

Please note these are draft minutes until approved and signed at the next meeting.

**BLETCHINGLEY PARISH COUNCIL
MINUTES OF MEETING HELD IN THE
COMMITTEE ROOMS ON MONDAY 12 NOVEMBER 2007**

P R E S E N T

Councillor R. Gater – Chairman

Councillors K Bridger, A Butler, D Martin, J Moore, N Munday, B Tatnell, R Trotman

In attendance: Clerk - K. Wantling, County Councillor (CC) Myland, PC Shrapel, D Turner –
Neighbourhood Watch

146/07 APOLOGIES FOR ABSENCE

Apologies were received from District Councillors Elias and Black and PSCO Sheppard. The Chairman welcomed all to the meeting. A letter of resignation, which the Chairman read out, had been received today from Councillor Nathanail stating work and family commitments. The Clerk confirmed that she had notified Tandridge District Council (“TDC”) and that a notice of the vacancy would be placed on the board.

147/07 DECLARATIONS OF INTEREST

No changes were made to the Declarations of Interest.

148/07 MINUTES

It was agreed that Minute 125/07 from the Bletchingley Parish Council (“BPC”) Meeting held on 10 September 2007 be replaced with the following wording and by the Chairman:

“The Chairman updated the Council on the progress of the case over July and August. The Clerk had already circulated copies of the correspondence to all the Councillors.

A statutory demand for the costs debt was served on Mr Herrtage who has applied to set it aside. Alongside that, the council obtained an interim order charging the debt on Mr Herrtage’s interest in the property at 100 High Street. That charging order was made final at a hearing on 23 May 2007. When Mr Herrtage’s application to set the statutory demand aside was heard, Mr Nicholls of Hedleys Solicitors conceded the application because the council had sufficient security.

A claim for an order to sell 100 High Street has now been commenced and a directions hearing has been set for 5 November 2007. The chairman read the contents of the claim form. It was confirmed that the name of the insurers is a matter of public record in the Parish Minutes and that Mr Herrtage was aware of the name of the insurers as he had previously written to them. There was no third party funding the council’s litigation costs.

In relation to the Freedom of Information Act, it was confirmed that the costs incurred in the previous request from Mr Herrtage for information under this Act remained unpaid. Since that original request no requests for information were received directly by the parish council until notification of the complaint through the

Please note these are draft minutes until approved and signed at the next meeting.

ICO. A refusal to provide information was given to Mr Herrtage on the grounds that it was either freely available, already known or not in existence. The Chairman reported to the ICO that this information related to a “live” Court action. Under Section 42 of the Act, the parish council has the right of confidentiality as previously confirmed to Mr Herrtage. The ICO were advised that no response should be sent to Mr Herrtage in relation to his latest request for information.

The Freedom of Information Act does not affect the Court case and the next hearing takes place on Thursday 13 September 2007 at Guildford County Court. Mr Nicholls will submit a written statement on his own behalf to the Court. It has been suggested that some form of “olive branch” be given to Mr Herrtage in the form of a Without Prejudice letter, the details of which must remain confidential. Once the indemnities given by the insurance company have been repaid, any other sum paid by Mr Herrtage will belong to the parish council.

Councillor Munday wished to abstain from any decision as he felt he was not fully aware of the case history. This was duly noted. Following a discussion

IT WAS RESOLVED THAT the olive branch would be provided to Mr Herrtage on the advice of Mr Nichols. All costs are still accruing and will be added to the bill until payment is received.

Mr Birt left the meeting.”

The Minutes of the BPC Meeting held on 08 October 2007 were approved and signed by the Chairman, subject to two minor amendments:- Minute 133/07, second paragraph should read “Mr and Mrs Abel Spin”. Minute 142/07, first paragraph replace “Council” with “Counsel”.

149/07 RESIDENTS’ REQUESTS

The Bus Shelter side has been damaged. Following a discussion,

IT WAS AGREED THAT the Clerk would obtain costings for the repairs.

KW

Golf Advertising Banner – complaints had been received about this banner. Following a discussion,

IT WAS AGREED THAT the Clerk would write a letter to Matthew Hazeldon of the Golf Club with a copy to TDC to enquire as to whether the relevant planning permissions had been obtained.

