

## HEADLEY PARISH COUNCIL

Minutes of a **General Meeting** held on Monday 27<sup>th</sup> January 2020

### PRESENT

Cllr David Preedy – Chairman  
 Cllrs Laverty, Williams, Furr & Coe (left at 10pm)  
 Tracy Hamer - Clerk  
 14 members of the public

1. **APOLOGIES** Cllrs Pickard and Steventon

2. **OPEN PUBLIC FORUM**

Cllr Preedy updated those in attendance on the status of the following items:

**HEADLEY COURT:** It is believed the application for Element 3 will be lodged this week with MVDC. Once the application is made, the PC will deliver a newsletter to every home detailing Open Day details. Public foot paths and rights of way across the Headley Court site to be investigated for reinstatement.

**SES WATER MAIN REPLACEMENT:** Cllr Preedy explained he is currently in discussion with senior SES representatives and is highlighting the following priority issues:

- Financial impact of road closure on local businesses and the validity of the compensatory system.
- Realistic timescale and changing priority of the work to ensure improvements
- Confirmed signage is updated to include local businesses are open and not affected.

In addition, Cllrs Furr and Laverty confirmed they will liaise with the SES Project Manager fortnightly and updates will be posted on the PC website. Local residents noted cyclists have disregarded the barriers – Cllr Preedy to contact local cycling groups to update them.

The Clerk asked residents to forward any day to day complaints and/or operational incidents by email to [clerk@headley-pc.gov.uk](mailto:clerk@headley-pc.gov.uk) so they can be formally logged with SES Water.

**SPRINGFIELD PLANNING APPLICATION MO/2019/2258/ECL:** Cllr Preedy requested that residents should submit any evidence regarding the planning application directly to MVDC.

**CHURCH LANE NURSERY PLANNING APPLICATION:** The Parish Council confirmed they are not in a position to comment on or support any scheme until the application has been formally lodged with MVDC.

3. **DECLARATIONS OF INTEREST**

Cllr Laverty MO/2019/2282/PLAH  
 Cllrs Williams and Furr MO/2019/2208/PLAH  
 Cllr Preedy read out Cllr Pickard's updated Members Interests (see Appendix 1).

3. **MINUTES** of the meeting dated 25<sup>th</sup> November 2020 were read and approved.  
 Proposed by Cllr Preedy and seconded by Cllr Laverty.

4. **MATTERS ARISING**

**WEBSITE:** The Clerk confirmed the development site is finished and will be imminently live.

**PARISH COUNCIL APPROACH TO HANDLING PLANNING APPLICATIONS:** Cllr Preedy confirmed he will not chair the Mole Valley Development Management Committee for items relating to both Headley Court and Church Lane Nursery. The following was proposed and

unanimously agreed for all future applications:

**Major Applications Planning Group** including Cllrs Preedy, Furr, Coe and Steventon to form working group to work on larger application including Headley Court and Church Lane Nursery.

Cllrs Laverty and Pickard will lead on lesser applications on a weekly basis and the Clerk will submit comments to MVDC. Cllr Preedy will not participate in Parish Council discussions on the lesser applications to avoid a conflict of interest should they come before the Mole Valley Development Management Committee.

REVIEW STANDING ORDERS, FINANCIAL REGULATIONS, ASSET REGISTER & RISK REGISTER: The Risk Register will be updated to note a potential risk associated with potential loss of precept associated with the unsold properties at Dale View. The Financial Regulations will be reviewed with the Internal Auditor in April 2020. No changes were made to the Standing Orders or Asset Register. Proposed by Cllr Preedy and seconded by Cllr Laverty.

## 5. FINANCE

RECONCILIATION OF ACCOUNTS: Cllr Laverty reported that he had checked the reconciliation of the bank accounts dated 14<sup>th</sup> January 2020 on 17<sup>th</sup> January 2020. The financial statement was reviewed and no concerns were noted (see Appendix 2).

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

Date	Payee	Chq no	Amount
20/12/19	Staff Salary December 2019	DD	787.77
20/01/20	Staff Salary January 2020	DD	379.43

Approval was requested for the following payments:

Date	Payee	Chq no	Amount
27/01/20	December/January Clerks Expenses	761	43.40
27/01/20	Headley Village Hall – January Meeting	762	37.00
27/01/20	Headley Village Shop – Meeting Refreshments	763	12.50
27/01/20	SCA – Payroll Costs	764	24.00
27/01/20	SLCC Annual Fee	765	109.00

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

## 7. MAINTENANCE

PLAYGROUND: TH to redistribute the rota and form.

FOOTPATHS AND GRIT BINS: Cllrs Preedy and Laverty confirmed the grit bins are currently well stocked.

HIGHWAYS AND PEBBLE HILL JUNCTION: Cllr Preedy to follow up with County Councillor Jeff Harris; if nothing progresses from these discussions, then the Parish Council will consider setting up a petition for residents to express their concerns. **Cllr Preedy to action.**

## 8. PLANNING

GENERAL PLANNING ISSUES: See Item 4.

