

**Please note these are draft minutes until approved and signed at the next meeting.**

**BLETCHINGLEY PARISH COUNCIL  
MINUTES OF MEETING HELD IN THE  
COMMITTEE ROOMS ON MONDAY 8 FEBRUARY 2010**

**P R E S E N T**

Councillor R. Gater – Chairman

Councillors: K Bridger, A Butler PA Glenn, D Martin, J Moore, S-A Ray and R Trotman

In attendance: Clerk - K. Wantling, CC Elias, DC Black, P Cock, M Johansson and 5 residents, PC Shrapel and PCSO Wells.

**15/10 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillor N Munday. All were welcomed to the meeting.

**16/10 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**17/10 MINUTES**

The minutes of the Planning Committee Meeting held on 25 January 2010 were approved and signed by the Chairman. The minutes of the Full Council Meeting held on 11 January 2010 were approved and signed by the Chairman.

**18/10 RESIDENTS' REQUESTS**

**Church Lane – Yellow Lines** – an enquiry was made as to whether the yellow lines could be extended further down Church Lane. It was explained that the existing length was the minimum required by SCC and had been reached following consultation with various parties prior to application. It was felt that at present an appropriate balance had been obtained but that if enough residents felt strongly about this, then it could be revisited.

**Parking complaints near Church House** – The Parish Council had now received numerous complaints from different residents in relation to the inappropriate parking around Church House and in front of the Church. Concern was expressed that TDC appeared to be unable to enforce original covenant restrictions in relation to the types of works undertaken by the local business, whose vehicles were the main cause for complaint. Restrictions could be placed on noise levels and the hours worked. Several residents had approached the business owner directly to appeal for better parking with unsatisfactory results. The current parking conditions mean that there is no access for disabled users to the Church facilities and seriously compromises access to Church House and the nearby buildings in the event of an emergency. A query was raised in relation to the application of parking restrictions but this could be to the detriment of previously harmonious parking ability in this location. The police would look into the matter of parked vehicles causing an obstruction and being inappropriately parked and would also monitor the repair works purportedly being carried out on the highway. PC Shrapel would need to look into the regulations surrounding repairs on highways. It was noted that using the highway as an extension of a business should be a matter for TDC to enforce.

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Following a discussion,

**IT WAS AGREED THAT** the Clerk would write to TDC requesting that these complaints be looked into again. CC Elias would check into the regulations regarding the use of the highway to conduct business. The Parochial Church were also asked to write to the owner informing them of the number of complaints in relation to their parking.

KW

**Yellow Lines** – CC Elias reported that around the 11<sup>th</sup> March the next round of yellow parking lines would be advertised.

**Coneybury Stores** – The bags of sand and grit belonging to Coneybury Stores had been vandalised and resulted in contents covering the pavement. Councillor Martin said he would speak to the owner asking them to clear the sand and grit up.

DM

#### **19/10 REPORT FROM COUNTY AND DISTRICT COUNCILLORS**

DC Black reported that the newly laid concrete floor extension to the recycling had been vandalised and had required resurfacing. TDC are currently setting their budgets for 2010/2011. All recycling and refuse collections were now up to date.

CC Elias reported that SCC tax would be set on Tuesday. A discussion then took place in relation to possible alternative salt reserve sites following the Clerk's attendance at a SCC Highways meeting on Highways winter maintenance issues. The Clerk confirmed she had briefed all councillors on the meeting and would check that a copy had been forwarded to CC Elias for his information.

KW

#### **20/10 POLICING ISSUES**

PC Shrapel gave a report on the crimes between 12 January and 8 February 2010. There were a total of 10 reported crimes compared with 16 for the same period last year. A large number of these related to damage to vehicles and theft from sheds and premises, these included theft of a large quantity of tools and parts from garage premises and the theft of a pump and damage to electric fencing at the Bowls Club. Tandridge is continuing to experience a large number of thefts from motor vehicles and garden sheds and outbuildings. Residents are urged to review security measures on their property and ensure items are marked using postcode and house number. There has also been an increase in incidents of poaching. The sharing of local neighbourhood issues with other police units has proved to be very positive and has had the effect of increasing patrols through the village, which has had some positive results in apprehending individuals involved in crime.

