

## HEADLEY PARISH COUNCIL

Minutes of the meeting held on Monday 25<sup>th</sup> September 2017

**Present:**

Cllr. David Preedy (Chairman)

Cllr. Jon Laverty

Cllr. Pickard

Cllr. Suzanne Lewis (part time)

Cllr. Erin Sheridan

Cllr. Vivienne Williams

Cllr. Paul Furr

Clerk Tracy Hamer

**1. APOLOGIES**

District Councillor Ladell.

**2. OPEN PUBLIC FORUM**

No members of the public in attendance.

**3. DECLARATIONS OF INTEREST**

Cllr. Preedy – see item 7; MO/2017/1608/TFC and MO/2017/1592/PLAH

**3. MINUTES OF LAST MEETING DATED 31<sup>ST</sup> JULY 2017**

Approval of the minutes of the meeting proposed by Cllr. Sheridan and seconded by Cllr. Lewis.

**4. MATTERS ARISING**

**Fundraising for new ramp at Village Store** – Cllr. Pickard reported that fundraising efforts are still ongoing and a further £2,000 is required for work to commence.

**Strimming contract** –The Parish Council has asked for 3 companies to tender for a new contract. Only one company has so far submitted a response. Advice to be sought from SSALC to confirm if further tenders are required.

**TH to action.**

**Church Lane Nursery** - Cllr. Preedy explained that the Memorandum of Understanding has been signed and the Housing Needs Consultation Survey will be distributed to all residents asap and made available on the Headley Website. Results will be available for discussion at the November 2017 HPC meeting.

**BDO Audit Results** - Cllr. Preedy explained that the external auditor had qualified the Annual Return for the Year Ending 31<sup>st</sup> March 2017. It had noted that in the future, the Council complies with the requirement to receive borrowing approval in accordance with the Local Government Act Schedule 1 para 2. The advice will be noted in the next review of the Financial Standing Orders. Proposed by Cllr. Pickard, seconded by Cllr. Sheridan and unanimously agreed.

**Litter Pick** – Confirmed and advertised via website and parish magazine Saturday 14<sup>th</sup> October, 10am to 12.30pm, meet at the Village Hall.

**SALC AGM and Joint Autumn Conference** - Cllr. Preedy and Cllr. Lavery to attend. Cllr. Lavery elected as Surrey ALC AGM Representative. Proposed by Cllr. Sheridan, seconded by Cllr. Pickard and unanimously agreed.

**2018 HPC Meeting and AVM Dates** – Dates confirmed as follows. TH to circulate via email.

- Monday 29th January
- Monday 26th March
- Wednesday 16th May - AVM
- Monday 21st May
- Monday 30th July
- Monday 24th September
- Monday 26th November

## FINANCE

- i) The Financial Statement was reviewed. Cllr. Preedy noted that recent conversations with MVDC are ongoing to understand the possible impact on the Council's Precept following the closure of Headley Court.
- ii) Cllr. Preedy reported that MVDC has proposed changing the Concurrent Service Grant to avoid the need to give the Council a grant and then invoice the Council for grass cutting in the playground. He proposed that the Council accepts the MVDC suggestion and this was agreed.
- iii) Cllr. Lavery reported that he had checked the reconciliation of the bank accounts dated 15<sup>th</sup> August 2017 on 22<sup>st</sup> September 2017.

## Payments

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

Date	Cheque No.	Payee	Service	Amount
21/08/17	Direct Debit	Surrey Community Action	Clerk's August Salary	336.80
20/09/17	Direct Debit	Surrey Community Action	Clerk's September Salary	336.80

The Clerk requested approval for the following payments:

Date	Cheque No.	Payee	Service	Amount
25/09/17	658	Headley Village Hall	July PC Meeting Village Hall Hire	36.00
25/09/17	659	Headley Village Stores	July PC Meeting Tea/Coffee	17.55
25/09/17	660	Tracy Hamer	Aug/Sep 2017 Clerks Expenses	46.00
25/09/17	661	BDO	2016/17 Audit	120.00
25/09/17	662	SALC	Subscriptions 2017/18	190.57

Approval for the above expenditure was agreed - proposed by Cllr. Furr and seconded by Cllr. Williams.

## 5. MAINTENANCE

### i) Playground

- Netting: Cllr. Furr to submit invoices for completed work.
- Cllr. Williams noted damage to the Quad Rider.

**TH to investigate terms of warranty.**

### ii) Footpaths

Cllr. Preedy to provide the Clerk with details of land owners regarding the hedges which currently restricts the access behind Ash House.

**TH to action.**

### iii) Highways

Cllr. Lewis reported sustained damage to the road at Clay Lane/Lea Green Lane junction. The road is very worn and bumpy.

## 6. HEADLEY COURT

Cllr. Preedy to circulate electronic copy of Headley Court plan which indicated all buildings on the site and the different planning permissions associated with each one. Cllr. Williams expressed general concern regarding security of the area once MOD operations cease in Autumn 2018. TH to collate all questions/queries/answers from local residents and councillors.

