

**MINUTES of a Meeting of Tatsfield Parish Council held on the 11th November 2024 in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield TN16 2AG commencing at 8.00 p.m.**

**Present:** Ms Kim Jennings (in the chair)  
Mr David Pinchin Mr Dave Mitchell Mr Simon Cook Mrs Sue Dowse

**In Attendance:** Samantha Head (Clerk)  
Martin Allen (TDC)

And 0 parishioners

The meeting commenced at 8.10 pm

**1. APOLOGIES**

4059/1124 Martin Elmer had and Jason Syrett had sent their apologies. These were received and accepted by members.

**2. DECLARATIONS OF INTEREST (relating to items on the agenda)**

None

**3. Approve and sign the MINUTES of the previous meeting held on 14<sup>th</sup> October 2024**

4060/1124 It was resolved that the minutes reflected a true and accurate record of the meeting held on 14<sup>th</sup> October 2024. They were duly signed by the Chair.

**4. Receive and Accept the Minutes of the Furze Corner Steering Group meeting held on 3<sup>rd</sup> September 2024**

4061/1124 Members received and accepted the minutes of the Furze Corner Steering Group meeting held on 3<sup>rd</sup> September 2024.

**5. Public Participation**

None

**6. Officer's report**

None

**7. PLANNING:**

**(a) Planning Team for November: Jason Syrett and Kim Jennings**

4062/1124 It was resolved that the planning team for November would be Jason Syrett and Kim Jennings.

**(b) To determine the Parish Council's position on Appendix A:**

David Pinchin noted the planning results since the last Parish Council meeting, making particular reference to those applications which the Parish Council objected to but the TDC approved.

**TA/2024/1103 Tavira, Parkwood Road, Tatsfield TN16 2LT**

Two storey rear and single storey side extensions. (Certificate of Lawfulness for a Proposed Development)

In the Green Belt outside of the defined village.

An existing c. 1970s house which has been extended over time to in the region of double its original size.

Previous applications to extend refused at appeal in 2020, refused in 2023 and refused again in 2024.

This proposal is larger than the refused 2024/457 application which is currently also being appealed.

4063/1124 Comment: Objection. We firstly would refer TDC to the planning history on this site and previous refused applications.

Though it is recognised that the proposals under this application seek to demolish parts of the existing dwelling prior to the addition of side and rear new extensions and conversion and building over of the garage, this application sets out a number of further large extensions that further increase volume to a building that has previously already been extended in the green belt.

Though the plans suggest the conversion of the garage into a number of habitable rooms, the elevation do not show any windows to those rooms, instead keeping the large metal garage door on the front elevation. There is also no indication of roof windows to the bedroom over the former garage – only one window to the rear. The large extended bedrooms to the first floor rear of the property will lack sufficient light and ventilation. The new side extension is incongruous and inappropriate as a flat roof box added onto the side of the existing house elegant 1970s house.

It is our consideration that the current proposals represent poor design that is out of keeping with its rural context and the character of the existing house. The proposals are therefore contrary to TDC Adopted Policies DP7 and CSP18 and policy TNP04a of the adopted Tatsfield Neighbourhood Plan (see extract below). We would ask that the applicant reconsiders the

composition of the proposals to result in a far better and respectful design and composition with the existing house. The Parish Council have raised similar concerns on a previous application on this property.

**Extract from TNP04a:**

**Extensions to dwellings**

*Development proposals for extensions and/or alterations to existing residential buildings should respect the design and character of the existing building.*

*In addition, they should respond positively to the following design criteria:*

- a) use original or sympathetic materials, components, and vernacular detail to match as closely as possible to those on the existing building;*
- b) reflect the original building's characteristics in proportions of windows to walls and in the design of the roof form;*
- c) avoid use of flat roofs, or UPVC components; and*
- d) ensure that conservatories are designed and located with particular care to avoid undue prominence from public vantage points, main elevations, or any impact on heritage features.*

**APP/M3645/D/24/3352332 TA/2024/591 The Firs, Maesmaur Road, Tatsfield TN16 2LD**

Retention of works: Erection of a detached garage.