KW

Lampost light on the footpath leading between Tilgate Common and Castle Street is not working. Following a discussion,

IT WAS AGREED THAT the Clerk would report this fault to TDC.

KW

150/07 REPORT FROM COUNTY COUNCILLOR MYLAND

CC Myland reported that the Tarmac plans had been received and that she would be opposing the application on the grounds that it is an unsuitable industrial development within the greenbelt. The hearing is due to take place on the 21st November. She reported on recently attended meetings in Europe relating to composting and how these methods could be adapted in the UK. The retrospective planning for North Park Farm had still not been received. SCC are currently dealing with budgets and the financial situation is likely to continue to worsen with less

Please note these are draft minutes until approved and signed at the next meeting.

important issues falling by the side. CC Myland thanked BPC for the support it offered to Nutfield PC in relation to Community Speedwatch. The faulty speed gun for Bletchingley had been sent off for repair. CC Myland confirmed that the Request for Funding Forms completed by the Sports Association for Grange Meadow needed to be signed by her before passing on to the relevant party.

RT

151/07 POLICING ISSUES

PC Shrapel updated the Council on the 12 reported crimes since the previous meeting. Down from the 23 reported for the same period last year. These ranged from damage to vehicles and theft from the vehicles, particularly fuel, to damage to property and theft of cycles from a garage.

October had been a busy month for the police with Halloween and the run up to fire works. Tandridge had put on extra officers and patrols for the 2 weeks before, including late shifts. On Halloween night, there were no reported incidents to the police although minor disturbances were known about. PC Shrapel and PCSO Sheppard had worked the late shift until 11.30pm on Halloween night and dispersed any of the older groups seen out apparently trick or treating later in the evening. It was felt that this year had been much quieter.

PC Shrapel and a colleague had attended the Remembrance Sunday Service and stopped the traffic for the parade and 2 minute silence. The Police were thanked on behalf of BPC and the Royal British Legion.

The Chairman enquired as to whether an update had been received on the width restriction damage at Whitehill Lane. PC Shrapel confirmed that a small digger, reported stolen, had been recovered from another location.

PC Shrapel, and CC Myland left the meeting.

The Chairman reported that at a meeting with Inspector Burtenshaw, he had on behalf of BPC expressed his thanks for the dedication of PC Shrapel as well as PCSO Sheppard. This had subsequently been passed down the line.

152/07 BLETCHINGLEY IN BLOOM

Litter Bins - A request had been made for additional litter bins at various locations in the Village. The Clerk confirmed that TDC had stated that they would consider each individual application. Following a discussion,

IT WAS RESOLVED THAT the Clerk would request additional bins to be located (i) in the walk through from St Catherine's School to St Catherine's Cross; (ii) litter bins by the bus stops and (iii) additional litter bins along the A25 between Little Common Lane and Bottery's Cross, preferably near the footpaths.

KW

Funding – The letter outlining proposed expenditure for the 2008 Bletchingley in Bloom competition had been handed out to all Councillors for review. The Clerk confirmed she was in possession of the forms required to make the relevant planning application for the sign, once design was known. Following a discussion,

IT WAS RESOLVED THAT BPC would, in principle, sponsor the making, installation and planning application for the Village Sign. The sign would then become a fixed asset belonging to BPC, included in the insurance schedule. Enquiries to be made as to whether there was a Blacksmith in Bletchingley able to undertake the production of the sign. Completion of the planning application could

All

Please note these are draft minutes until approved and signed at the next meeting.

only be made once the design of the village sign was finalised.

153/07 MATTERS AND ACTION POINTS ARISING FROM MINUTES

The Clerks report and Action Points were duly noted.

Village Gateways were discussed in relation to an application for funding from CC Myland. More details were required before the application could be made. Following a discussion,

IT WAS AGREED THAT the Clerk would check through the relevant minutes and correspondence (over 3 years ago) for the historical request made to Surrey County Council. The Clerk to contact the Godstone Clerk for details of the gateway, including costing, as the original request had been for the same type of gateway that Godstone are now in possession of.

