

# BUCKLAND PARISH COUNCIL

Minutes of a Meeting held at 8pm on Monday 8<sup>th</sup> November 2021 in Buckland Reading Room.

## **Present:**

Cllrs Horden, Husband (Chair), Jones, Pryor, and Steed.

## **In attendance via zoom**

The Clerk.

### **1. Apologies for Absence**

(156) Cllrs Bourke and Cox. Council **resolved** to approve the reason for Cllr Cox's absence. Mole Valley District Council (MVDC) Cllrs Paul Potter and Simon Budd and Surrey County Council (SCC) Cllr Helyn Clack

### **2. Declarations of Interest**

(157) None.

### **3. Requests for Dispensations**

(158) None.

### **4. Minutes**

(159) Council **resolved** to approve the Minutes of the Meeting held on Monday 18<sup>th</sup> October 2021. The minutes were duly signed by the Chair as a correct record.

### **5. Open Forum**

(160) Cllr Husband welcomed two residents to the meeting.

*Cllrs Steed and Horden joined the meeting.*

(161) A resident of Middle Tower, Buckland Court Stables, advised

- (i) he had secured a piece of land, within the wider curtilage of Buckland Court Stables, on which to park a vehicle, adjacent to the parking allocated to Church View, Buckland Court Stables; and
- (ii) intends to submit a planning application to MVDC to remove the condition attached to the current planning permission that requires the ground floor of Middle Tower to be retained as a parking space.

Cllr Husband thanked the resident for taking the time to attend to update Council.

### **6. Planning**

#### **New Planning Applications**

(162) MO/2021/1925: Removal of existing outbuilding and replace with garden building at Cop End, Old Road, Buckland, Surrey, RH3 7DY Council **resolved** to ask MVDC to accord significant weight to any concerns expressed in representations submitted by close neighbours and, if minded to grant retrospective permission, to:

- (i) attach a condition to limit use of the garden room to purposes ancillary to the residential use of the dwelling and specifically exclude use of the garden room as a separate unit of residential accommodation; and
- (ii) highlight the need to comply with building regulations and ensure surface water runoff is managed responsibly.

(163) SCC/2021/0143: Replacement of lifeguard facility building at Buckland Park Lake, Park Lake Drive, Buckland, Surrey RH3 7FE. Council **resolved** to request conditions be attached to any permission granted to:

- (i) prevent a similar temporary building being subsequently erected in addition to the proposed replacement structure; and
- (ii) require any lighting within or attached to the proposed building to be obscured before sunset or limited to non-white night lights.

## Planning Notifications

(164) Council noted the following Local Planning Authority planning notifications:

- (i) MO/2021/1223: Erection of a single storey rear/front extension, side roof dormer extension following demolition of conservatory and partial demolition of garden store at 8 Tranquil Dale, Buckland, RH3 7EE. Approved with conditions.
- (ii) MO/2021/1706: Remove one poplar to ground level, reduce two poplars by one metre and crown reduction of one beech by up to two metres at Joker's Moon, Dungates Lane, Buckland, RH3 7BD. No objection.
- (iii) MO/2021/1748: Remove one holly tree to ground level at St Mary the Virgin Church, Reigate Road, Buckland, RH3 7EA. No objection.
- (iv) MO/2021/1863: Application made for the issue of a Certificate of Lawfulness for a proposed development in respect of a single storey rear extension at Vine Lodge, Old Road, Buckland, Surrey, RH3 7DZ. Refused.
- (v) MO/2021/1614: Erection of ground, first and second floor extensions at Coombe Hayes, Pebble Hill Road, Betchworth, Surrey, RH3 7BP. Refused.

(165) Council noted:

- (i) SCC had invited residents and local organisations to nominate local heritage assets for inclusion on a new local heritage list for Mole Valley;
- (ii) assets included on the list (often referred to as a local listing) are not protected in the same way as listed buildings but can be afforded protection through the planning system as 'non-designated heritage assets';
- (iii) the list can include any building, monument, site, place, area, or landscape which has heritage significance provided it is not recognised by another designation; and
- (iv) once adopted, the list will be maintained and managed by MVDC.

Council **resolved** to nominate the oak bus shelter opposite the village shop and the village sign. **Action:** Clerk to submit the two nominations and issue a reminder within a parish update to encourage residents to nominate assets they believe worthy of conclusion.

