

HEADLEY PARISH COUNCIL

Draft Minutes of a **General Meeting** held on Monday 30th September 2019

PRESENT:

Cllr David Preedy – Chairman
 Cllrs Lavery, Williams, Furr, Pickard, Steventon & Coe
 Tracy Hamer - Clerk
 17 members of the public

1. **APOLOGIES:** Nil
2. **DECLARATIONS OF INTEREST:** Cllr Preedy declared a potential non-pecuniary interest in planning matters as Chair of the Development Management Committee at MVDC.
3. **OPEN PUBLIC FORUM:** Cllr Preedy explained that there are 3 areas for discussion relating to Headley Court specifically, which will be explained prior to a 30-minute public forum. He also asked if any residents in attendance wished to discuss other matters, of which the forthcoming road closures were raised.

Cllr Preedy confirmed that SES Water have agreed to meet in October to discuss the road closures associated with the essential works to replace the water main, currently proposed as January to April 2020 – Church Lane, May to September 2020 – across Headley Heath, September onwards – Boxhill triangle onwards. There is concern from local residents that the road closures will have a negative impact on local businesses and homeowners in the village. Cllr Preedy confirmed there is a level of compensation in place for local businesses. The Parish Council confirmed they do not have authority to change the plans but intend to argue strongly for changes to minimize the impact on the community and residents. The Parish Council encouraged local residents to contact SES Water directly to provide feedback and concerns.

Cllr Preedy then explained the three areas for discussion in relation to Headley Court as follows:

Information about what a Neighbourhood Development Plan (NDP) entails

Cllr Preedy explained that the Parish Council had previously considered undertaking an NDP when they were initially introduced in 2012. However, following much research it was feared that an NDP in Headley would actually weaken the protection of the village, which is currently washed over by the Metropolitan Green Belt and therefore enjoys the protected status that accompanies green belt settlements. Therefore, at the time it was felt by the Parish Council this was not an advisable route for Headley. However, the Parish Council are keen to understand what local residents would wish to achieve with the creation of an NDP now. The overriding feeling is to ensure control on the numbers of new units at Headley Court and to guarantee the village remains rural.

Local residents have requested greater cooperation between the Parish Council and residents, who have offered to provide expertise and financial support to back this up. Members of the Parish Council wished to confirm that they are more than willing to cooperate but that there is also a responsibility to ensure that all residents of Headley are equally represented and that there may be instances where the Parish Council and groups representing residents outside the Parish may diverge.

It was noted that there is some ambiguity regarding the treatment of existing buildings at Headley Court which have temporary and/or personal permissions and that there is a potential difference of opinion between MVDC and Angle Properties.

Cllr Preedy also explained the differences between an NDP (carries legal status as a planning policy document) and a Village Plan (non-official on planning but informs on local long-term community plans for village). An NDP, once approved, becomes part of the policy for planning decisions but must also be compatible with national policies.

Any latest information from Angle

Cllr Pickard confirmed no further updates at present.

Any latest information from Clerkenwell

Cllr Steventon reported that all properties at Cunliffe Close are sold and 6 are already occupied. At Dale View, of the 57 available properties, 2 have completed, and 7 are under offer.

During the Public Forum, there was also expressed concern from the equestrian community who noted that the owners of some 500 horses in the village are worried about the impact of increased traffic in the village. They have also requested the bridleway across Headley Court will now be reinstated. Surrey CC to be contacted – **TH to action.**

3. **MINUTES:** Minutes of the meeting dated 27th July 2019 were read and approved – note Cllr Williams to be removed from list of attendees. Proposed by Cllr Steventon and seconded by Cllr Pickard.

4. **MATTERS ARISING:**

WEBSITE: The Clerk shared the development site so far and reminded Councillors they need to write and submit their biography details. Once the site is populated TH will share a link with all Councillors for feedback.

2020 MEETING DATES: Dates were discussed and confirmed as follows. Should there be the need for extra meetings, these will be arranged as required. All of the below meetings will be held at 7.30pm in Headley Village Hall at 7.30pm. The Finance Meeting will be held at 10am at 12 Hurst Close, Headley KT18 6DZ.

January 27th

March 30th

April 6th – Finance Meeting

May 14th – Annual Village Meeting

May 18th – Annual General Meeting

July 27th

September 28th

November 30th

BUDGET CONSIDERATIONS: The following items were suggested for inclusion when preparing the Budget and Precept for Year Ending March 2021. The budget will be prepared and approved at the November meeting of the Full Council. **TH to action.**

Traffic calming – 2 items; speed signage and an independent traffic consultant to assess Headley Court development impact.

Neighbourhood Plan – associated expense

Social Event in the Village

5. **FINANCE:**

Cllr Laverty reported that he had checked the reconciliation of the bank accounts dated 17 September 2019 on 23rd September 2019.

The financial statement was reviewed and the following comments noted:

- The Clerk to contact MVDC to query change in recreation grant. **TH to action.**
- The risk to the precept associated with the temporary loss of housing at Headley Court is no longer valid so risk register to be updated. **TH to action.**

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

Date	Payee	Chq no	Amount
20/08/19	Tracy Hamer – August Salary	DD	379.43
05/09/19	Netwise – new website	748	899.00
05/09/19	Playdale – replacement playground equipment	749	352.80
05/09/19	NJ Birch - strimming	750	193.20
10/09/19	RBLI – newsletter printing	751	100.00
20/09/19	Tracy Hamer – September Salary	DD	379.43

Approval was requested for the following payments:

Date	Payee	Chq no	Amount
30/09/19	Tracy Hamer – August/September Expenses	752	70.98
30/09/19	Headley Village Hall – 2 x Meetings	753	74.00
30/09/19	Headley Village Shop – Meeting Refreshments	754	12.00

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

7. MAINTENANCE:

PLAYGROUND:

- TH confirmed the table top replacement is on order. New rota to be circulated.
TH to action.