KW

Councillors Information Pack - the Clerk briefed the Council on the literature enclosed in the pack and following a discussion

IT WAS AGREED THAT the Clerk would purchase a further copy, which could be circulated around the councillors.

KW

Outwood Lane – This would be removed from the Ongoing Matters List.

KW

Footpath between Castle Square and Outwood Lane – It was reported that 600 saplings had been planted by the owner of Bletchingley House. This would provide a screen for the house and, it was hoped, would resolve the issue of excessive water flow onto the footpath

Local Policing Plan Survey – This had been completed by Councillor Bridger and Mr K Tunstall as agreed and a copy was passed to the Clerk.

154/07 CURRENT PLANNING ISSUES

TA/2007/1498 – Erection of 2 dormer windows to front roofslope – Horseshoe Cottage, Church Lane, Bletchingley.

RESOLVED: No comment

TA2007/1717/TCA – Reduce and reshape crowns by 30% on 2 holly trees – 47 High Street, Bletchingley.

RESOLVED: No comment

TA/2007/1737 – Erection of single storey rear extension – Lake Farm House, Pendell Road, Bletchingley.

RESOLVED: The Parish Council object on the grounds that cumulatively, this is a large extension.

KW

TA/2007/1694 – Erection of First floor extension to front/side elevation – Little Tilgates, Little Common Lane, Bletchingley.

RESOLVED: No comment

TA/2007/1638 – Erection of porch to front elevation and conservatory to side elevation – 51 Coneybury, Bletchingley.

RESOLVED: No comment

TA/2007/710/A – Tarmac Ltd and **TA/2002/183/D2/A1** – WBB Minerals. Responses on behalf of BPC have already been sent in relation to these applications.

Please note these are draft minutes until approved and signed at the next meeting.

TA/2007/1521 - The Old Dairy, Brewer Street, Bletchingley. – Change of use of existing building to Veterinary Hospital (Class D1) with ancillary accommodation and new link unit connecting units with gas, cycle and bin store and hardstanding providing car parking.

KW

RESOLVED: The Council, after reviewing the full details finally received, object on the grounds of the anticipated additional traffic expected, which is in excess of the original number agreed in the initial application for The Old Brewery.

Formation of a Planning Committee – The Clerk had previously provided the Council with options available which were discussed. Costings for the hire of the room were provided. Following a discussion

KW

IT WAS RESOLVED THAT a Planning Committee be formed and given powers to make recommendations to TDC on any planning applications received in between BPC full council meetings. This would usually meet on the 4th Monday of every month. All councillors would be members of the Planning Committee. The 4 regular members would be D Martin (Chair), B Tatnell (Vice Chair), R Trotman and J Moore. The clerk would put a note in the Parish Magazine about the formation of the Committee and a notice would be placed in Howard Cunday to inform the public that the plans would only be available for 2 weeks in that location. The first Planning Meeting was scheduled for the 26th November 2007 at 7.30pm and the Clerk would enquire as to whether her presence was necessary at all meetings.

155/07 REPORTS FROM AREAS OF RESPONSIBILITY

1. **Neighbourhood Watch:** Councillor Bridger reported that Mr Tunstall had had a meeting with the Chairman earlier in the day, followed by meetings with the 3 main co-ordinators. Changes had been made to the location of the police meeting for the 8th January. This would now be held in the Community Room. Mr Tunstall had requested a dedicated agenda item for the December Meeting.

IT WAS AGREED THAT this would be put on the Agenda meeting.

KW

D Turner left the meeting.

2. **Footpaths and Bridleways:** (i) Stychens Footpath by Dormers Farm (grid ref: 324512) – the hedge is leaning over the path making access difficult. (ii) Footpath 163 (grid ref: 318526) the field has been ploughed leaving no visible designated footpath across it. Following discussions

IT WAS AGREED THAT the Clerk would report these to the relevant authority.

KW

3. **Transport:** Councillor Munday reported on the recently attended GACC meeting at which Peter Ainsworth had been present. The consultation paper re Heathrow air traffic plans was mentioned as this could overflow onto the Gatwick 2nd runway.

