

## BUCKLAND PARISH COUNCIL

Draft Minutes of Meeting held at 8pm in the Reading Room on Monday 14<sup>th</sup> July 2025.

**Present:** Cllrs Bourke, Cox, Gowrley, Husband (Chair), Jones, and Steed.

**In attendance:** Surrey County Council (SCC) Cllr Helyn Clack, Mole Valley District Cllrs Budd, and Potter, and the Clerk.

### 1. Apologies for Absence

- (68) Council **resolved** to accept apologies from Cllr Pryor and noted apologies from MVDC Cllr Keay.

### 2. Declarations of Interest

- (69) None.

### 3. Requests for Dispensations

- (70) None.

### 4. Minutes and Agenda

- (71) Council **resolved** to approve the Minutes of the Meeting held on 12<sup>th</sup> May 2025. The minutes were duly signed by the Chair as a correct record.
- (72) Council **resolved** to defer the agenda items relating to Highways, Trains and Airspace until later in the meeting to allow time for SCC Cllr Clack to attend.

### 5. Planning

#### New Planning Applications

- (73) Council noted an update from the Clerk, that following consultation with Cllrs who serve on the Planning Committee, the following actions had been taken:
- (i) MO/2025/0659: Replace existing driveway entrance retaining walls with new stepped retaining walls. Height of new left-hand wall (as you look at property from roadside) is 1.4m and height of right-hand wall is 1.1m. Both retaining walls step down (as height of the retained mounds behind the walls reduce) within property boundary to a height of 0.6m at Burley, Old Road, Buckland RH3 7DU. Council submitted an objection to the recently constructed walls, expressing concern for road safety and its view that the white render is out of keeping with the rural character of the road;
  - (i) MO/2025/0731: Erection of a new entrance porch, part single, part two storey side extension with a pitched roof at The Stream, Old Road, Buckland, RH3 7DS. No comment.
  - (ii) MO/2025/0751: Remove one ash tree, located at rear right of property and one - Catalpa located at the back of the property at The Orchard, Rectory Lane, Buckland RH3 7BH. No comment.
- (74) Council noted:
- (i) Dalcour McLaren (DM), acting as agent for SES Water had advised Council an intention to undertake work on common land to the east of Rectory Lane and submit a retrospective application to the Secretary of State to secure permission for the work;
  - (ii) Council had yet to receive an adequate response to the request Council made of DM to clarify which power SES Water / DM is relying upon to allow the works to proceed prior to the application being determined; and
  - (iii) Council had taken up the National Association of Local Council (NALC) offer for member parish councils to receive summary legal advice via its local branch (Surrey ALC) on this matter.

**Action:** Clerk to update Council at next meeting.

## Planning Notifications

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

- (i) MO/2024/1403: Change of use of two ancillary buildings to create one dwelling. Single storey link extension, 5 dormer windows, 2 roof lights and other associated changes to fenestration. Use of outbuilding for bike store and addition of bin storage, removal of sand school to create garden area for dwelling at Pettys Farm, Rectory Lane, Buckland, RH3 7BL. Approved with conditions;
- (ii) MO/2024/2042: Retention of an outbuilding being used as an independent dwelling at Rose Barn, Reigate Heath, Reigate Road, Buckland, RH2 8QP. Refused.
- (iii) MO/2025/0141: Extension of existing car parking area with associated lighting at The Pheasant, Reigate Road, Buckland, RH3 7BG. Approved with conditions;
- (iv) MO/2025/0312: Tree works to a Norway Maple on land adjacent to Oaklands, Slough Lane, Buckland, RH3 7BL. No objection;
- (v) MO/2025/0313: Erection of a linked detached two storey side extension following demolition of the existing conservatory at Yew Tree Cottage, Reigate Road, Buckland, RH3 7BG. Appeal started;
- (vi) MO/2025/0394: Tree works to a pine tree leaning into the neighbouring property to The Grange, Rectory Lane, Buckland, RH3 7BH. No objection;
- (vii) MO/2025/0659: Replace existing driveway entrance retaining walls with new stepped retaining walls. Height of new left-hand wall (as you look at property from roadside) is 1.4m and height of right-hand wall is 1.1m. Both retaining walls step down (as height of the retained mounds behind the walls reduce) within property boundary to a height of 0.6m at Burley, Old Road, Buckland RH3 7DU. Refused.
- (viii) MO/2025/0731: Erection of a new entrance porch, part single, part two storey side extension with a pitched roof at The Stream, Old Road, Buckland, RH3 7DS. Approved with conditions;
- (ix) MO/2025/0751: Remove one ash tree, located at rear right of property and one - Catalpa located at the back of the property at The Orchard, Rectory Lane, Buckland RH3 7BH. No objection.

