

BUCKLAND PARISH COUNCIL

Draft Minutes of a meeting held at 8pm in the Reading Room on Monday 13th July 2026.

Present: Cllrs Bourke, Cox, Husband (Chair) and Jones and Cllr Bell (item 7 onwards).

In attendance Mole Valley District Council (MVDC) Cllr Paul Potter, MVDC Cllr Simon Budd (item 8 onwards), Surrey County Council (SCC) Cllr Helyn Clack, one resident (items 1-5), and the Clerk.

1. Apologies for Absence

- (70) Council **resolved** to accept apologies from Cllrs Pryor and Steed and noted apologies from MVDC Cllr Paula Keay.

2. Declarations of Interest

- (71) None.

3. Requests for Dispensations

- (72) None.

4. Minutes

- (73) Council **resolved** to approve the Minutes of the Meeting held on 11th May 2026. The minutes were duly signed by the Chair as a correct record.

5. Open Forum

- (74) Cllr Husband welcomed everyone to the meeting and invited input from MVDC Cllr Potter and SCC Cllr Clack.
- (75) SCC Cllr Clack provided a helpful update on the priorities and key areas SCC is focusing its effort during its final year and reassured all present of her commitment to carry on supporting residents across her division.
- (76) Cllr Husband expressed his hope there will be an opportunity to introduce Buckland to our two new unitary councillors well before the 1st April 2027 start date for East Surrey Council.

6. Casual Vacancy

- (77) Cllr Husband proposed, and Cllr Jones seconded the co-option of Simon Bell to fill the casual vacancy. Council **resolved** to co-opt Simon Bell to fill the casual vacancy. Simon Bell signed a Declaration of Acceptance of Office that incorporated a Consent to receive Summons Electronically, and the Clerk witnessed the Declaration.

Cllr Bell joined the meeting.

7. Planning

New Planning Applications

- (78) 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/2026/00361: Erection of single storey rear extension, single storey oak loggia, widen rear external steps, amend external fenestration with associated internal refurbishment at Parklands, Old Road, Buckland, RH3 7DU. No comment made on amended proposals submitted following the refusal of MO/2026/00069;
 - (ii) MO/2026/00588: Conservation Area application to undertake work to several trees at Meadowsweet, Rectory Lane, Buckland, RH3 7BH. No comment;
 - (iii) MO/2026/00606: Variation of Condition 2 of planning permission MO/2025/02688 for the erection of single storey rear extension, main roof alterations and oak front porch, following the removal of existing conservatory to allow a change in the external materials to metal cladding and an increase in the length of the roof lights at Heathlands, Old Road, Buckland, RH3 7DU. No comment;
 - (iv) MO/2026/00820 The retention of an outbuilding being used as an independent dwelling and alterations to windows and doors at Rose Barn, Buckland Corner, Reigate Road, Buckland, RH2 8QP. A response, drafted to be consistent with the response submitted to a previously submitted retrospective application while

taking into account the Planning Inspector's statements in the Appeal dismissal, had been submitted; and

- (v) RBBC/26/00736/RET: Consultation from Reigate and Banstead Borough Council on matters relating to access re retention of an outbuilding being used as an independent dwelling and alterations to windows and doors at Rose Stables, Buckland Corner, Reigate Road, Buckland, RH2 8QP. No comment.

Planning Notifications

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

- (i) MO/2025/0384: Erection of a self-build dwelling and associated works on Land East of Tranquil House, Old Reigate Road, Betchworth, RH3 7DR. Appeal allowed;
- (ii) MO/2026/00135: Remove part of front hedge and install a double 5 panel gate/fencing, vehicle hardstanding and ramp to the front door at 24 Tranquil Dale, Buckland, RH3 7EE. Approved with conditions;
- (iii) MO/2026/00334: Erection of first-floor rear extension with infill roof formed between two existing hipped roofs, matching existing roof pitch and materials. Loft conversion, including change of one existing storage room to a bedroom. Minor increase in ridge height to align ceiling height with existing upper-level bedroom. Proposed erection of two front dormer windows. Proposed roof alteration to replace existing flat roof over utility room with hipped roof, creating a continuous and unified rear roof form at Lynchets, The Coombe, Betchworth, RH3 7BT. Approved with conditions;
- (iv) MO/2026/00361: Erection of single storey rear extension, single storey oak loggia, widen rear external steps, amend external fenestration with associated internal refurbishment at Parklands, Old Road, Buckland, RH3 7DU. Approved with conditions;
- (v) MO/2026/00529: Construction of a hard surfaced tennis court with fencing at Highveld, Pebblehill Road, Betchworth, RH3 7BP. Approved with conditions; and
- (vi) MO/2026/00606: Variation of Condition 2 of planning permission MO/2025/02688 for the erection of single storey rear extension, main roof alterations and oak front porch, following the removal of existing conservatory to allow a change in the external materials to metal cladding and an increase in the length of the roof lights at Heathlands, Old Road, Buckland, RH3 7DU. Refused.