The Parish Council have previously submitted a response against this application to TDC. This is a Householder Appeals Service – there is no opportunity to submit comments. All representations have been forwarded to the inspector. If the PC wishes to withdraw any previous representation(s), this can be done before the deadline. 4064/1124 Members agreed no further action required.

**8. Finance:**

**(a) Finance Team for November: Jason Syrett and Kim Jennings**

4065/1124 It was resolved that the Finance Team for November would be Jason Syrett and Kim Jennings.

**(b) Authorise payments (including authorisation of Internet banking) detailed in Appendix B**

4066/1124 Members approved the Clerk's request. Items on Appendix B were duly approved. Payments and supporting invoices were checked and signed by members of the Finance Team for November. David Pinchin signed Appendix B and the supporting invoices on behalf of Jason Syrett.

**(c) Approve salary increase for Clerk as per MALC National Pay Award to be backdated to 1<sup>st</sup> April 2024**

4067/1124 Members approved the Clerk's salary increase, to be backdated to 1<sup>st</sup> April 2024.

**9. Notified Items**

**a) Furze Corner**

Jason Syrett had provide the minutes from the 3<sup>rd</sup> September meeting. The next Steering Group meeting would be held on 19<sup>th</sup> November.

**b) EV Charging**

Simon Cook had followed up with the progress on the application. At present there was nothing further to report.

**c) Report on Parish Assembly meeting – 24<sup>th</sup> October 2024**

Kim Jennings gave the following report: Along with Martin Elmer, she had attended the Parish Assembly meeting at TDC offices in Oxted. This was the first meeting of the Tandridge Parish Assembly. It was well attended and there were representatives from all the parishes. David Ford welcomed everyone to the meeting and stated that he hoped it would result in all parishes working together and with the District Council. The main reason for forming the assembly is for TDC to attempt to save £4m over the next 4 years to cover the budget deficit. Terms of Reference for the assembly were agreed. The idea was for parishes to share ideas: Emergency Plan responses and facilities were suggested. Godstone PC gave a brief presentation on how they've achieved their Parish maintained playground. Everyone then split into smaller groups to discuss ideas that could be shared. These meetings would be every six months. David Ford confirmed he would circulate a summary of the meeting and any actions.

**d) TDC Consultation on draft Housing and Economic Land Availability Assessment (HEELA) Methodology**

TDC had launched a consultation as they were developing a new Local Plan and were therefore required to undertake a HEELA. They would like comments on their draft HEELA methodology by 29<sup>th</sup> November.

4068/1124 Members suggested that Jason Syrett would likely be best placed to draft the PC's response. Members further approved to agree the response by email as the deadline was before the next PC meeting.

**e) Christmas Carol Singalong**

Andy Moore had volunteered to run this event this year. It would be held on 13<sup>th</sup> December at 18:00 in the garden at The Old Ship. Kim Jennings asked for donations for a hamper for the customary PC raffle. Simon Cook had offered to source the sweets and the PC agreed to fund this.

**10. Reports from County Councillor, District Councillor, Village Organisations and External Organisations****a) County Councillor**

No report.

**b) District Councillor**

Cllr Allen gave the following update: It has remained relatively quiet at the District Council as focus has turned to the Future Tandridge Programme and the medium term financial strategy. Both need to take into account the fact that the budget pressures continue into 2028/9 by approximately £4m a year for four years. Appropriate savings will need to be made. Cllrs have agreed 11 principles for the Council to achieve this and one of those principles will be for the discretionary spend on third parties will need to be reviewed. Although, having agreed this, the next decision was to suggest a Community Asset be offered a 100% rental subsidy. Fees and charges will have to go up, probably by 5%, along with parking charges in the district. The TDC approach is to look to all the parishes to help resolve this financial situation.

