

HEADLEY PARISH COUNCIL

Draft Minutes of the meeting held on Monday 25th March 2019

PRESENT:

Cllr. David Preedy – Chairman and also taking minutes

Cllrs. Laverty, Williams, Furr, Pickard

1. **APOLOGIES:** Apologies were received from Cllrs Sheridan and Lewis, District Councillor Ladell and Clerk Tracy Hamer.
2. **DECLARATIONS OF INTEREST:** Nil.
3. **MINUTES:** Minutes of the meeting dated Monday 28th January 2019 were read and approved. Proposed by Cllr. Laverty and seconded by Cllr. Pickard and unanimously agreed.
4. **OPEN PUBLIC FORUM:** One representative of the owners of the former Church Lane Nursery site was present as a member of the public. The discussion on this topic under Matters Arising was brought forward to be discussed at the beginning – see item 5.
5. **MATTERS ARISING:**

CHURCH LANE NURSERY SITE: Cllr. Preedy reported that he had communicated the conclusions from previous meeting to the agents for the owners. Their response had been that the design issues should be relatively easy to accommodate; however, reducing the number of properties in the development would threaten the viability of the scheme.

Cllr Laverty noted that he had received an e-mail from Andrew Black earlier in the day, but other Councillors had not yet had the chance to read it. The representative of the owners summarised that the owners' decision had been to proceed with preparing a full planning application to MVDC and that they hoped it would be appropriate to present it to the new Council after the May elections. They also noted that MVDC has discontinued its pre-advice service for planning applications so they were unable to secure updated advice from the District Council – advice which they have typically found very useful in other cases.

Cllr Preedy explained how the scheme as presented was larger in scale than those that MVDC planners had previously indicated they would accept and substantially larger than the original outline scheme informally agreed for the site.

Cllr Furr suggested that it might help the Parish Council (and residents) if the owners could present what their alternative plans for the site might be if their proposal fails to secure approval.

There was also some discussion about possible uses of the remainder of the site.

HEADLEY COURT: Cllr. Preedy summarized his correspondence with the MVDC Chief Executive following the January meeting. It was noted that there was no further news about progress of the sale of the site. A number of Councillors reported that residents had expressed their concern at the housing being left idle, several had described it as 'a disgrace'.

ANNUAL GOVERNANCE STATEMENT: Cllr. Preedy said that the Clerk had told him that the Governance Statement was not yet available for review. He noted that this might mean the Council needs to hold an Extraordinary Meeting to review this statement in the correct sequence for the annual audit and reporting process.

AVM AGENDA – Cllr. Preedy reported that he had not heard back from the Woodland Trust about speaking. It was agreed that he and Cllr Pickard would urgently pursue contacts with the Woodland Trust as a preferred option. As a fall-back, Cllr Laverty thought the National Trust could provide an update, perhaps with an opportunity for some local businesses to speak. It was also thought that we might invite St Johns Ambulance to give a brief update on defibrillators with perhaps a 5-minute video and a sign-up sheet to see if there is enough demand for a further training course.

Subject to the number of nominations for the Parish Council elections, it was decided that we should prepare a brief newsletter for distribution in late-April with the details of the Village Meeting; other content could include names of new Councillors (assuming no election is necessary) and if there are vacancies a call for residents who might be interested in being co-opted.

AVM AGENDA – Cllr Williams confirmed that all is ready for Sunday's litter-pick. She explained the difficulties she has faced with the new organisation running the Council Depot and their apparent reluctance to support local efforts to keep the area tidy.

6. **FINANCE:**

Cllr. Laverty reported that he had checked the reconciliation of the bank accounts dated 20th March 2019 on that date.

The financial statement was reviewed and the following comments noted:

- While the financial position looks healthy, the continuing uncertainty regarding future Precept income from the housing at Headley Court remains a risk.
- The year-end positive variance will be reduced by £500 as a transfer will be made to the Playground Equipment Reserve to build this up.
- The web-site suppliers remain impossible to contact and the Clerk believes we are likely to be forced to move to a new supplier when email details of Councillors need to be changed. It was agreed that the Clerk & Chairman be authorised to investigate new suppliers as a matter of urgency – proposed by Cllr Pickard, seconded Cllr Laverty.

PAYMENTS: The Clerk reported the following payments had been made since the last meeting:

Date	Payee	Chq no	Amount
20/02/19	Tracy Hamer – February Salary	DD	355.98
20/03/19	Tracy Hamer – March Salary	DD	355.98

The Clerk requested approval for the following payments:

Date	Payee	Chq no	Amount
25/03/19	Tracy Hamer – February/March Expenses	726	56.40
25/03/19	Headley Village Hall – March HPC Meeting	727	37.00
25/03/19	Headley Village Shop – Meeting Refreshments	728	12.00
25/03/19	SCA Payroll Fees	729	30.00
25/03/19	SSALC Elections Briefing	730	24.00

Approval for the above expenditure was agreed – proposed by Cllr. Williams and seconded by Cllr. Furr. The Council agreed to thank the Clerk and Cllr. Laverty for the smooth running of the Council's finances.