## 7. Highways, Railways, Airports and Rights of Way

### SCC – Highways

(166) Council noted SCC Highways, responding to a request from Council, had recently advised:

- (i) speed surveys were undertaken in May and September 2021 on the section of A25 Reigate Road between Betchworth roundabout and the parish boundary;
- (ii) as the results of the two surveys complies with the SCC Policy for Reducing Speed Limits, SCC Highways is willing to support Council's request for the speed limit to be reduced from 50mph to 40mph;
- (iii) Surrey Highways will ask the SCC Mole Valley Local Committee, when it meets on 10<sup>th</sup> November 2021, to approve a proposal to reduce the speed limit between Betchworth roundabout and the parish boundary from 50mph to 40mph; with a target completion date of 31<sup>st</sup> March 2022.

(167) Council noted several residents had recently contacted SCC Cllr Clack to complain about the adverse impact the use of the A25 Reigate Road as a diversion route for the M25 is having on their ability to get a good night's sleep and their concern about the long-term impact this could have on their wellbeing.

Council **resolved** to accept Cllr Steed's offer to approach National Highways to seek clarification as to (i) the criteria being used to determine a full closure is necessary to accommodate planned works (as opposed to partial closure using traffic management), (ii) how far in advance diversions can be advised to residents living along the diversion route to at least allow them to prepare for disrupted sleep.

- (168) Council noted commencement of work to reconstruct the section of A25 footway extending east from the Shell garage, work that Council had been asking SCC Highways to schedule for a period in excess of ten years. **Actions:** Clerk to include an item in the December parish update to thank those residents who have submitted enquiries relating to this section of footway and to encourage residents to continue to engage with SCC Highways to increase the likelihood of further work being undertaken in Buckland.
- (169) Council **resolved** to approve the Clerk's recommendation to schedule the budgeted winter clearance work to cut back any build-up of earth and vegetation from footways along the southern edge of the A25 Reigate Road, heading east from the welcome gates west of Tranquil Dale.

## **Airports**

- (170) Council **resolved** to delegate authority to the Clerk to submit a response to the Gatwick Airport Limited consultation on dual runway proposals (closing date 1<sup>st</sup> December 2021). **Action:** Clerk to consult with Cllr Cox when drafting the response to:
- (i) focus Council's response on the impact the proposals can be expected to have on our community;
  - (ii) emphasise likely impact on infrastructure, local transport links, housing need and servicing the projected growth in population;
  - (iii) include a reference to Council's reliance on the expertise of the Gatwick Area Conservation Campaign team's analysis of the technical information set out in the consultation documents; and
  - (iv) copy the document direct to the DfT unless the Development Consent Order process will require all responses to this consultation to be appended to any submission.

## **8. Amenities**

- (171) Council **resolved** to approve a proposal to submit a planning application to MVDC to enable tree surgeons to be instructed to reduce the crown of the willow tree, located on Buckland Village Green and within the Conservation Area, by c.35%; work that can be expected to reduce the height of the willow tree by 3.5 metres. **Action:** Clerk.
- (172) Council **resolved** to record a vote of thanks to Alan Brindley for renovating the flagpole and to Martin Boyce and Alan Pryor for assisting with returning it to its Village Green location in time for Remembrance Sunday.
- (173) Council **resolved** to record a vote of thanks to Alan Pryor and Martin Boyce for installing large poppies and a soldier silhouette to coincide with the Royal British Legion Poppy Appeal. The Clerk confirmed they will be removed shortly after Remembrance Sunday, which falls on 14<sup>th</sup> November 2021 and retained for re-use.
- (174) Council **resolved** to approve a grant of £56.40 to allow the volunteer webmaster to instruct Design Lynx to make a change to the village website contact form to add a field to allow photographs to be uploaded.

## **9. Finance and Risk Management**

### **Account Payments and Receipts**

- (175) Council noted Cllr Jones had verified the bank balances entered on the Q2 bank reconciliation against the bank statements and having reviewed the cashbook against the bank reconciliation, signed the cashbook to confirm no anomalies had arisen during the period 1<sup>st</sup> June 2021 – 30<sup>th</sup> September 2021.
- (176) Council noted financial schedules circulated in advance of the meeting had included a year-to-date cash book and analysis versus budget and bank reconciliation.