The police review hopes to provide an additional 200 police officers by the end of 2012. Additional measures taken may increase this number by another 70. It is hoped that by April there will be an additional 6 police constables in Tandridge on the Proactive Team. There will also be new road policing constables. A discussion took place in relation to a possible satellite office being located in the Doctor's Surgery. PC Shrapel would come back with more details in due course so that a case could be put to the Village Hall Management Committee to consider if appropriate. Forms for Nomination of Community Payback were handed out and passed to P Cock who already had some projects for Bletchingley in Bloom that could utilise these forms.

Representatives from the Bletchingley Bowls Club Committee who were present

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discussed the recent vandalism at the Bowls Club, which occurred between the 29<sup>th</sup> and 31<sup>st</sup> January. This had already been discussed in the earlier Police Panel meeting. There was a possibility that mobile police cameras may be able to be appropriately located to try to prevent any further vandalism or at least identify the perpetrators. DC Black suggested approaching the Village Fair Committee for sponsorship to provide additional security mesh around the windows. The existing CCTV was being reviewed for any evidence. The Parish Council offered their full support on any issues in light of the ongoing vandalism that the Bowls Club suffered. Several residents were concerned by the increase in vandalism and it was agreed that a note would go in the Parish Magazine. A lot of this damage appeared to be “on foot” damage. Residents were asked to be very mindful of their surroundings and report any suspicious accidents. If crime reference numbers were known, then these should be used when reporting further incidents. This was particularly relevant of the ongoing issues surrounding the use of motorbikes in the fields and roads. When calling through on the 0845 number to report a bike incident, the reference number that should be quoted is TD/09/2042.

KW

*PC Shrapel and PCSO Wells left the meeting.*

M Stone commented on the “sleeping policeman” that had been installed at Grange Meadow saying that some residents had complained of grounding their vehicles on it and that there could be possible claims arising. DC Black stated that the “sleeping policeman” met with government regulations and therefore no claims would be approved.

*4 residents left the meeting.*

## **21/10 RESULTS OF THE HOUSING SURVEY QUESTIONNAIRE**

Mona Johansson of Surrey Community Action reported on the results of the Housing Survey Questionnaire, which was distributed in November 2009. All councillors were provided with a copy of the results and copy of the detailed breakdown. 19% of forms had been returned. Across the country a 10-35% response rate is generally recorded. The first part of the survey was designed to gather general information about residents’ views regarding current housing availability and development. The second part measured the level of existing need within Bletchingley. The results showed that there was a need for affordable housing within Bletchingley. This need could be accommodated by a mixture of 1 and 3 bedroom units and a smaller number of 2 and 4 bedroom units. The responses also indicated that 88% of the units should consist of social rented accommodation and 12% of shared ownership. In total 17 households are in need. Attitudes towards development of affordable housing are generally supportive with 65% in support of a local needs scheme and 33% against (2% were blank). The general comments are concerned with the need for protecting the greenbelt and the need to keep Bletchingley rural as well as a need to provide affordable housing for local people. There are also concerns that the existing infrastructure may not be able to cope with the population growth. Following a discussion,

**IT WAS RESOLVED THAT** the Parish Council would review the documentation and report back at the next meeting. If adopted, the Parish Council would need to make the report available to the community and to liaise with TDC both in relation to the Housing need and also in relation to the preferred partners. CC Elias suggested sharing the information with other groups such as TVSC and CAB who

All  
KW

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work closely with people in housing need.

The Chairman thanked M Johansson for her very detailed report.

*M Johansson left the meeting.*

## **22/10 MATTERS AND ACTION POINTS ARISING FROM MINUTES**

The Clerk's report was noted.

**Annual Parish Meeting** – This was set for Monday 24<sup>th</sup> May.

**Allotments** – Work was expected to be started on the preparation of the new plots in the next couple of weeks, depending on the weather.

**Hevers Pond** – A response from RH & RW Cluttons is still awaited.

**Highway Issues** – The Clerk had attended a meeting arranged for Parish Councils and Highways to discuss the Winter Maintenance Programme and a breakdown of the meeting was provided. Parish Councils had been asked to forward any comments on the Winter Maintenance Programme to Roger Archer Reeves so that they could be considered in the review. CC Elias was requesting that Pendell Lane, Big Common Lane and Little Common Lane be upgraded to priority 1 salting routes and that Rabies Heath Road be upgraded to priority 2 salting route. 2 additional salt bins were still being requested for the top of Coneybury and for Clare Cottages.