Planning Consultation– Redevelopment of Hartsfield Manor

- (80) Council noted that while consultants working for the owners of Hartsfield Manor, had, on 1st June, advised they expected the outline planning application submitted in early May to be validated very shortly, the application had yet to appear on the MVDC website.
- (81) Council noted that if the timing of the registration is such that the 21 day public consultation period will close before Monday 14th September, the date Council is next scheduled to meet, an additional meeting may be required.

MVDC Cllr Budd joined to meeting.

8. Highways, Rights of Way and Airports

Highways

Council agreed, at the suggestion of Cllr Husband to suspend Standing Orders

(82) SCC Cllr Clack advised Council she had:

- (i) submitted a further request for reconstruction of the A25 roadside footway between The Pheasant and the driveway to Buckland Court;
- (ii) received assurance the areas of failed surface dressing on Old Road are included on a list of surface dressing snagging tasks to be completed over the summer; and
- (iii) shared with officers an SCC issued drawing that shows the extent of the public highway includes the length of highway linking the churchyard gate to the A25 Reigate Road and Old Road and asked officers to address the maintenance requirement.

(83) Council noted:

- (i) a request, submitted to the SCC Road Safety Team, had asked for the post implementation of the average speed limit on the A25 Reigate Road survey to be scheduled in September 2026, two years on from the baseline survey undertaken in September 2024;
- (ii) SCC Cllr Clack's support for this second survey, that had been previously agreed to by the SCC Road Safety Team. **Action:** Clerk to copy SCC Cllr Clack on any further communication on this topic.

(84) Council noted:

- (i) while the first rural verge cut had finally been undertaken in Buckland during the last ten days of June, the contractors had, once again, failed to cut the vegetation on the inside of the A25 roadside footways; and
- (ii) as the SCC website advises two rural cuts are programmed for 2026, the second cut is unlikely to be scheduled before late autumn;

Council **resolved** to authorise the Clerk to schedule additional vegetation clearance, as required, to support use of the A25 roadside footways over the summer.

Standing orders were resumed.

Rights of Way

(85) Council noted a sense, on the part of both Council and Buckland Estate that the Countryside Access team at SCC is increasingly:

- (i) looking, in the first instance, to landowners to undertake maintenance, as a goodwill gesture, that is the legal duty of SCC Countryside Access;
- (ii) extending officer support to requests more suited to a municipal park setting than the countryside; and
- (iii) not taking the time to refer to SCC files to verify land ownership and/or check responsibility for maintaining assets on rights of way.

Council **resolved** to extend its support to the constructive position the Clerk has adopted and to this approach being maintained.

Proposed Diversions

(86) Council noted:

- (i) Network Rail had recently launched an informal stakeholder consultation to invite views on a proposal to divert the route of FP471 between Rectory Lane and Lawrence Lane and close the foot crossing of the North Downs Railway designated "Church crossing";
- (ii) a parish update had provided an update to residents and invited feedback; and
- (iii) feedback received thus far had been fully supportive.

(87) The Clerk expressed thanks to Cllrs Jones and Bell and MVDC Cllr Budd for their feedback and encouraged the other Cllrs to respond. Council **resolved** to task all Cllrs to encourage residents to respond. **Action:** All.

Airports

(88) Council noted the:

- (i) decision on the four-day judicial review hearing in the High Court, had dismissed the application to challenge the Department for Transport decision to grant a DCO for the repurposing of the emergency runway into a second operational runway at Gatwick Airport and the associated development;
- (ii) Gatwick Area Conservation Campaign (GACC) had launched an appeal against the decision issued by the High Court;
- (iii) GACC, having already raised and spent £60,000 on legal fees and incurred a further £70,000 continues to fund raise in the face of further costs of c£50,000 to fund the appeal; and
- (iv) the latest GACC newsletter is routinely published as a news item on the village website.

9. Amenities and Volunteer Activities

Village Tidy

(89) Council reviewed arrangements for the village tidy and litter pick event planned to commence at 10am on Saturday 12th September 2026.