- (177) Council noted the following budgeted payments issued since the September meeting:
- (i) Eventbrite £38.93 including £6.49 Vat,  
Cllr Bourke – Levelling up the environment through biodiversity;
  - (ii) Amazon Services Europe SARL £57.50 including £9.60 Vat,  
Tools re amenity maintenance;
  - (iii) Screwfix £34.90 including £5.81 Vat,  
Tools re amenity maintenance;
  - (iv) HMRC £52.75,  
PAYE liability re October salary payment;
  - (v) WEL Medical £43.20 including £7.20 Vat,  
Defibrillator pads.
- (178) Council **resolved** to approve the following payments:
- (i) Amazon Services Europe SARL £72.99 including £12.17 Vat,  
Replacement Shredder;
  - (ii) Amazon Services Europe SARL £19.99 including £3.34 Vat,  
Webcam to support remote attendance at council led meetings;
  - (iii) Microsoft £79.99 including £13.33 Vat,  
Licence renewal for Microsoft 365
  - (iv) G Burley & Sons Ltd £304.70 including £50.78 Vat,  
Two cuts in September and one cut in October;
  - (v) St Mary’s Buckland Reading Room £60.00  
Hall hire : 13<sup>th</sup> September, 18<sup>th</sup> October, and 8<sup>th</sup> November.
  - (vi) Martin Boyce, Volunteer Webmaster £56.40;  
Grant to fund a functional change to the village website contact form;
  - (vii) Sheena Boyce £11.97 including £0.34 Vat,  
Salary adj re lower HMRC 20p and reimbursement of Council expenses;
  - (viii) HMRC £52.75,  
PAYE liability re November salary payment.
- (179) Council noted that £62.50 donations, generated through the sale of walk booklets, had been received into the Parish Council bank account since 13<sup>th</sup> September 2021.

## **10. Formalities**

### **Local Boundary Commission for England (LGBCE) Review of MVDC Ward Boundaries**

- (180) Council discussed the LGBCE consultation materials and noted:
- (i) the LGBCE had recently announced it is minded to support a MVDC proposal to reduce the number of Mole Valley councillors to thirty-nine and retain "elections by thirds";
  - (ii) whilst wards in MVDC currently have one, two or three councillors; under current legislation, the MVDC decision to opt to retain elections by thirds will now require all wards to be served by “a multiple of three members” to ensure electors are impacted equally at each election;
  - (iii) as the MVDC ward of Brockham, Betchworth and Buckland (the 3Bs) is currently served by two District Councillors change is inevitable; and
  - (iv) the LGBCE target electorate for a three-member ward is 5826 electors and a ward comprising the 3Bs, and the current one-member ward of Boxhill and Headley would deliver an electorate of 5831.
- (181) Council **resolved** to record its strongly held view that the 3Bs need to remain within the same ward following the LGBCE review.

- (182) Council, having identified potential synergies between Boxhill and Headley and the 3Bs, **resolved** to:
- (i) accept an offer from the Chair to make initial contact with Headley Parish Council and to thereafter contact Brockham and Betchworth Parish Councils to clarify their positions;
  - (ii) delegate authority to the Clerk to draft a response, and, subject to first consulting with Councillors, to submit Council's response to the LGBCE in advance of the 6<sup>th</sup> of December closing date; and
  - (iii) to highlight the consultation to residents in the December parish magazine and to provide updates to the village via the email group to encourage residents to express their views by responding to the LGBCE invitation.
- (183) The crime report provided by Surrey Police had advised two crimes, one domestic incident and one public order offence since 13<sup>th</sup> September 2021. A further six incidents were recorded: three vehicle related on the A25, one missing person found safe and well, one enquiry relating to surrendering unused firearms and one suspicious circumstances.
- (184) Council noted that updates issued by NALC, Surrey ALC, SCC, MVDC, Surrey Police, Surrey Hills Society, GACC and Gatwick Airport Limited had been circulated to Cllrs and key information published within Parish Updates and on the village website.

#### **11. Date of next Council Meeting**

- (185) Council noted the next meeting of Buckland Parish Council is scheduled to be held in the Reading Room as an "in person" meeting on Monday 10<sup>th</sup> January 2022.

There being no other business the meeting closed at 9.20pm.

**Sheena Boyce, Clerk**

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