

HEADLEY PARISH COUNCIL

Draft Minutes of a **General Meeting** held on Monday 29th July 2019

PRESENT:

Cllr David Preedy – Chairman (taking minutes in the absence of the Clerk)
Cllrs Laverty, Williams, Furr, Pickard, Steventon & Coe
12 members of the public

1. **APOLOGIES:** Cllr Williams and Tracy Hamer (Clerk)
2. **DECLARATIONS OF INTEREST:** MO/2019/1143/CC Cllrs Preedy, Laverty & Pickard – all non-pecuniary.
3. **OPEN PUBLIC FORUM:** Three topics were discussed.

CHURCH LANE NURSERY SITE: Cllr. Pickard reported that she had spoken recently to the developers who plan to prepare an application before the end of the year. In response to questions, she confirmed that we are confident that the owners are aware of the situation at Headley Court. It was noted that, following the Open Day and discussions in January, the Parish Council had requested that the plans be reworked with a slightly smaller number of dwellings.

SPEEDING ON ROADS IN THE VILLAGE: Concerns were expressed about the risk, especially to horses and their riders, of speeding in the village – especially early in the morning. A number of suggestions were made, including reinstating speed cameras, investigating whether “optical illusion 3-d bumps” might be permissible without the need for street lighting, and more graphic coverage of the impact on horses at speed awareness training. There was some support for introducing a 40-mph zone in the entire area of lanes between Leatherhead, Epsom, Reigate and Dorking – similar to the long-standing scheme between Dorking and Gatwick – so that drivers approach the village in a calmer frame of mind. There was also a request to move the signs warning of horse-riders at the approach to the Forge to give more slowing-down space to help riders coming down from the footpath on Oyster Hill.

Cllr. Preedy also reported the latest plans for SES for replacing the water mains. The current work on Tot Hill is due for completion in August, but current plans are for Church Lane to be closed from Jan-Apr 2020 and Headley Common Road from May-Sep 2020. It was agreed that representations be made to SES Water to revisit their plans to reduce the disruption and to improve management of the Slough Lane/Tumber Street shortcut. The impact on the bus service was also noted.

HEADLEY COURT: Cllr. Pickard reported that there has been little substantive update since the Open Day at the start of July. Apparently, the new owners have received several expressions of interest in the part of the site including the listed building. The owners are planning a further Open Day in the Autumn with a view to submitting a planning application around the end of the year. She also explained the Parish Council’s intention to hold its own village meeting in September to ensure that residents understand the planning rules that any new proposal needs to meet and that the Parish Council has a clear view of residents’ areas of concern. Also, that the Council is building an email list to facilitate communications with residents.

In discussion the following areas were identified as being of concern:

- Protection of the Green Belt and the rural nature of the village, including its road system;
- Levels of additional traffic likely to be generated;
- The proposed density of housing;
- Probable lack of new affordable housing for the community;

- Overall scale of the development and impact of construction;
 - Lack of footpaths connecting to the rest of the village
3. **CO-OPTING TWO NEW PARISH COUNCILLORS:** The Council minuted the co-option of two new councilors during the statutory period following May's election. Cllr Preedy welcomed Cllrs Steventon and Coe. He also reported that MVDC is working to ensure that Declarations of Interest are correctly posted on their website.
4. **MINUTES:** Minutes of the meeting dated 20th May 2019 were read and approved. Proposed by Cllr. Laverty and seconded by Cllr. Pickard and unanimously agreed
5. **MATTERS ARISING:**

CHURCH LANE NURSERY SITE: See item 3.

WEBSITE: There was a discussion of the 3 tenders for the new Web-site; Cllr Preedy noted that he was awaiting feedback from a current user of the Netwise solution. Cllr Pickard proposed we opt for Netwise.co.uk, seconded by Cllr. Furr and agreed unanimously, provided there is no compelling reason against from the user feedback. The Clerk was authorised to spend the £899 quoted and asked to arrange implementation as rapidly as possible so the new web-site is up-and-running to support communications around the Headley Court development.

6. **FINANCE:**

Cllr Laverty reported that he had checked the reconciliation of the bank accounts dated 22nd July 2019 on that date. He reported that the new system has improved the reconciliation process.

