

BUCKLAND PARISH COUNCIL

Minutes of a Meeting held at 8pm in the Reading Room on Monday 13th November 2023.

Present:

Cllrs Gowrley, Husband (Chair), Jones, and Steed.

In attendance

Mole Valley District (MVDC) Cllrs Simon Budd, Paula Keay and Paul Potter, and the Clerk. One resident attended for items 1-5.

1. Apologies for Absence

(146) Council **resolved** to accept apologies from Cllrs Pryor, Bourke and Cox and noted apologies had been received from Surrey County Council (SCC) Cllr Helyn Clack.

2. Declarations of Interest

(147) None.

3. Requests for Dispensations

(148) None.

4. Minutes

(149) Council **resolved** to approve the Minutes of the Meeting held on 11th September 2023. The minutes were duly signed by the Chair as a correct record.

5. Open Forum

- (150) Cllr Husband welcomed a resident to the meeting and invited their input during this open session. The resident had attended to express her thanks for the swift installation of a new litter bin at the bus stop adjacent to The Red Lion. The resident explained that having submitted requests to MVDC for additional bins over an extended period of time, without any success, the recent response had been most welcome. Cllr Husband thanked the resident, having submitted a request, for contacting the parish council.
- (151) Cllr Husband welcomed MVDC Cllr Keay to her first meeting of Buckland Parish Council and prompted round the table introductions by Councillors and the Clerk.

6. Planning and Licensing

New Planning Applications

- (152) Council noted an update from the Clerk, that following consultation with Cllrs who serve on the Planning Committee on the following application, for which the consultation period had closed prior to this meeting: MO/2023/1438: Erection of single storey front extension, Annexe to be used as ancillary residential accommodation, new Annexe porch, and new car parking space to side of house at Pilgrim Cottage, Dungates Lane, Buckland RH3 7BD.

Council, having reviewed the planning history available via the MVDC planning portal, had amended the recently response re MO/2023/0964 to delete the reference to dormer windows and otherwise submitted a consistent response.

Planning Notifications

- (153) Council noted the following Local Planning Authority planning notifications:
- (i) MO/2023/1016: Remove 2 acacia, 1 sycamore, 2 golden cypress and 2 golden macrocarpa trees from The Old Rectory, Rectory Lane, Buckland, RH3 7BH. No further action;
 - (ii) MO/2023/1164: Remove 1 ash tree from Dove Tree Cottage, Rectory Lane, Buckland, RH3 7BH. No objection;

- (iii) MO/2023/1305: Remove one Pear tree, reduce one Apple tree to previous points by removing up to 1-1.5m, reduce 16 mixed deciduous trees including Lime, and Hornbeam overhanging RHS boundary to near boundary line, retaining live growth where possible, (excluding the Scots Pine) and crown lift one Sycamore tree to provide 4m clearance from ground level at Street Farm Cottage, Rectory Lane, Buckland, RH3 7BH. No objection;
- (iv) MO/2023/1308: Discharge of condition 4 of approved planning permission MO/2023/0681 for demolition of existing garage and erection of garden outbuilding at Yewdells, Dungates Lane, Buckland RH3 7BD. Condition approved; and
- (v) MO/2023/1438: Erection of single storey front extension, Annexe to be used as ancillary residential accommodation, new Annexe porch, and new car parking space to side of house at Pilgrim Cottage, Dungates Lane, Buckland RH3 7BD. Approved with conditions.

7. Amenities and Volunteer Activity

- (154) Council noted 22 residents had attended a Mid Surrey Community First Responders led First Aid/CPR/Defibrillator training session on Wednesday 18th October 2023 in the Reading Room with positive feedback from attendees and trainers.

A donation of £170 had been donated to the responders and the trainers had since expressed thanks for the funds and advised they would be purchasing new blood pressure cuffs for the team.

The trainers suggested it would be worthwhile scheduling a session in 2-3 years time.

Action: Clerk to diarise.