## Notification of deposit re: Designation and use of land

(76) Council noted:

- (i) SCC Countryside Access had given Notice that The South London Church Fund and Southwark Diocesan Board of Finance had made a deposit, relating to land in Buckland referred to locally as the “Glebe fields”, under section 31(6) of the Highways Act 1980 and section 15A(1) of the Commons Act 2006; and
- (ii) SCC Countryside Access and the land agent acting for the landowner had each confirmed the deposit will not prevent the proposed diversion of a public footpath crossing one of the parcels of land specified in the deposit.

## Planning Enforcement

(77) Council noted:

- (i) an update from MVDC that action had been held pending the planning officer’s response to a pre-application enquiry submitted by the landowner of the site occupied by Karcher Cleaning, and, that as a response had now been issued, MVDC will make a follow up enquiry to establish his intentions; and
- (ii) MVDC had issued a Planning Contravention Notice following the submission of a planning breach enquiry relating to non-compliance with conditions attached to a permission granted to allow limited non-agricultural activity at Sunnybanks Farm, Station Road, Betchworth.

## 6. Amenities and Volunteer Activities

- (78) Council **resolved** to record a vote of thanks to Cllr Pryor whose recent calls around the village had helped boost signup to the village email group to more than 83% properties. Council noted that informal relay arrangements (principally for households who do not use email) increases the reach of the email group to over 90% and the balance comprises empty properties and households who have chosen not to sign up.

### Defibrillator

- (79) Council **resolved** to record a vote of thanks to:
- (i) to SCC Cllr Clack for her support, which helped secure a £500 grant towards the cost of a replacement defibrillator for installation in the existing cabinet in the centre of the village; and
  - (ii) Shagbrook Management Committee for its offer to adopt the replaced defibrillator and for the generous £250 donation.
- (80) Council noted the Clerk, having received confirmation from SCC that the grant will soon be paid, had placed an order for a replacement defibrillator and, having checked the kit will fit in the cabinet, an emergency bleed kit.
- (81) Council **resolved** to accept an offer from Cllr Jones to contact the Community First Responders, who had last run a CPR training course in the village in November 2023 to ask if they could run a course this autumn.

**Action:** Clerk to update Council's asset list and The Circuit to reflect the purchase of a new unit. Cllr Jones/Clerk to liaise re course and include new mention of the new assets and any course in a parish update / September parish magazine.

### Volunteer Activity

- (82) Council noted Cllr Husband's update that having considered:
- (i) feedback received from the Reigate Area Conservation Volunteers (RACV) following last year's pond clearance events;
  - (ii) the impact of the recent extended period of hot weather on the very dry pond; and
  - (iii) the need for any activity undertaken to remain consistent with guidance previously received from Natural England;
- he suggested Council, opt to "pause pond clearance activity for this year" and reassess the situation next Spring. **Actions:** Cllr Husband to diarise to liaise with RACV in advance of the 2026 Annual Parish Meeting. Clerk to explore potential support for scheduling a bramble clearance event to allow an extension to the snowdrops alongside the footpath between Old Road and Bromley field.