7. **MAINTENANCE:**

PLAYGROUND – It was noted that the Inspection File does not appear to be keeping up with the rota. The Chairman stressed the importance of all Councillors trying to ensure they carry out their inspections on schedule.

FOOTPATHS AND GRIT BINS – Cllr. Laverty reported that the Footpaths Officer is still working on the annual report.

- Cllr Pickard reported that she has had an initial response from the owners of the Villans Wyk field who are considering whether land might be available to create a safe footpath around the "Tot Hill bends". It was agreed that such a development would really help to integrate the separate parts of the village.

HIGHWAYS AND PEBBLE HILL JUNCTION – Several councillors reported concern at the road quality at the Clay Lane/Tilley Lane junction, which now poses a real risk to cyclists. Cllr Preedy reported that re-surfacing here had been on the SCC Highways plan, but he will check if it is still on schedule

- Cllr Furr reported that he had observed a recent pothole repair in the village and was very concerned at the quality of the work – the damaged section had not been cut out; it had merely had dry tarmac inserted and been stamped down by the workman; the debris had not been taken away but had been dumped over a low fence onto private property. The Chairman said he would report this to the County Councillor.

8. **HEADLEY COURT:** See Item 5.

9. **PLANNING:**

MO/2019/0038/TFC - 5 Headley Park, Tilley Lane, Headley KT18 6EE

Proposal: Remove two Sycamore trees and five Cypress trees (marked on submitted plan).

MO/2019/01113/PLA - Heath Farm, Headley Common Road, Headley KT18 6ND

Proposal: Retrospective application for change of use of 3 No. silos to 1 No. dwelling, including addition of 2 No. two storey linking sections.

MO/2019/0376/PLA - Heath Farm, Headley Common Road, Headley KT18 6ND

Proposal: Create basement area under new dwelling to house plant room and associated equipment, also remove one outbuilding and one shed.

MO/2019/0172/ECL - 2 Heath Farm Cottages, Church Lane, Headley KT18 6LD

Proposal: Certificate of Lawfulness for the existing use in respect of land rear of dwelling being used as a residential garden for a continuous period in excess of ten years.

Cllr Preedy reported a conversation he had with the Planning Enforcement Lead at MVDC over a number of possible enforcement issues in Headley. He understands that the Stables behind 2

Heath Farm Cottages was been the subject of an enforcement action. With regards to the current application for a Certificate of Lawfulness, Cllr Preedy circulated some aerial photography confirming that the area had historically been used as a garden. However the Council took the view that the changes made when the stables were constructed – and notably the removal of the hedge which obscured the view, meant that the area was now being used as part of the adjoining field and not as part of the garden. It was agreed that the Council should make a submission to this effect.

MO/2018/2045 PLA - **APPROVED WITH CONDITIONS** - Woodstock, Tot Hill KT18 6PU

MO/2018/1639 ECL – **APPROVED** - Fourfield Stables, Tilley Lane, Headley, KT18 6EN

MO/2018/2079 PLA - **REFUSED** - Heath Farm, Headley Common Road KT18 6ND

MO/2018/2104 PLAH - **APPROVED WITH CONDITIONS** - Campbell House, Headley Grove, Headley KT18 6NR

MO/2019/0376 – Heath Farm; Cllr. Preedy reported the conversation he had had with MVDC's Head of Development Control regarding the inconsistencies between recent decisions regarding basements in the Green Belt. He passed on the advice that Parish Councillors should not attempt to explain these inconsistencies but should, if necessary, refer residents to MVDC's planning team.

Planning enforcement - Cllr Preedy reported that he had discussed three reported cases with the Enforcement Officer at MVDC. These were the Stables at 2 Heath Farm Cottages (see above), the continuing failure to remove the old building at Shepherds Well and an apparent wood-processing activity off Mill Way.

10. **OTHER PARISH COUNCIL ACTIVITES:** Nil.
11. **REPORTS FROM OTHER BODIES:** Nil.
12. **CONSULTATIONS:** Nil.
13. **QUESTIONS FROM PARISH COUNCILLORS:**
 - There was some discussion about a possible community social event later in the year – possibly on 15th Sept. It was felt that this should not be officially organised by the Parish Council, but that the Parish Council might consider offering some funding. Cllrs Furr & Williams expressed an interest in taking this forward, but would appreciate suggestions about activities and format and any other likely helpers from the village.

The meeting closed at 10.25pm.

The next meeting will be held on Monday 20th May at 7.30pm in The Village Hall.

Signed: Chairman

Dated:.....