- (155) Council noted:

- (i) a resident, responding to an invitation in a recent parish update to recommend amenity improvements for Council to consider during the budget process, had made a request for additional dog waste bins;
- (ii) the Clerk having liaised with the relevant team members at MVDC had been able to advise the resident that while MVDC is not currently installing dog waste bins that they had agreed to install a new litter bin by the bus stop adjacent to the Red Lion;
- (iii) MVDC had advised that the litter bin would be added to the schedule for routine emptying, which operates on an as needed basis, and cautioned that if the team repeatedly find the bin is empty when they visit it will be removed.

- (156) Council **resolved** to record a vote of thanks to Cllr Steed for ensuring the installation of the bin is now stable.

- (157) Council **resolved** to record a vote of thanks to Cllr Husband for repointing a loose paving slab on the War Memorial and arrange for further repointing to be undertaken early in 2024. **Action:** Clerk.

- (158) Council **resolved** to record a vote of thanks to Martin Boyce and Cllr Pryor for installing the poppies and silhouette respectively to coincide with the RBL Poppy Appeal.

8. Highways, Airports and Railways

Highways

- (159) Council noted Cllr Clack had recently shared a copy of the design to address the ponding a short distance to the west of the boundary of Park Lake and The Pheasant, a design that had since been signed off for implementation during the 2024/25 financial year;

(160) Council acknowledged receipt of:

- (i) a report setting out the findings of a “post implementation” audit completed for the revised road layout at the top of Pebble Hill; and
- (ii) accompanying statement from SCC Cllr Paul to advise a Stage 3 Safety Audit will be scheduled once the revised layout has been in use for at least 6 months.

(161) Cllr Steed advised he had shared his view with SCC Cllr Clack that for drivers turning right onto Pebble Hill Road from Headley Common Road, vehicles wishing to turn right into Headley Common Road now create an additional hazard, not helped by vehicles turning left out of Headley Common Road impairing sightlines to the north. Previously, while care still needed to be taken with respect to vehicles travelling in both directions along Pebblehill Road the movement of vehicles between Headley Common Road and Pebblehill Road was not a consideration.

Verge and footway maintenance

(162) Council noted:

- (i) SCC contractors completed the second (and final) verge cut for 2023 by the end of October; and
- (ii) Amey, the MVDC contractor, undertook footway clearing alongside the retaining walls through the village centre and cleared vegetation from the traffic islands located between Shepherds Walk and Rectory Lane; and
- (iii) two man days work had been completed undertaking vegetation clearance from sections of footway to the southern edge of the A25 Reigate Road between the:
 - (a) Western welcome gate and public footpath sign by Bromley field; and
 - (b) Eastern welcome gate and the boundary of Park Cottage and Buckland Park Lake,

to complement the work undertaken by SCC and MVDC to address the worst sections of footway.

(163) Council **resolved** to authorise the Clerk to book additional time towards the end of winter to undertake further vegetation clearance (in line with the budget provision) on sections of footway during early 2024 and noted that any such work will be limited to lengths of footway with an intact surface to comply with SCC Highways requirements.

Gatwick Northern Runway Development Consent Order (DCO) Application

(164) Council **resolved** to record of vote of thanks to Cllr Cox for preparing the relevant representation submitted as part of Council’s registration with The Planning Inspectorate (PINS) to secure its right to have its say as consideration of this DCO application progresses;

(165) Council noted several parish updates had been issued to highlight this one time opportunity for Buckland residents to register to secure their right to express their views as to how they believe the development may impact them.

9. Formalities

(166) Council noted the crime report provided by Surrey Police had advised:

- (i) four crimes: a burglary at the Shell garage, two thefts from vehicles parked on driveways, criminal damage to rear window of a parked car and one charge of driving whilst disqualified; and
- (ii) two incidents: civil dispute over recovery of a vehicle stuck and a report of a vehicle parked near the Rectory Lane level crossing causing a potential obstruction,

recorded in Buckland since 11th September 2023.