(90) Council noted Cllr Jones:

- (i) will book a litter collection by Amey for Monday 14th September 2026;
- (ii) is confident the stock of litter collecting equipment will be sufficient; and
- (iii) will prepare a risk assessment in advance of the event and take a register on the day.

Actions: Cllr Husband to prepare a poster to promote the village tidy event to publish via the village website, noticeboards, and the August and September issues of the parish magazine. Clerk/Cllr Jones to issue reminders via the village email group / Community WhatsApp group, respectively.

4Bs Biodiversity Initiative – Betchworth and Buckland Nature Trail

(91) Council:

- (i) noted a briefing note on the creation of a circular nature trail that starts from the car park behind Betchworth church and takes a route through Betchworth and Buckland had been circulated;
- (ii) welcomed confirmation, from the author of the note, that a proposal announced at the 2026 Betchworth Annual Meeting to install QR codes on posts along the trail will not be progressed in Buckland; and
- (iii) Cllr Jones had responded to the note's author to express thanks for a comprehensive note and to suggest attendance to present the note would not be needed.

Betchworth Parish Council proposal to purchase part of Tranquil Wood

(92) Council noted:

- (i) Betchworth Parish Council (BePC) had used its 2026 Annual Parish Meeting, held on 18th May, to gauge support for a proposal to purchase part of Tranquil Wood;
- (ii) BePC had suggested the wood would be made freely accessible to residents as a place to enjoy, walk, connect with nature and learn about the woodland's wildlife;
- (iii) Council had provided informal feedback to BePC on 25th May to:
 - (a) express disappointment at the way communications were managed in the run up to the Betchworth Annual Parish Meeting;
 - (b) ask a question raised by several Buckland stakeholders relating to proposed vehicular access to Tranquil Wood, for as and when vehicles and/or machinery will need to be used to remove industrial waste, install perimeter fencing, undertake tree maintenance, and complete structural work to paths, watercourse and heritage structures.
i.e. "will a new entrance be required off Old Reigate Road or will access from Station Road through Mr Brodie's land and an area for storage of materials / equipment / parking be negotiated as part of the land purchase" ; and
 - (c) express the hope that Buckland Estate and Reigate Pilgrims Cricket Club, alongside other direct neighbours will soon be contacted by the project team;
- (iv) as at Wednesday 8th May, while Buckland Estate had received a call and anticipates a meeting will be arranged, the grounds manager at RPCC had not been contacted;
- (v) the only communication the parish council has received thus far is an acknowledgement of the informal email of 25th May with advice its content would be shared with the project team when it next met;

and **resolved** to formally fully adopt the previously shared informal feedback.

- (93) Council noted that when a Buckland resident, attending the Betchworth Annual Parish Meeting (BeAPM) on 18th May, had raised a concern about an assumption on a presentation slide assuming walkers in Tranquil Wood would be able to pass from the wood across the private land boundary into the adjacent agricultural cropped field (Bromley field), the BeAPM Chair had responded to say in which case walkers can be guided to follow a route wholly within the wood.
- (94) Council, having considered the potential adverse impact that parking could have on the amenity of residents living in Tranquil Dale and the Shell Buckland site **resolved** to ask Buckland Estate not to grant any direct access from Tranquil Wood into Bromley Field. **Action:** Clerk to submit the request to Buckland Estate and relay to BePC as and when they consult Council.
- (95) Council **resolved** to express thanks to the Clerk for investing time to seek assurance from BePC to address Council's concerns.

10. Formalities

Policies, Procedures and Schedules subject to periodic review

- (96) Council reviewed the following policies to consider whether Council wished to make any changes prior to considering adopting each of them for a further 3-year term: Training & Development, Community Engagement, Equality and Safeguarding.
- (97) Council, having reviewed the policies, noted that all references to principal authorities will be updated to reflect the forthcoming reorganisation and any references to the Surrey Hills AONB will be updated to the Surrey Hills National Landscape.
- (98) Council **resolved** to adopt each policy, otherwise unchanged, pending the issue of any updated guidance from East Surrey Council, for a further 3 year period. **Action:** Clerk to refresh review dates and publish updated versions.

Surrey Police

- (99) Council noted the Surrey Police Mole Valley Neighbourhood Team (MVNT) had recently advised:
- (i) crime and incident reports will no longer be routinely provided to parish councils;
 - (ii) parish councils should instead refer to the crime in your area statistics published on the poice website; and
 - (iii) MVNT will, in future, aim to send a representative at least once a year to either a parish council meeting or annual parish meeting.
- (100) Council **resolved** to record its disappointment, noting that the statistics are somewhat out of date by the time they are published and do not include incidents.