**Police Changes** – The Clerk and Councillor Bridger had attended a public meeting in Smallfield where Surrey Chief Constable Mark Rowley had detailed the police changes that were planned to take place across Surrey and how they would affect Tandridge. Councillor Bridger stated that he had been very impressed by the presentation from Mark Rowley and his supporting team and that the Surrey Police were seeking our support for these changes which would have the effect of increasing the number of police officers in Surrey, both visible and behind the scenes.

**Village Gateways** – These had been ordered.

**Training** – The Clerk was looking into a training session for all councillors to cover both the Power of Wellbeing and a Visioning process. The Clerk also confirmed she had completed and was now in receipt of her Certificate in Local Council Administration.

*CC Elias and DC Black left the meeting.*

## **23/10 BLETCHINGLEY IN BLOOM**

P Cock confirmed that Bletchingley in Bloom had registered their application for entry into "In Bloom" this year which would take place between the 5<sup>th</sup> and 16<sup>th</sup> July. A request had been put in to avoid Thursday as a judging day as this was Bletchingley "Bin Day". The first scheduled project was the creation of the bed at Rabies Heath Road. Future projects included the enlarging of the bed around the Village sign to about 2sqm; ongoing work at the Skills Centre garden; the continuation of the St Catherine's School Gardening Club, which would start again on the 1<sup>st</sup> March. This would also include the Special Needs class once a month during school hours. The Adult Education Centre had suggested a project, which could be undertaken by the Probation Service team, further details of which are still being sought. There were now monthly meetings on the 1<sup>st</sup> Monday of every month and work parties on the 2<sup>nd</sup> Saturday of every month. New volunteers are always

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welcome. A fund request had been put in to the Tandridge Local Committee fund. Funks Brook would also be receiving some planting to improve the entrance to Grange Meadow.

## **24/10 PARISH PLAN**

Councillor Ray confirmed there had been very little response to the letters sent out to different organisations in the village. These would be chased. Following a discussion,

**IT WAS RESOLVED THAT** Councillor Ray would get a date set for a meeting with all those interested parties to discuss the process and agree the next steps. The meeting would be advertised to try to encourage any interested parties to come along and see what it was all about. The Clerk would forward the contact details for the Surrey Community Action representative who would assist with the process.

SAR

KW

*P Cock left the meeting.*

## **25/10 CURRENT PLANNING ISSUES**

11.1. **TA/2010/39** – The Hawthorns, Pendell Road, Bletchingley, RH1 4QJ - Erection of part single storey and part two storey building to provide pre-prep accommodation with associated landscaping. (CH)

**RESOLVED:** No comment.

KW

11.2. **TA/2010/44** - The Dower House, Castle Square, Bletchingley - Erection of an outbuilding to be used as a gymnasium and hobbies room. (RME)

**RESOLVED:** The Parish Council are concerned about the amount of development at this property and we are led to believe that a previously built large building nearest the lane is now being used as an office which was not its original purpose.

KW

11.3. **TA/2010/62** - The Hawthorns, Pendell Road, Bletchingley, RH1 4QJ - Repairs to east wall. Removal of timber fence and gate from the south wall, erection of new section of brick wall and formation of new central opening with installation of timber gate. Erection of new section of brick wall to west wall to match existing. (Listed Building Consent) (CH)

**RESOLVED:** No comment.

KW

11.4. Any other current planning matters – discussion only

Councillor Martin reported on correspondence forwarded to him by the Clerk relating to the public enquiry on Gypsy and Traveller sites. It was originally planned that he would attend with Paul Newdick of TDC but as the Parish Council representatives were not allowed to speak at the enquiry, it was felt that it was not worth attending. It was felt that the need for additional sites had been incorrectly calculated and that all sites were currently situated on the western side of Tandridge. It was hoped that this would not happen again. There was a strong possibility that the Pendell site would be redeveloped to house 15 pitches in total. Each pitch could accommodate up to 3 caravans. Currently only 4 pitches are being utilised.

- **TA/2009/382** – Land at Whitehill Lane, Bletchingley, RH1 4QY – An appeal has been lodged.

## **26/10 REPORTS FROM AREAS OF RESPONSIBILITY**

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**1. Neighbourhood Watch** – Nothing to report.

