council.

c Payments: as at Appendix B were approved.

5 HIGHWAYS & RIGHTS OF WAY

a Road Verge Erosion: See next item.

b Road Signs & Other Problems:

(1) **Signage:** A copy of a letter from Simon Hall (SCC Highways) giving details of the works which would be carried out, had been circulated to all members. Bob David indicated that he felt that it was a very positive response and it seemed that attention was being given to nearly every point which had been raised. In particular, it was pleasing to note that Road Safety Audit was to be carried out in the near future.

(2) **HGV Routes:** Ian Mitchell reported that further consideration had now been given to the survey held in the village on 4 & 6 November. He summarised the main findings which showed that the volume of HGV traffic through the village was not nearly as large as had been anticipated and it was insufficient to justify an HGV ban. Bob David drew attention to

JR

TATSFIELD PARISH COUNCIL

PROPOSED BUDGET FOR 1998-99 AS AGREED BY FINANCE COMMITTEE

97/081

		1997/98		1998/99		1999/2000	
INCOME: Property:-							
Property:	Surgery Rent	25035		25035		25035	
	Parish Room Hire	515	25550	820	25855	820	25855
Land:							
	Easements	0		25		25	
	Village Pond	0		0	25	0	25
Grants:		0		0		0	
VAT:		0		0		0	
Interest		1000		1500		1000	
Precept		17500 44050		18500 45080		18500 45380	
EXPENDITURE							
Property:	Surgery Loan	24940		23696		22455	
	Cleaning	240		250		260	
	Rates	600		550		600	
	Maintenance	1000	26780	2000	26496	1200	24515
Land:							
	Maintenance	500		740		600	
	Village Pond	0		160		150	
	Tatsfield in Bloo	500	1000	400	1300	400	1150
VAT		0		0		0	
Admin:	Insurance	775		785		800	
	Audit	250		500		550	
	Telephone	350		350		400	
	Gen expenses	1200					
	Travel		150			200	
	Postage		200			250	
	Photocopy		300			400	
	Stationery		200			275	
	Projects		1000			1200	
	Sundry		150	2000		175	2500
	Election	0		0		250	
	Clerk's Salary	2750	5325	3660	7295	4500	9000
Village Hall:							
	Extension	0		16000		0	
	Repairs	0		200		500	
	VAT	0		0		0	
	Loan	0	0	5138	21338	9955	10455
Grants, Subscriptions, etc		2338		2635		2700	
Capital Equipment		0		0		500	
Training:		50		50		50	
Miscellaneous:		0 35493		400 59514		0 48370	
		8557		-13634		-2990	

the fact that a large percentage of the HGV traffic was delivering to the village and therefore would not be affected by any such ban even if one could be imposed.

(3) **White Lane:** The Clerk reported that SCC Highways had indicated that "it was appropriate to consider the installation of remedial measures". Consultations would be taking place with the police & road safety engineers. The cost to obtain a legal order restricting access would be at least £3,000.

c **Wood View, Ninehams Road:** Simon Fry (SCC Rights of Way Officer) had confirmed that one quotation for £352 + VAT had been obtained and another was being obtained that day. When this second quotation was available, Martin Fry would be writing "with his suggestions on the way forward".

d **Gorsey Down Farm:** Bob David reported that he had not been able to contact Mr Harrison and would continue his efforts to do so.

6 COUNCIL AIMS & OBJECTIVES

a **Future of L-shaped Field & Furze Corner:** The Clerk reported that he had spoken to Mrs Kennell (SCC Highways) who had indicated that she intended to discuss the matter with Bob Evans (TDC Planning) and would then reply to his letter. Unofficially she did not think there would be any major objection to such a scheme.

7 NOTIFIED ITEMS

a **Tatsfield History Project:** Eileen Pearce had nothing to report.

b **Biggin Hill Fire Station:** See Reports - para 10.

c **Community Grant for Saltbins:** The Clerk reported that the saltbin for Johns Road had now been delivered. Payment for this was included in the Payments List and a claim for one half of cost would be made as soon as a receipted account was available.

d **Christmas decorations for Village Centre:** Tony Erbes indicated that he was organising a Carol Concert on 14 December and had originally wanted to have a Xmas tree and some lights in the centre of the village. He now realised that this was not very practical for a number of reasons and everything would now be set up in the Village Hall. Bob David proposed that the Parish Council should look into the possibility of Xmas lights for the village in future years. After considerable discussion the proposal was put to the vote and agreed by 4 votes to 3.

g **Parish Directory:** Bob David indicated that updated information would be published in the Parish Magazine from time to time.

8 VILLAGE HALL

a **Management Committee Report:** Bob David reported that the Carol Concert proceeds would be divided equally between the Village Hall and St Mary's Church.

b **VH Building Committee:** Ian Mitchell reported that at its meeting on 28 November the Building Committee had finalised the application for the Lottery grant which would be submitted shortly. It was duly proposed and seconded that the Parish Council would contribute £87,270 to the Village Hall project of which up to £60,000 could be obtained by means of a loan. This was carried unanimously.

9 PROPERTY AND LAND MAINTENANCE

a **Ground Maintenance:** Eileen Pearce had nothing to report.

10 REPORTS

a **County Councillor:** Harry Pettifor mentioned the following

SM

matters:-

(1) He had continued to chase Biggin Hill Airport on the subject of overflying and hoped that some real progress would be made.

(2) He indicated that he felt that the proposed change of status to Biggin Hill Fire Station was inevitable. He had discussed the matter with Steve Myers (SCC Deputy Chief Fire Officer) who was willing to discuss the matter with the Parish Council. It was agreed that such a meeting should be arranged by the Clerk. The decision about Biggin Hill would be made on 11 December.