4. **Speedwatch:** Councillor Munday reported that the additional 4 volunteers were now trained and all had been out on speedwatch patrol. At present the speed gun was in for repair. It was reported that the VAS near the Little Common Lane junction appeared to be not working in the late evenings. The Clerk gave a brief update on the progress with the Nutfield Speedwatch programme. Following a discussion

IT WAS AGREED THAT the Clerk would report the fault with the VAS to PC Moira Cocks in the first instance.

KW

Please note these are draft minutes until approved and signed at the next meeting.

5. **Cemetery:** Councillor Tatnell reported on the memorials which had been found to be unsafe. The Clerk confirmed that an article had gone into the Parish Magazine relating to the memorials. A request had been received for the erection of a memorial for the German Airmen. It was confirmed that the bodies had been removed by the appropriate authorities and it was thought that they were now located in Cannock Chase. Another request had been received by the clerk for clearance from the middle of graves, particularly at the western end of the cemetery. Following a discussion

IT WAS AGREED THAT to avoid further confusion, the wooden cross for the German airmen, currently leaning up against a tree, would be removed. The additional clearance works would be incorporated into the budget for the clearance of the cemetery.

AB

6. **Minerals:** The Tarmac documents had been received and the application was due to be heard on the 21st November. The planners recommended permitting the application, despite objections. Nothing had been received from either the Environmental or Health departments. The retrospective planning for WBB was still not available. It was thought that if Tarmac wanted to use WBB sand processed in the current processing plant that this would be illegal until the retrospective planning had been dealt with. There were still no facilities for washing the sand. There were still traffic concerns and visible steam could be an issue. Only individuals can speak at the hearing and needed to notify TDC of their intentions 1 week prior to the hearing. Councillor Butler would be one of the speakers. Others were currently being sought, all to speak on different subjects to ensure that all areas of objection were covered. The Chairman would check his diary to see if he could be one of the speakers. Councillor Butler was thanked for her continued dedication with this project. The current WBB licence was thought to last until 2014. It was confirmed that only WBB sand can be used in conjunction with the Tarmac plant.

Tree Wardens: The Clerk had forwarded correspondence to Councillors Butler and Trotman requesting update information on the state of membership. Councillor Butler confirmed being a signed up member. Following a discussion

IT WAS AGREED THAT the Clerk could forward the contact details of Councillor Trotman on to the Trees and Countryside Manager.

KW

7. **Village Hall/Community Centre:** The Clerk's Board was still not updated due to difficulties with contacting the sign writer. The Community Centre would be decorated in due course.

8. **Recreation/Sports Association:** The Clerk handed round details of the quotes received for the table. The merits of a recycled picnic table as opposed to a wooden bench were discussed, along with fixing of the table. Following a discussion,

IT WAS RESOLVED THAT a recycled picnic table would replace the removed wooden bench and that the Clerk would proceed with ordering the table from Marmax Products Ltd for the price of £307 plus carriage, extended legs, fixings and VAT. Further quotes needed to be obtained in relation to fixing the bench to the ground.

KW

9. **Allotments:** Plots 1 and 2 still appeared to have had little or no work done to them. Plot 17, some work had been done but it was not known what the future plans were. One section of the hedge bordering the allotments and Little Common Lane

Please note these are draft minutes until approved and signed at the next meeting.

was very overgrown with tree branches overhanging dangerously into the road. Following a discussion

IT WAS AGREED THAT (i) the clerk would write letters to the owners enquiring as to future plans or whether they were to be handed over to the next recipients on the waiting list and (ii) the clerk would contact DA Landscaping to undertake the work. (iii) The clerk would ensure that the water tap was turned off for the winter months.

KW

KW
KW

10. **Street Lighting:** A discussion took place about what appeared to be a lack of street lighting available between Little Common Lane and Overdale. Following a discussion

IT WAS AGREED THAT the Clerk would make enquiries as to whether additional lighting could be installed and if necessary, BPC would offer to make a contribution towards the installation.