Council agreed, at the suggestion of Cllr Husband to suspend Standing Orders.

Joint Action Group

- (101) MVDC Cllr Budd shared with Council that:
- (i) the Manager of The Pheasant, Reigate Road, Buckland had approached him with a request for support to help address an ongoing problem with individuals using the pub car park to facilitate trespass into nearby private land;
 - (ii) SCC Cllr Clack had contacted the Surrey Fire Chief who had, in turn tasked the Reigate Fire Service to engage with The Pheasant and Buckland Estate.
- (102) Council:
- (i) noted the Dorking Fire Service, as a member of the Joint Action Group for Mole Valley, which includes the Police, Fire and MVDC Joint Enforcement Team has been part of a coordinated response to trespass at local sites;
 - (ii) welcomed a recent update from the Surrey Police MVNT that suggested steps are being taken to extend the coordinated response to more teams across a larger geographical area;
- and **resolved** to ask all Councillors (parish, district, county and unitary) to take every opportunity to encourage the taking of names when trespassers are being asked to leave private land to strengthen the follow up response enforcement options.

- (103) Cllr Jones asked SCC Cllr Clack if a new date had been set for the Dorking and Villages Neighbourhood Area Committee (NAC) that was due to be held on 25th June 2026 but cancelled due to the forecast high temperatures. SCC Cllr Clack confirmed SCC had agreed to allocate funding to allow the NACs to continue meeting throughout the 2026/27 year to build on the successes of the pilots and advised a new date is in the process of being set.
- (104) Council **resolved** to record its thanks to Cllr Jones for continuing to participate in the NAC meetings and record SCC Cllr Clack's feedback to Council that Cllr Jones's willingness to engage and the contributions she makes are highly valued.

Standing Orders were resumed.

- (105) Council noted updates issued by the NALC, Surrey ALC, SCC, MVDC, Surrey Police, Surrey Hills Board, Surrey Hills Society, GACC and Gatwick Airport had been circulated to Cllrs and key information published within parish updates.

MVDC Cllr Budd and SCC Cllr Clack left the meeting.

11. Finance and Risk Management

Account Payments and Receipts

- (106) Council noted Unity Bank had applied a £7 service charge to the current account on 31st May and 30th June and Q2 interest of £167.06 to the savings account on 30th June.
- (107) Council **resolved** to approve the following payments:
- (i) Josh Flynn Gardening Service £204.00 including £34.00 Vat, Grass cutting – two cuts during May;
 - (ii) Josh Flynn Gardening Service £204.00 including £34.00 Vat, Grass cutting – two cuts during May;
 - (iii) HMRC £261.45, PAYE liability re: June salary payment; and
 - (iv) HMRC £261.25, PAYE liability re: July salary payment.
- (108) Council **resolved** to authorise the Clerk to raise payment, upon receipt of the appropriate paperwork, to book places for:
- (i) Cllr Husband to attend the Surrey ALC AGM and Annual Conference, at a cost of £54 including £9 Vat, on 5th November; and
 - (ii) Cllr Bell to attend "Off to a flying start" online training for newly appointed parish councillors at a cost of £108 including £18 Vat.
- (109) Council noted Cllr Jones had verified the bank balances entered on the bank reconciliations prepared for the period 1st April 2026 to 30th June 2026 against the bank statements, initialled both sets of documents, and confirmed that no exceptions had been identified in the transactions reported between those dates.
- (110) Council noted PKF Littlejohn LLP (external auditor for all parish councils located in Surrey), had, on 19th May 2026, confirmed they had received and logged the notification of exempt status for the year ended 31 March 2026 submitted by Council.

12. Forthcoming Meetings

- (111) The Parish Council will next meet on Monday 14th September 2026 and meetings are subsequently scheduled to be held in the Reading Room on the following dates:
- 2026: 9th November; and
 - 2027: 11th January, 8th March, 26th April, 17th May, 12th July, 13th September, and 8th November.
- (112) Cllr Husband will attend the Surrey Branch of the National Association of Local Councils AGM and Autumn Briefing on Thursday 5th November 2026 in Cobham.
- (113) The 2027 Annual Parish Meeting will be held at 7.30pm on Monday 1st March 2027 in the Reading Room.

There being no other business the meeting closed at 9.45p.m.

Sheena Boyce, Clerk

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