The financial statement was reviewed and the following comments noted:

- The note on Clerks mileage should refer to 31.03.19.
- The entry of £197.19 for subscriptions and donations should be allocated to SALC membership
- The PC needs to re-assess if the anticipated receipts for the MVDC recreation grant should be reduced in line with the first payment
- We need to establish a £500 reserve for playground equipment as agreed at the May meeting

PAYMENTS: The following payments have been made since the last meeting:

Date	Payee	Chq no	Amount
20/06/19	Tracy Hamer – June Salary	DD	379.43
20/07/19	Tracy Hamer – July Salary	DD	379.43

Approval was requested for the following payments:

Date	Payee	Chq no	Amount
29/07/19	Tracy Hamer – June/July Expenses	740	25.00
29/07/19	Headley Village Hall – July HPC Meeting	741	37.00
29/07/19	Headley Village Shop – Meeting Refreshments	742	12.00
29/07/19	NJ Birch – Strimming	743	930.00
29/07/19	MVDC Broome Close Land Rental	744	50.00
29/07/19	Satswana Annual Fee	745	180.00

29/07/19	Annual donation to the Parish Magazine	746	100.00
29/07/19	SSALC – Chairs Networking Day	747	108.00

Approval for the above expenditure was agreed – proposed by Cllr Preedy and seconded by Cllr Pickard.

7. **MAINTENANCE:**

PLAYGROUND:

- Cllr Preedy reported that the table top needs to be replaced as some of the bars for securing the top have been removed. **TH to action.**
- The shrub near the Spinney gate had grown rapidly and the thorns present a risk. Cllr Laverty has agreed to prune it.
- It was agreed that following Cllr Williams last month in August, we should publish a new rota to include new Councillors. **TH to action.**

FOOTPATHS AND GRIT BINS:

- Cllr. Laverty reported that the hedges adjoining the Tar Path are very overgrown. He will try to contact the landowners informally, but if he cannot do so, the Clerk will write to them.

HIGHWAYS AND PEBBLE HILL JUNCTION: Cllrs Preedy and Pickard reported that Lodgebottom Lane hedges are badly overgrown. Cllr Preedy to report to Surrey Highways. Cllr Preedy reported that the Clay Lane/Tilley Lane junction is due to be re-surfaced on 19th August and then the white line will be restored. Several Councillors had been told of near misses at that junction. Cllr Preedy agreed to request temporary signage be erected to warn drivers approaching on Clay Lane from the North to slow down.

8. **PLANNING:**

GENERAL PLANNING ISSUES: Cllr Preedy noted the formation of a Planning Working Group comprising Cllrs Pickard, Laverty, Coe & Steventon who will lead on planning issues especially where communications with developers are required. This will enable Cllr Preedy to keep an arm's length relationship as befits his role as Chair of the Development Management Committee at MVDC.

It was agreed that future submissions to MVDC relating to planning applications should be made in the name of the Clerk and that a member of the planning Working Group should submit the agreed text to her. It was agreed that we need to establish a protocol for public announcements:

- New items for the Web-site should be circulated for review by all councillors with 48 hours turn-around
- Cllr Laverty (as Vice-Chair) agreed to act as spokesperson for any Press contacts around planning issues; where practical he will seek approval by circulating our position for review with 48-hour turn-round; however, it is recognised this may not always be possible.
- Cllr Preedy agreed to seek out useful contacts in local press for future reference

HEADLEY COURT: In addition to the discussion at the Open Forum, the Council discussed communications with the community. Cllr Steventon outlined the Communications Plan including

a public meeting in September with two objectives:

- To enable the Mole Valley planning officers to outline the planning policies that apply to the site – using the 2017 brownfield site assessment as a guide
- To capture residents' view on the concerns they have regarding the development and on any local improvements they would like to see from it.

This was agreed provided the key MVDC officers could attend. Action Cllr Preedy to secure agreement from Mark Turner at MVDC. Cllr Steventon also agreed to engage with new residents as they start moving into Dale View/Cunliffe Close.