(3) The position with regard to Police funding was one about which he could not really comment at the present time.

b District Councillor: Tina Fry mentioned the following matters :-

(1) She felt very strongly about the proposed manning changes at Biggin Hill Fire Station and was disappointed at the small local participation in the recent demonstration. She felt that Tatsfield concerns were not being taken seriously and wished to take part in any discussions which were to take place.

(2) She was disappointed that the application for a grant for the Church Hall had not been approved but was pleased that the application had been placed third on a priority list.

(3) Her next Councillors Surgery would be on 20 December.

c Parish Constable: No report.

d Tatsfield/Vern Committee: 11 November - Denis Hayes had circulated a written report.

e East Surrey Transport Committee: Ditto.

f Millennium Committee: Ditto.

g SCAPTC Meeting: 22 Nov - Denis Hayes had circulated a written report. He indicated that the proposed rise in SCAPTC subscription had not been nearly as large as had been anticipated. It was also agreed write to SCC expressing regret at the proposal to disperse the Performing Arts Library.

11 MEETINGS TO ATTEND

a Surrey Rail Forum: 14 April 1998 at 10.00 am at County Hall - Denis Hayes to attend.

b Tandridge Crime Prevention Convention: 21 March 1998 9.30-4.30 - Tony Erbes and Denis Hayes to attend.

12 CORRESPONDENCE

a St Mary's Church Carol Concert 28 Dec at 4pm: The Chairman indicated that St Mary's Church had invited one of the Parish Councillors to read a lesson at this service. It was agreed that the Chairman should do this.

b Action Research Fun Run: A request had been received for use of Westmore Green for Fun Run on 29 March. The organiser had promised to ensure that the daffodils would be protected from damage as much as possible. The request was agreed subject to the Clerk emphasising to the organiser that the daffodils must be protected.

13 ANY OTHER BUSINESS

a Unauthorised Use of Parish Council notepaper: The Chairman indicated that Mrs Hunn had recently been in receipt of what were obviously photocopies of a letter concerning rubbish which had been sent out by the Clerk on a single occasion some months previously. There was no evidence to show who was responsible but it was clearly an unauthorised use of Council notepaper and a serious matter. It was agreed that the matter should be publicised

JL

97/078

in the Parish Magazine with a request that anyone having any information as to who was responsible or anyone who had received similar letters should contact the Parish Clerk immediately so that further action could be taken.

b Tatsfield School: Bob David indicated that he had offered to provide a speaker on Parish Council matters.

c FP618: The Clerk was asked to notify Martin Fry (ROW Officer) of an overhanging branch on this footpath.

d Goatsfield Road: Bob David undertook to contact Surrey Highways as to the possibility of a sign warning vehicles that there was no through road.

e Clarks Lane Junction: Bob David indicated that he had been approached as to whether a sign could be erected warning of possible fog. It was agreed that this was not possible.

f Westmore Green: The Clerk was asked to write to residents of that part of Lusted Hall Lane adjacent to Westmore Green pointing out that the parking of cars on the Green was prohibited. The Clerk was also asked to contact British Telecom about the recent erection of telegraph poles on the Green.

The meeting closed at 10.46 pm.

Jill Dwyer
12-1-98

PLANNING LIST

8th December 1997

97/079
Appendix A

RESULTS

Granted: 97/306 Park Wood Golf Club (9 hole practice area).

Refused: 97/977 Hawthorndene, Ricketts Hill Road.

Withdrawn:

Appeals: 97/129 Hedgerows, Approach Road - REFUSED.

Enforcement:

CURRENT

97/1149 Green Bushes, Parkwood Road.
Erection of conservatory at rear.

97/1077 The Croft, Westmore Green.
Erection of new double garage and addition of bay, porch &
roof rooms

97/1153 Park Wood Golf Club
Erection of Gate piers and double gates to main entrance in
Chestnut Avenue

97/1168 St Mary's Church, Church Hill
Erection of S/S Hall and demolition of existing hall.

Grounds for objection:

A Situated in MGB/AGLV
B Outside Development core
C Unneighbourly development
D Overcrowding/Overuse

E Development precedent
F Out of character with area
G Increases house size category
H Access/Unmade road problems

Sty

TATSFIELD PARISH COUNCIL

8th December 1997

97/080
Appendix B

EXPENDITURE TO BE AUTHORISED:-

PAYEE	DETAILS	VAT	TOTAL
J Sandiford	Clerk's Salary (Nov)		229.16
	Additional payment		475.00
	Telephone		5.00
	Postage	3.40	
	Photocopying	12.50	
	Stationery	38.66	
	Travel	5.00	
			59.56
			768.72
Mrs G Miles	Cleaning (Nov)		20.00
Wybone Ltd	Salt Bin for Johns Road	30.12	202.24
Village Hall	VAT refund		90.09
J Mitchell	Photocopying for HGV survey		24.70
David	General expenses :-		
	Keys Cut	4.40	
	Postage	10.41	
	Photocopying:		
	Village Hall	8.10	
	Miscellaneous	7.35	
			30.26
Bromley LB	Planning List Subscription Charge		22.00
D Hayes	Travel:-		
	County Hall 14/10/97 - 48m		
	Croydon 12/11/97 - 22m		
	Byfleet 22/11/97 - 62		
	132 miles at .266 per mile	34.22	
	Postage	1.56	
	Photocopying	2.30	
			38.08

TOTAL

1,196.09

RECEIPTS

BHill Drs	Surgery rent (Dec)	1,043.22
Johns Road	Salt Bin contribution	90.42

1,133.64

FUNDS AS AT 1.12.97

CURRENT A\C No. 62665235
RESERVE A\C No. 715701364,278.54
58,513.82

JL