**2. Footpaths and Bridleways:** Nothing to report.

**3. Transport:** Nothing to report in the absence of Councillor Munday. The Clerk handed a list provided by SCC Highways of the location of salt bins in Bletchingley to the Councillors and asked them to confirm the locations.

**4. Speedwatch:** Nothing to report in the absence of Councillor Munday.

**5. Cemetery:** (i) **Mapping** - A print out of the mapping of a section of the cemetery undertaken by Gordon Hall at a cost of £252 was shown to all councillors. It was thought that this was about 1/5 of the work required to undertake a complete mapping of all visible headstones in the cemetery. Following a discussion,

**IT WAS RESOLVED THAT** the Parish Council would continue with this form of mapping over the next few years. It was agreed that whilst a costly exercise, it was a necessary one and would then assist the council with having a complete record of what is visible in the cemetery as well as then being in a far better position to locate those graves which are recorded but have no headstones.

KW

*Mr Birt left the meeting.*

(ii) **Commonwealth War Graves Commission** – the request to place additional markers on two graves to identify the occupants was discussed and the maintenance charge. Following a discussion,

**IT WAS RESOLVED THAT** the Parish Council would agree to the request and the additional charges and would instruct the contractor accordingly.

KW

(iii) **Hedge Planting behind Bus Stop** – consideration was given to the planting of a hedge screen behind the bus stop. Following a discussion,

**IT WAS RESOLVED THAT** planting of appropriate hedge screening plants was agreed and the Clerk would undertake to contact Robert McCarthy to enquire as to his availability to do the planting.

KW

**6. Minerals/Environment** – Councillor Butler stated that another plan in relation to North Park Quarry was still scheduled to come in relating to the Dust Plan. It was hoped that this would be available in time for the next Dust Sub Committee meeting on March the 10<sup>th</sup>. The next Liaison Committee meeting was scheduled for April 21<sup>st</sup>. It was hoped that any issues raised at the Dust Sub Committee meeting would be incorporated into the Dust Plan.

**7. Tree Wardens:** Nothing to report.

**8. Village Hall/Community Centre:** Nothing to report.

**9. Recreation/Sports Association:** Nothing on the Stychens Lane playground. It was hoped that all issues arising from the newly installed low fence at Grange Meadow had now been settled.

**10. Allotments:** Nothing to report.

**11. Street Lighting:** No 6, Castle Street light was still not working. Other lighting faults already reported to the Clerk had been reported to the appropriate SCC department. Following a discussion,

**IT WAS AGREED THAT** the Clerk would report No 6.

KW

**12. CCTV:** The Chairman reported that the CCTV systems were operating

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normally. Images had been reviewed following the report of the theft from the Garage, but unfortunately nothing had been identified on the camera.

**13. Website:** The website had received its most hits over the last month.

## **27/10 FINANCE**

13.1 The following February payments were sanctioned, cheques and stubs signed. All

000663	Bletchingley Village Hall	12.00
000664	Mrs K Wantling	649.69
000665	HM Revenue & Customs	74.70
000666	Robin Gater	115.00
000667	Viking Direct	140.30
000668	Digital Office Solutions	92.75
000669	Vistec Systems Limited	237.94
000670	DA Landscaping	<u>504.00</u>
		<u>£1,826.38</u>

13.2 Expenditure required for reviewing HM Land Registry documentation for Whitepost Field and the adjoining fields was discussed. The Clerk confirmed she had been contacted by HM Land Registry and forms were being sent in the post relating to the required documentation, which would be available on receipt of the completed forms and appropriate payment. Following a discussion,

**IT WAS RESOLVED THAT** the relevant costs incurred were agreed under LGA 1972 s111. These costs were likely to be less than £50. KW

## **28/10 CORRESPONDENCE RECEIVED**

The list of correspondence received and previously circulated was noted.

## **29/10 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA**

**Housing Survey** – This would be on the March agenda for full discussion. KW

**Clerk's Networking Day** – The Clerk enquired as to whether she would be able to attend the networking day on the 26<sup>th</sup> March 2010. The Council agreed and this would be formally agreed at the March meeting. KW

## **30/10 DATE OF NEXT MEETINGS**

**Planning Committee Meeting – 22 February 2010**

**Parish Council Meeting – 8 March 2010**

The Chairman closed the meeting at 10.20 pm