FOOTPATHS AND GRIT BINS:

- Cllr. Laverty noted all paths are strimmed and clear, including the footpath off Tumber Street towards Mill Way (503) which was originally missed. The grit bins require checking before November, Cllr Preedy to send rota to Councillors to check the bins.
Cllr Preedy to action.

HIGHWAYS AND PEBBLE HILL JUNCTION: Cllrs Preedy to meet with the Surrey County Councillor for Tadworth, Walton & Kingswood to discuss proposals to increase safety at the junction. At this stage it is understood that there is no budget for any improvement there. It was also noted that the white lines at the Tilley Lane/Clay Lane junction need to be repainted. **Cllr Preedy to action.** There are also trees which obstruct sightlines on the bridleway from Oyster Wood opposite Hurst Lane. It was agreed to speak to the National Trust to remedy the problem. **Cllr Laverty to action.**

8. PLANNING:

GENERAL PLANNING ISSUES: TH to circulate Terms of Reference for the Planning Working Group. **TH to action.**

CHURCH LANE NURSERY SITE: No updates.

HEADLEY COURT: Future steps.

Discussion was focused on the best way to engage the local community. The Clerk has reported the new website will be live ASAP and will include newsletter facilities to reach those who have already registered an interest. The previous week's meeting was specifically organised by the PC to ensure residents had a good understanding of the planning process and how MVDC will consider any application. The PC also confirmed that future public meetings and open days will be planned and publicised as required. Previous example of this include public engagement for the Church Lane Nursery site which has influenced the developer to reassess the plans significantly.

The PC informed residents that MVDC is waiting to liaise with Angle Properties in regards to the temporary and personal planning consents. The PC is considering taking independent advice on this subject – the working group will establish a brief and associated costs will be researched and circulated by email for approval by Full Council (Note – Cllr Preedy to abstain from discussion unless the action is considered to be financially unviable for the Parish Council). **Cllr Coe to action.**

Discussion was once again focused on the creation of a Neighbourhood Development Plan for Headley. It was noted that the minimum time to complete the NDP is at least 18 – 24 months and it must be compatible with MVDC local planning policies and the National Planning Policy Framework (NPPF). Some of the Councillors felt the creation of a NDP should be reconsidered and it was agreed that the PC will explore a NDP but that it may not be the solution. Specifically, the PC will contact other local communities which have completed the process for advice and feedback.

A key point for consideration is sustainability – economic, environmental and social. It is important to understand the impact of sustainability on any planning application. It was agreed the Planning Working Group would explore this issue further using key detail from the NPPF.

Information is also available on the MVDC website under [Local Plans](#).

Members of the PC wish to publicise any outcome from the above meeting in the December/January issue of the Parish News – deadline mid-November. **Cllr Steventon to action.**

Feedback forms following the public meeting on the 23rd September 2019 have been collected and will be summarised. **Cllr Williams to action.**

9. CURRENT PLANNING APPLICATIONS:

MO/2019/1423/TFC - Fairacre, Headley Grove KT18 6NR - Reduce elongated branches of one Oak tree (marked T1 on submitted plan) by approx. 1.5m and reduce 2 No. large limbs which overhang roof by approximately 3m.

MO/2019/1591/PCL - Farriers, Tilley Lane KT18 6EE - Certificate of Lawfulness for a proposed development in respect of a loft conversion to include 2 side dormer windows; 2 rooflights to front roof elevation and glass to front gable.

MO/2019/1588/PLAH - Farriers, Tilley Lane KT18 6EE - Erection of conservatory to side.

MO/2019/1155 DEA - **PRIOR APPROVAL NOT REQUIRED** - Dean Wood, Off Lodgebottom - Erection of a building of 7.4m x 3.1m for the storage of forestry management equipment and tools.

MO/2019/1143 CC - **APPROVED WITH CONDITIONS** - Tunbarr, Tot Hill Lane KT18 6PQ - Variation of condition No. 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/2019/1301/DEA - **PRIOR APPROVAL GRANTED** - Dean Wood, south of Lodgebottom Road - Prior notification for alterations to an existing farm track.

MO/2019/0778/PLA - **REFUSED** - Heath Farm, Headley Common Road KT18 6ND - Erection of new tractor shed.

MO/2019/1305/PLAH - **APPROVED WITH CONDITIONS** - Garden Cottage, Goodmans Furze, KT18 6NQ - Erection of two storey rear extension and front porch extension.

10. **OTHER PARISH COUNCIL ACTIVITIES:** Nil.

11. **REPORTS FROM OTHER BODIES:** Nil.

12. **CONSULTATIONS:** Cllr Preedy noted that the next stage of the MVDC Local Plan has been delayed until January 2020.

13. **QUESTIONS FROM PARISH COUNCILLORS:**

Cllr Pickard reported that residents have questioned the apparent lack of mobile signal in the village. Cllr Williams suggested that information be sought from local residents once the new website is live, so that the village can be 'mapped' to show the most efficient mobile providers by area. **TH to action.**

Cllr Steventon raised the recent traveler incursion at Headley Court and asked why there was no early intervention from MVDC as an officer was aware of their imminent presence. **Cllr Preedy to investigate the current policy.**

The meeting closed at 10.40pm.

The next meeting will be held on Monday 25th November at 7.30pm in The Village Hall.

Signed: Chairman

Dated:.....