## 7. PLANNING

**MO/2017/1318/PNQ** – Heath Farm, Headley Common Road, Headley KT18 6ND – Prior notification of for the change of use of an agricultural building to 1 dwelling.

**MO/2017/0631/PCL** – Old Court, The Drive, Leatherhead KT22 8QW – Proposed certificate of law-fulness in respect of construction of detached leisure building and indoor swimming pool. Appeal lodged.

**MO/2017/0633/PCL** – Old Court, The Drive, Leatherhead KT22 8QW – Certificate of lawfulness for a proposed development in respect of the erection of a single storey gym and garden room. Appeal lodged.

**MO/2017/1445/ECL** – Old Court, The Drive, Leatherhead KT22 8QW – Certificate of Lawfulness for the existing use in respect of the land immediately to the south-east of the main dwelling being used as residential property for a continuous period in excess of 10 years.

**MO/2017/1522/PLAH** - Goodmans Furze, Headley Common Road, Headley, KT18 6NQ - Erection of single storey extension to coach house with other external changes to staircase and doors and single storey extension to house.

**MO/2017/1509/PLA** – Heath Farm House, Headley Common Road, Headley KT18 6ND – Erection of replacement detached dwelling.

**MO/2017/1560/PLA** - Old Court, The Drive, Surrey, KT22 8QW - Erection of 1 No. 5 bed dwelling following demolition of the existing dwelling.

**MO/2017/1608/TFC** - Saddlecombe Stud, Hurst Lane, Headley, KT18 6DY - Lift 3 No. Beech trees (marked T1 on submitted plan) to approximately 3 metres and cut back to give 2 metres clearance from building, remove 4 No. Rowan trees (T3), lift Cherry trees along drive (T4) to give 2.5 metres ground clearance, remove Beech, Silver Birch, Ash and Oak trees outside riding arena (T5), lift all mature trees on boundary with road to give 3 metres ground clearance (T6) and remove one Sycamore tree (T7). (Includes removal of one dead Cherry tree - exempt works).

**MO/2017/1592/PLAH** - Garden Cottage, Tilley Lane, Headley, Surrey, KT18 6JU - Erection of single storey extensions to north and south elevations following demolition of existing sunroom and parapet wall, and partial demolition of building at rear.

#### **Decisions considered between meetings:**

**MO/2017/0978/PLAH** – The Holme, Clay Lane, Headley KT18 6JS – Extension of single and two storey rear extensions and a single storey side extension, following demolition of single storey rear addition and outbuilding. Approved with conditions.

**MO/2017/1072** – Villans Wyk, Church Lane, Headley KT18 6LX – Outline planning application with some matters reserved, for consideration of access and layout in respect of erection of 1 two storey detached house and garage block at rear of Villans Wyk. Refused.

**MO/2017/1193/TFC** – Headley Park, Tilley Lane, Headley KT18 6EE – Removal of group of trees comprising 6 Yew trees, 2 Cupressus trees, 1 Holly tree, 1 Box tree and 2 Laurel trees (marked A on submitted plan). Approved with conditions.

**MO/2017/1194/TFC** – Headley Park, Tilley Lane, Headley KT18 6EE – Removal of 3 Cupressus trees (marked 1, 2 & 3 on submitted plan). Approved with conditions.

After some discussion of **MO/2017/1560/PLA** it was agreed that the Council should not object, provided that the use of Permitted Development Rights to secure the proposed scale of development is deemed acceptable by MVDC Planning.

## **9. OTHER PARISH COUNCIL ACTIVITIES**

None to be discussed.

## **10. CONSULTATIONS**

Proposed Car Park Charging on Surrey County Council's Countryside Estate – details can be found at [www.surreycc.gov.uk/payandconserve](http://www.surreycc.gov.uk/payandconserve). Or alternatively call 03456 009 009 or text 07860 053 465 to request a printed copy of the questionnaire.

Epsom and Ewell Local Plan – This is a partial review of the Core Strategy Housing Policies, and comments are invited on the Issues and Options stage. The Consultation Paper will be available to view and comment on from Monday 25 September 2017 until Monday 6 November 2017. Responses can be made through our interactive document on our website - [www.epsom-ewell.gov.uk/localplan](http://www.epsom-ewell.gov.uk/localplan)

#### **11. QUESTIONS FROM PARISH COUNCILLORS**

No further questions but Cllr. Lavery advised that a new Ranger is being recruited by the National Trust for Headley Heath for the next six to twelve months. This is to cover the absence of Henry Barnard, who is being internally seconded to become Area Ranger for the North Downs West region.

The meeting closed at 9.40pm.

The next meeting will be held on Monday 27<sup>th</sup> November 2017 at 7:30pm in the Village Hall

Signed.....Chairman

Dated.....