## 7. Consultations and Communications

- (83) Council noted the requested crime report had advised 7 incidents between 12<sup>th</sup> May and 14<sup>th</sup> July 2025: two vehicle stops (one excess speed, one no MOT/tax), two road traffic collisions (one no injury and one with minory injuries), one assault and two trespass (one with criminal damage).
- (84) Council noted the UK Government had launched a survey inviting comment on two proposals for reorganisation of local government in Surrey. Council **resolved** to submit a response to the survey to emphasise the need for the arrangements for community interaction to ensure smaller rural parishes are fully supported as they continue to rise to the challenge of meeting the needs of their local community. **Action:** Clerk.
- (85) Council noted MVDC Cabinet is due to consider terms of reference for a district wide Community governance review when it meets on 15<sup>th</sup> July 2025 and a link to the cabinet papers had been circulated to Cllrs.
- (86) Council noted:
- (i) the All-Party Parliamentary Group (APPG) for Outdoor Recreation and Access to Nature had invited ideas for new legislation and/or policy proposals that would enable more people to access green spaces; and
  - (ii) Buckland Estate had shared a copy of its submission with Council;
- and **resolved** to submit a response setting out Council's experience with the Buckland Lane BOAT. **Action:** Clerk.

- (87) Council noted SCC had launched a consultation on Surrey's climate change delivery plan and a post had been published on the village website to highlight the opportunity for residents to express their views.
- (88) Council noted updates issued by the NALC, Surrey ALC, SCC, MVDC, Surrey Hills Board, Surrey Hills Society and GACC had been circulated to Cllrs and key information published within parish updates.

*MVDC Cllr Potter left the meeting and SCC Cllr Clack and MVDC Cllr Budd joined the meeting.*

## **8. Highways, Trains and Airspace**

### **Highways – Maintenance**

- (89) Council **resolved** to ask SCC Cllr Helyn Clack to walk the section of A25 roadside footway between The Pheasant and the driveway to Buckland Court to enable her to make first hand reference to the need for the:
- (i) team that undertook footway edging to return to complete the partially completed task; and
  - (ii) reconstruction of the surface of the footway, a task listed under Project Horizon for many years to be given higher priority to ensure the work can be undertaken as soon as practicable.

**Action:** Clerk and SCC Cllr Clack scheduled to meet on Tuesday 15<sup>th</sup> July 2025.

### **Surface Dressing**

- (90) Council noted the majority of residents had not received letters in advance of the surface dressing work and, that as the wording of the letter had not explained a reason for imposing an extended period of no on street parking was to allow the road sweeper to make multiple visits following the surface dressing that parked vehicles had been evident from shortly after the surface dressing was applied. **Action:** SCC Cllr Clack took on board the feedback and undertook to relay it to highways officers.
- (91) Council noted:
- (i) Cllr Steed's concern that Council has not received an assurance that its request, issued via SCC Cllr Clack, asking for a commitment from the relevant Highways officers that no centre carriage or edge of carriage white line markings will be applied to the carriageway of Old Road following the recently completed surface dressing, consistent with Council's adopted policy on signs and road markings;
  - (ii) Streetworks licences had been published to facilitate white lining on Wonham Lane and The Street in Betchworth; and

**resolved** to task the Clerk and Cllr Steed to continue to monitor the Surrey streetworks map to provide an opportunity to seek an intervention if a licence is published to facilitate white lining on Old Road.

### **A25 Safety Improvement Work**

- (92) Council noted that while the Clerk had requested an update from the project team that no information had yet been shared and that the SCC website page continued to display a June 2025 date for the installation of average speed cameras. **Action:** Clerk to send a follow up request to the project team and to ask, almost eighteen months on from the installation of the high containment kerbs, when the junction markings at Rectory Lane will be refreshed.