- (167) Council resolved to defer consideration as to whether to initiate an in-depth review of its Communications and Engagement Strategy until the January meeting in order to allow Cllr Bourke to participate.
- (168) Council noted:
- (i) Cllr Pryor and the Clerk had attended the Surrey Branch of the National Association of Local Councils AGM and Autumn Briefing on Thursday 19th October at Dorking Halls; and
 - (ii) whilst they had each concluded the event had been worthwhile attending, they both felt the input from SCC had been disappointingly vague.
- (169) Council noted details of the MVDC:
- (i) strategy consultation;
 - (ii) statutory review of its parliamentary polling districts, polling places and polling stations; and
 - (iii) review of the use of CCTV cameras in public spaces,
- had been published on the village website and highlighted in a parish update
- (170) Council noted that as the MVDC proposal is for the Reading Room to continue to as the polling station for Buckland, no objection had been expressed.
- (171) Council noted that, following consultation with Cllr Bourke, apologies had been given for the MVDC virtual meeting convened with respect to district allocation of its Year 2 UK Prosperity Fund.
- (172) Council noted updates issued by the Surrey ALC, Surrey Hills Society, River Mole Partnership, GACC, SCC and MVDC had been circulated to Cllrs and key information published on the village website and/or included within Parish Updates.

10. Finance

- (173) Council noted
- (i) 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 between 1st July 2023 and 30th September 2023; and
 - (ii) financial schedules circulated in advance of the meeting had included a year-to-date cash book, an analysis of forecast versus budget expenditure and a bank reconciliation.

Account Receipts and Payments

- (174) Council noted £50.00 donations, generated through the sale of walk booklets had been received into the Parish Council bank account since 11th September 2023.
- (175) Council noted Unity Bank had, on 30th September 2023, applied:
- (i) an £18 Q2 service charge to the current account; and
 - (ii) Q2 interest of £152.15 to the instant access savings account.
- (176) Council noted a payment of £48 (including £8 Vat) had been made to Surrey ALC to allow Cllr Pryor and the Clerk to attend the AGM and Conference on Thursday 19th October 2023 at Dorking Halls in accordance with minute 2023:127.

(177) Council **resolved** to approve the following payments:

- (i) SLCC Training Webinar £54.00 including £9.00 Vat;
- (ii) The Sign Workshop £43.20 including £7.20 Vat, Amenities repair re replacement signage for grit bin lids;
- (iii) Microsoft £79.99 including £13.33 Vat, Renewal 365 Software licence;
- (iv) Wickes £21.64 including £3.61 Vat, Amenities repair re stable installation new litter bin;
- (v) Clovers Ground Maintenance £468.00 including £78.00 Vat, Footway maintenance – vegetation clearance;
- (vi) HMRC £89.79, PAYE liability re: October salary payment;
- (vii) Reading Room £90.00, Room hire re: meetings held on 22nd May, 10th Jul, 11th Sep, 13th Nov, and Room hire at reduced rate for the First Aid Course held on 18th October;
- (viii) HMRC £264.99, PAYE liability re: November salary payments including backdated salary increase;
- (ix) Sheena Boyce £360.57 including £1.19 Vat, Backdated salary increase and reimbursement of council expenses.

(178) Council noted the Reading Room Committee had advised the fee for hire of the hall will rise by 15% to £23.00 with effect from 1st January 2024.

11. Forthcoming Meetings

(179) The Parish Council will next meet on Monday 8th January 2024 and meetings are subsequently scheduled to be held in the Reading Room on the following dates:

2024: 11th March, 13th May, 8th July, 9th September, 11th November;

2025: 13th January, 10th March.

(180) The 2024 Annual Parish Meeting will be held at 8pm on Monday 18th March 2024 in the Reading Room.

There being no other business the meeting closed at 8.58p.m.

Sheena Boyce, Clerk

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