KW

11. **CCTV:** Nothing new to report. The system was running normally. The Chairman updated the council on a recent discussion with Inspector Burtenshaw on their CCTV proposal, where the monitoring would be done from a central office in Reigate. The proposal was definitely still in the system.

12. **Website:** The Clerk reported that a new page would be added to the website next year, to include documents such as Report & Accounts and any policies. The search facility would, at the same time, be enhanced to include the minutes and these new documents.

156/07 FINANCE

The following November payments were sanctioned and cheques and stubs signed.

| | | |
|--------|--|-----------------|
| 000397 | Bletchingley Village Hall | 9.00 |
| 000398 | Mrs K Wantling | 562.71 |
| 000399 | HM Revenue & Customs | 44.54 |
| 000400 | RP Hook | 650.00 |
| 000401 | CPRE | 27.00 |
| 000402 | Hedleys Solicitors LLP | 2269.79 |
| 000403 | Surrey County Playing Fields Association | 10.00 |
| 000404 | R Gater | 95.00 |
| 000405 | Royal British Legion Poppy Appeal | 25.00 |
| 000406 | DA Landscaping & Garden Maintenance | 1204.00 |
| 000407 | Sussex Associations of Local Councils | 35.25 |
| 000408 | Robert McCarthy | 18.00 |
| 000409 | Peter Frost | 107.60 |
| 000410 | SLCC | <u>18.00</u> |
| | | <u>£5075.89</u> |

Budget Forecast and Precept for 2008/2009: The Clerk presented the budget forecast and precept for 2008/09, which had been agreed at an earlier meeting between the Clerk, Chairman and Councillor Bridger. Documents, including working papers had been circulated to the Council in advance of the meeting. Following a discussion,

IT WAS RESOLVED THAT the Budget Forecast and Precept for 2008/09 be

All

Please note these are draft minutes until approved and signed at the next meeting.

agreed. The precept would remain unchanged at £27,500.

A query was raised in relation to the 10% insurance fee on Footpath 506 payments. This fee could still be requested by the insurance company on all insurance claims made so far. The Chairman stated that he had spoken to the insurance company in relation to this and the insurance company were happy to make a contribution of between £2000 and £3000 towards these costs.

TVSC Donation Request – A discussion followed in relation to the request for a £500 donation.

IT WAS RESOLVED THAT a donation of £100 in the first instance would be made.

All

157/07 FOOTPATH 506

A court appearance took place, attended by Mr Herrtage, the Chairman and legal counsel. The costs of this court appearance were awarded to BPC.

In view of the special confidential nature of the matter to be discussed, it is advisable in accordance with the provision of the Data Protection Act 1998 and the Freedom of Information Act 2005, additional information be discussed “In Committee”.

158/07 CORRESPONDENCE RECEIVED

Surrey NHS – Primary Care – to consider sending a representative to one of the planned “Fit for the Future” events. Following a discussion,

IT WAS RESOLVED THAT no councillors were available to attend.

St Catherine’s Safe Routes to School Travel Plan – Following a discussion

IT WAS RESOLVED THAT the best option would be for a proposal to be drawn up and then presented to the Council for their consideration at a future meeting.

TVSC – 2 consultation documents – need to agree who will review the documents. Following a discussion,

IT WAS RESOLVED THAT no additional reviews would be required. One had already been done on behalf of Bletchingley United Charities

Councillor Trotman had previously circulated comments on the draft Constitution for an Association of Tandridge Parishes. Following a discussion

IT WAS AGREED THAT this be forwarded to the Clerk for submission.

Letter of Complaint from Editor of Parish Magazine – The Chairman updated the Council on a complaint letter received and confirmed that an appropriate apology had been sent.

RT/
KW

159/07 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

The Clerk reported that she had received an Anti Graffiti Test Kit from Nigel Price. This had originally been provided to the Village Halls Management Committee.

The Internal Auditor’s Report would be on the December agenda for discussion.

160/07 DATE OF NEXT MEETING – 10 December 2007

Please note these are draft minutes until approved and signed at the next meeting.

The Chairman closed the meeting at 11.02pm