CHURCH LANE NURSERY SITE: See Item 2.

HEADLEY COURT: See Item 2.

## 9. CURRENT PLANNING APPLICATIONS:

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

MO/2019/2208/PLAH - Gum Nut Cottage, Headley Grove, Headley KT18 6NR - Link extension and conversion of garage to habitable accommodation – Appendix 3. See Appendix 2.

MO/2019/2282/PLAH - Goodmans Furze, Headley Common Road, Headley KT18 6NQ - Erection of single storey rear link, two storey extension and replacement loggia – Appendix 3.

MO/2019/2258/ECL - Springfield, Church Lane, Headley KT18 6LG - Certificate of Lawfulness for the existing use of former stable as a residential dwelling for a period in excess of 4 years. See Appendix 2.

MO/2019/1895/PLAH - 1 Cunliffe Close, Headley KT18 6EG - Erection of a two-storey side and rear extensions following demolition of attached garage - **REFUSED**

MO/2019/1951/PLAH - Woodside Cottage, Tumber Street, Headley KT18 6PA - Two storey side extension (part enveloping existing single storey structure) with single storey front projection; erection of two storey rear extension set into bank and erection of front entrance porch - **REFUSED**

MO/2019/1997/PLAH - 3 Church Lane, Headley KT18 6LP - Erection of a detached garage and single storey rear extension - **APPROVED WITH CONDITIONS**

10. **OTHER PARISH COUNCIL ACTIVITIES:** Spring Litter Pick 3pm – 5pm and drinks in the local pub afterwards to be organised for Saturday 28<sup>th</sup> March. **Cllr Williams to action.**

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

## 12. CONSULTATIONS:

- Draft 5-year affordable housing strategy – **DP to draft response** and circulate.
- Ride London Survey - **DP to draft response** and circulate.
- MVDC Draft Local Plan – Submission to be agreed at the next PC Meeting
- Epsom & St Helier Hospitals – no PC response required

## 13. QUESTIONS FROM PARISH COUNCILLORS:

Cllr Williams noted there has been repeated fly tipping of green waste in the road on Lodge Bottom Lane. **Cllr Preedy to raise with MVDC.**

Councillors noted an extra meeting would be required following the Headley Court Open Day to formally review the PC submission and to review the Draft Local Plan. This will be held at 7.30pm on Monday 9<sup>th</sup> March in The Village Hall.

The meeting closed at 10.30pm.

The next meeting will be held on Monday 9<sup>th</sup> March at 7.30pm in The Village Hall.

Signed: ..... Chairman

Dated:.....

## Appendix 1

KINGSBARN  
TOT HILL  
HEADLEY  
SURREY KT18 6PU  
TEL: 01372 377331  
Email: jane@michaelpickard.co.uk

To Members of Headley Parish Council

10 January 2020

Dear All

**Lady Pickard – Alleged Conflict of Interest**

I attach my notification of pecuniary and other interests for the information of Council members – I do this because it has been stated at a public meeting that I have a conflict of interest in respect of the future of planning proposals for Headley Court.

I do not believe I have any conflict of interest – both the Chairman and the Clerk of the Council support this view and I entirely happy to answer any questions that any member of the Council may have should they wish to do so.

However, I do think it is important there is clarity on this issue for any future debate that is certain to occur in respect of Headley Court planning proposals.

Yours Sincerely



Lady Jane Pickard

Appendix 2 – PC submissions to MVDC

24<sup>th</sup> January 2020

**Ref: MO/2019/2208/PLAH – Gum Nut Cottage, Headley KT18 6NR**

*Link extension and conversion of garage to habitable space*

Please see below comments regarding this application from Headley Parish Council following consideration of the application.

We note that the property has already been extended beyond the percentage permitted for properties in the Green Belt and this application will increase the percentage even more. However, in view of the special circumstances relating to the applicant's illness we do not object on the basis this does not set a precedent for any future developments in the village.

The Parish Council sincerely hope that these comments are helpful to your deliberations.

Kind Regards,

Tracy Hamer  
Clerk - On behalf of Headley Parish Council

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3<sup>rd</sup> February 2020

**Ref: MO/2019/2258/ECL - Springfield, Church Lane, Headley KT18 6LG**

**Certificate of Lawfulness for existing use of former stable as residential dwelling for period in excess of 4 years.**

Please see below comments regarding this application from Headley Parish Council following consideration of the application.

The Parish Council have been advised by various residents adjoining and walking alongside the footpath by the property that they do not consider that the applicant has lived in the property for the full 4 years. Therefore, we strongly recommend that the Planning Department interrogate the evidence provided by the applicant very closely.

The Parish Council sincerely hope that these comments are helpful to your deliberations.

Kind Regards,

Tracy Hamer  
Clerk - On behalf of Headley Parish Council