The latest issue of the Tandridge News and Events has a lot of useful information and Cllr Allen would get as much of this into the Parish Magazine as possible.

Cllr Allen had attended two budget workshops, a full council meeting, a PCC meeting (with Simon Cook), both the pre- and actual Community services committee meetings – this would be the committee which will bear the brunt of the budget cuts and increased charges. He also attended a BHACC meeting and a meeting with the BHA CEO (with David Pinchin). Cllr Allen and David Pinchin now have monthly meetings with the CEO to review the overlying affecting Tatsfield and the reporting structure.

Cllr Allen will be involved with the Independent Remuneration Panel where he will be suggesting an increase in the annual pay for councillors for the voluntary element of their role which he believes should be decreased from 60% to 50%.

Cllr Allen has passed a Street Trading Consent application on to Limpsfield ward as it involved the lay by at Moorhouse.

**c) VHMC**

No report.

**d) Police**

Simon Cook gave the following update:

There has been a change in personal: Sgt Dan Kite and a new PCSO Lisa Cobb. She is hoping to attend a PC meeting – either in December or early in the New Year.

Tatsfield crime: 2 ASB, 2 Public Order, 1 Criminal Damage and 3 Vehicle Crime.

There had been a burglary in Ricketts Hill Road – it appears that the two masked intruders who broke into the house were looking for the keys to two high value vehicles in the garage.

There is evidence of drug use in the old bus shelter.

The vehicle that crashed into the post opposite the village green is now in Westmore Road. It has no road tax but has been seen being driven on Paynesfield Road.

In the wider area, there was a DUI after a male drove away from an altercation in a pub in Warlingham. He was arrested for this, criminal damage and assault, and driving without insurance. There was also an assault and theft of a motorbike in Westerham. 6 people on scooters with number plates removed assaulted a motorcyclist and stole a bike.

General advice from the police is that there has been an increased number of victims reporting receiving fraudulent communication via phone / email and increases in keyless car crime.

Simon Cook and Martin Allen attended a PCC Surrey Police 2024/5 update held on 29/10/2024. It was hosted by Lisa Townsend (PCC), Neville Kemp (Dep. Chief Constable) and Lyndsey Whatley (Borough Commander).

The aims of the meeting were:

1. The Borough Commander Stated it was the intention to take policing 'Back to Basics' With the three main priorities being to tackle shop lifting, antisocial behaviour and drugs.
2. The Police and Crime Plan for 2025 will soon be launched with an on-line questionnaire which can be completed by scanning the QR code on the poster which will be placed in the PC noticeboard.
3. Surrey Police are required to find savings of 17 to 20 million pounds over the next four years.
4. Surrey is the third safest county in the UK.
5. There has been a 25% increase in arrests in the last twelve months and double the amount of prosecutions in the county year to date.
6. Response time to emergency calls has been reduced to 16 minutes which is above the national average.
7. On social media there is a policing information website called 'In the Know' and there is a 'Suspicious activity portal' which can be downloaded by searching for the same name.
8. The Deputy Chief Constable stated that it was their intention to improve community engagement.

The session finished with a Q&A session where Simon Cook raised the issue of the lack of police presence in Tatsfield to tackle drug use and ASB and the fact that there had been no response to requests for a representative to attend TPC meetings.

**11. Parish Council Land / Property**

**To receive updates, discuss matters and where relevant agree on proposals relating to:**

**a) Tatsfield Green**

Tatsfield Lodge – Boundary Dispute

This item would be discussed under Part 2.

**12. Meetings to attend/ correspondence**

- Fairtrade AGM on 3<sup>rd</sup> December – Simon Cook to attend
- PCllrs to support, where possible, at the Christmas Carol Singalong

**13. Matters for reporting or Inclusion in a Future Agenda**

- EV Charging

Final public participation:  
None

The meeting closed at 8.47pm

The next Parish Council meeting would be held on Monday 9th December 2024 at 8pm.