### **Incident at Rectory Lane Crossing**

- (93) Council noted:
- (i) a farm vehicle had experienced a narrow escape when the barriers at Rectory Lane failed to come down prior to a train passing through on the North Downs Railway at around 1pm on Tuesday 17<sup>th</sup> June;
  - (ii) when a warning message was issued to the village two residents replied to advise they had previously reported a similar experience to Network Rail and both been advised the failsafe systems do not allow this to happen; and
  - (iii) Network Rail subsequently advised a resident that a fault had been rectified and the system now flagged the crossing controls as operating correctly by 5.40pm.

- (94) Council noted Cllr Steed had since contacted Network Rail to express concern that the earlier reports appeared to have been dismissed and to seek confirmation Network Rail has established what the error was and can provide assurance the controls can now be relied upon to bring the barriers down before a train crosses. **Action:** Cllr Steed to continue to press Network Rail for adequate assurance.

### **Airspace**

- (95) Council noted Cllr Cox had attended the 2025 GACC AGM on 26<sup>th</sup> June 2025 and that the GACC July newsletter, that had included a report of the AGM, had been circulated.
- (96) Council **resolved** to approve Cllr Cox's suggestion for a post to be published on the village website and included in a parish update to highlight GACC's support for a petition against further airport expansion and its current fundraising campaign. **Action:** Clerk.

### **9. Finance**

- (97) Council noted Cllr Jones had verified the bank balances entered on the bank reconciliations prepared for the quarterly period 1<sup>st</sup> April to 30<sup>th</sup> June 2025 against the bank statements, confirmed that no exceptions had been identified in the transactions reported between those dates, and initialled both sets of documents. **Action:** Clerk to circulate Cllrs with a copy of the year to date cashbook and an analysis of forecast against budget.
- (98) Council, having noted that Council's laptop, purchased in 2016, which operates on Windows 10 pro cannot be upgraded to Windows 11 pro, **resolved** to authorise the purchase of a new laptop, operating on Windows 11 pro and a hub to provide adequate ports to support connections to Council's ancillary technology and allocated a budget of £600 (ex-Vat) for the laptop. **Action:** Clerk.

### **Account Payments and Receipts**

- (99) Council noted Unity Bank had applied:
- (i) a £6 monthly service charge to the current account on 31<sup>st</sup> May and 30<sup>th</sup> June; and
  - (ii) applied Q2 interest of £186.85 to the instant access savings account on 30<sup>th</sup> June.
- (100) Council **resolved** to approve the following payments:
- (i) Design Lynx £21.60 including £3.60 Vat, Domain fee for .org.uk;
  - (ii) Turtle Engineering £108.00 including £18 Vat, Bleed kit to be housed in Defibrillator Cabinet;
  - (iii) Turtle Engineering £1,080.00 including £180 Vat, New iPad SPR Defibrillator;
  - (iv) Josh Flynn Gardening Service £204.00 including £34.00 Vat, Grass cutting – two cuts during June;
  - (v) HMRC £251.38, PAYE liability re: June salary payment; and
  - (vi) HMRC £251.38, PAYE liability re: July salary payment.
- (101) Council noted a donation of £250.00 had been credited to the Parish Council bank account since 12<sup>th</sup> May 2025.

### **10. Forthcoming Meetings**

- (102) The Parish Council will next meet on Monday 8<sup>th</sup> September 2025 and meetings are subsequently scheduled to be held in the Reading Room on the following dates:
- 2025: 10<sup>th</sup> November;
  - 2026: 12<sup>th</sup> January; 9<sup>th</sup> March, 11<sup>th</sup> May, 13<sup>th</sup> July, 14<sup>th</sup> September and 9<sup>th</sup> November.
- (103) Cllr Husband and the Clerk will attend the Surrey Branch of the National Association of Local Councils AGM and Autumn Briefing on Thursday 13<sup>th</sup> November 2025 in Cobham.
- (104) The 2026 Annual Parish Meeting will be held at 7.30pm on Monday 23<sup>rd</sup> March 2026 in the Reading Room.

There being no other business the meeting closed at 10.10p.m.

**Sheena Boyce, Clerk**

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