9. **CURRENT PLANNING APPLICATIONS:**

MO/2019/0905/PLAH - Burley Cottage, Headley Common Road KT18 6NE - Change of use of outbuilding from office and games room to a self-contained residential annexe.

MO/2019/0900/PLA - St Mary's Parish Church, Church Lane, Headley KT18 6LQ - Erect single storey extension to north elevation.

MO/2019/0859/PLAH - Hookwood Cottages, Hurst Lane, Headley KT18 6EA - The installation of a Premier Tech SAF sewage treatment plant in place of the existing failing brick-built trickle filter system, in the same location as the existing.

MO/2019/1143/CC - Tunbarr, Tot Hill Lane, Headley KT18 6PQ - Variation of condition 15 of approved planning permission MO/2018/1439 for erection of 2 No. replacement dwellings, one with integral garage and one with carport, following demolition of the existing dwellings and garage, in order to allow submission of drainage details after demolition instead of before demolition.

MO/2019/1158/PLAH - 2 Heath Farm Cottages, Church Lane KT18 6LD - Erection of conservatory at rear.

MO/2019/1155/DEA - Dean Wood, Off Lodgebottom Road RH5 6DG - Erection of a building of 7.4 metres x 3.1 metres for the storage of forestry management equipment and tools.

MO/2019/1301/DEA - Dean Wood, south of Lodgebottom Road, Headley, Surrey - Prior notification for alterations to an existing farm track.

Various Councillors expressed some concern about the scale of the proposals for this small part of woodland. Cllr Preedy noted that this section is excluded from the AoNB, but in the AGLV. It was agreed that the Council's submission should express concern if the new owners intend commercial exploitation of this woodland.

MO/2019/0376/PLA - **APPROVED WITH CONDITIONS** - Heath Farm, Headley Common Road KT18 6ND - Erection of replacement dwelling, to include basement area to house plant room and associated equipment, also remove one outbuilding and one shed.

MO/2019/0701/PLAH - **WITHDRAWN** - Farriers, Tilley Lane, Headley KT18 6EE - Erection of a three and a half bay oak framed and timber clad garage with room over accessed by an external staircase.

MO/2019/0674/TFC - **APPROVED WITH CONDITIONS** - The White House, Headley Grove KT18 6NR - Reduce one Beech tree (marked T1 on submitted plan) by 4 metres.

MO/2019/0776 PCL - **REFUSED** - 2 Heath Farm Cottages, Church Lane KT18 6LD - Certificate of lawfulness for a proposed development in respect of the erection of a conservatory.

MO/2019/0651 TFC - **APPROVED** - 10 Hurst Close, Headley KT18 6DZ - Remove one Sycamore tree (marked T1 on submitted plan).

MO/2019/0859 PLA - **APPROVED WITH CONDITIONS** - Hookwood Cottage KT18 6EA - The installation of a Premier Tech SAF sewage treatment plant in place of the existing failing brick built trickle filter system, in the same location as the existing.

MO/2019/0900 PLA - **APPROVED WITH CONDITIONS** - St Mary's Parish Church, Church Lane, Headley KT18 6LQ - Erect single storey extension to north elevation.

MO/2019/0905 PLAH - **APPROVED WITH CONDITIONS** - Burley Cottage, Headley Common Road KT18 6NE - Change of use of outbuilding from office and games room to a self-contained residential annexe.

10. **OTHER PARISH COUNCIL ACTIVITIES:** It was agreed that the Council should support the Clerk to secure a CILCA qualification with costs to be shared with new employer on a pro-rata basis - proposed by Cllr Pickard, seconded by Cllr Lavery. Cllr Preedy pointed out that this would entitle the Council to declare the Power of General Competence which might be useful over the coming uncertain years, especially if we have CIL or other funding to create new infrastructure.
11. **REPORTS FROM OTHER BODIES:** Nil.
12. **CONSULTATIONS:** Nil.
13. **QUESTIONS FROM PARISH COUNCILLORS:** Nil.

The meeting closed at 10.30pm.

The next meeting will be held on Monday 30th September at 7.30pm in The Village Hall.

Signed: Chairman

Dated:.....