

MINUTES of a Meeting of Tatsfield Parish Council held on the 14th July 2025 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 Dave Mitchell Mr Simon Cook Mrs Sue Dowse Mr Jason Syrett

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

And 0 parishioners

The meeting commenced at 8.00 pm

1. APOLOGIES

4193/0725 Martin Elmer and David Pinchin had sent their apologies. These were received and accepted by members.

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

4194/0725 Jason Syrett declared an interest in item 11a – Tatsfield Green – Boundary Dispute. He took no part in the discussion and agreement on this item. 4195/0725 Sue Dowse declared an interest in item 11b – Westmore Green – Request from NSYC to use the green. She took no part in the discussion or agreement on this item.

3. Approve and sign the MINUTES of the previous meeting held on 9th June 2025

4195/0725 It was resolved that the minutes reflected a true and accurate record of the meeting held on 9th June 2025. They were duly signed by the Chair.

4. Receive and Accept the Minutes of the Furze Corner Steering Group meeting held on 20th May 2025

4196/0725 Members received and accepted the minutes of the Furze Corner Steering Group meeting held on 20th May 2025.

5. Public Participation

- A NSYC representative reported that the committee was invited to a garden party hosted by Claire Coutinho MP and were given a copy of an impact report. NSYC had received a grant from the MP's charity and represented Tatsfield in the document.

6. Officer's report

- The Clerk confirmed that she had submitted the AGAR to the external auditor ahead of the deadline and all required documents had been published on the PC's website.

7. PLANNING:

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

4197/0725 It was resolved that the planning team for July would be Jason Syrett and Kim Jennings.

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

TA/2025/577 Redwood House, Greenway, Tatsfield TN16 2BS

Ridge rise and change to rear elevation.

This application proposes raising the existing pitched roof slightly – a c. 5% increase in overall volume – and the reconfiguration of ground floor windows facing the garden. The house is detached and set away from neighbouring boundaries – no significant impacts expected to neighbours.

4198/0725 Comment: No comment

TA/2025/532 Redwood House, Greenway, Tatsfield TN16 2BS

First floor side extension over existing ground floor.

A first-floor side extension over existing living space to provide a further bedroom and en-suite/wardrobe. The application provides a 15.5% increase in volume. The house is detached and set away from neighbouring boundaries – no significant impacts expected to neighbours. The extension feels visually proportionate to the existing house.

4199/0725 Comment: No comment

TA/2025/574 Headley, Redhouse Road, Tatsfield TN16 2AB

Single storey rear infill extension to form a new dwelling within the existing property with new front door. Front porch flat roof to be replaced with semi pitch leading to wrap around to side creating a veranda type cover.

Located within the Defined Village on the corner of Redhouse Road and Westmore Road, a reconfigured layout of an existing semi-detached dwelling to create a separated annexe to provide space for a family relative living adjacent to family with a medical condition. Vehicular access and servicing are retained as current – there is a small, separated garden area and the addition of a wraparound veranda.

4200/0725 Comment: No comment

8. Finance:

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

4201/0725 It was resolved that the Finance Team for July would be Jason Syrett and Kim Jennings. Jason Syrett said that he would be unable to authorise banking payments the following day and that David Pinchin had kindly offered to do this for him.

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

4202/0725 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 July.

(c) Receive monthly bank reconciliation reports

4203/0725 Members received the monthly bank reconciliation reports. These were signed and dated by two parish councillors. *These were the bank reconciliations for April, May and June.

(d) Receive Budget v Actual YTD spend reports

4204/0725 Members received the budget v. actual YTD spend reports. *These reports were for April, May and June.

(e) Appoint Internal Auditor for 2025-26

4205/0725 Members agreed to appoint Mike Platten as the PC's Internal Auditor for 2025-26.

(f) Rent review of the AMB tenancy agreements

The Internal Auditor reviewed the tenancy agreements during the audit. He noted that in the agreement for the 1st floor, there was a rent review clause at 36 months. The Clerk explained that the understanding was that the PC reserves the right to review but would not do so if it was happy with the status quo. The auditor said the clause indicated that the PC should undertake a review as soon as possible. The Clerk had circulated copies of all the tenancy agreements for the rooms at the AMB to all councillors ahead of this meeting.

4206/0725 Members reviewed all the tenancy agreements and agreed that the rents for each room would stay at the current rates until the end of each respective tenancy in 2026. Members further agreed to delegate a review of the agreements to the finance committee which would then report back to full council.

9 Notified Items

a) Furze Corner

Jason Syrett gave the following update: TDC had come back late last week (just one day before the planning decision due date) to say that it would need to consult the EA regarding flood risk. This would likely delay matters by a further 4 weeks. The PC had asked if this could possibly be made a condition of planning. Jason Syrett confirmed that the full CIL application has been submitted to TDC. The deadline for the Your Fund Surrey application is the end of August.

Kim Jennings noted that the local dog warden has enquired about renting the field for training lessons.

At the last Steering Group meeting, the members of the cricket club who maintain the pitch stated that if proper maintenance is not done soon then the pitch will be unplayable in the next season or two. The pitch needs spiking and sanding and estimated costs would be c. £2k.

b) Devolution (Surrey)

Kim Jennings reported that she had attended a meeting on 7th July. SCC is supporting the 2 Unitary Authority proposal. SCC said that services from the district / borough / town councils will continue in their current form until May 2027. A pilot of Neighbourhood Action Groups have been set up by SCC. Martin Elmer had agreed to join the pilot representing Tatsfield. Meetings will take place every three months and there would be a small budget to be spent on local services.

c) Local Government Reorganisation and PC elections

TDC had emailed the PC to ask for its thoughts on whether it wished to remain in the current election cycle (May 2027) or bring the election forward by one year to May 2026 which would bring the election cycle in line with the Unitary Authority elections. The main effect of staying with the current cycle is the PC may have to pay the full election costs as there may be no other elections held at the same time. In recent years, there has been a TDC and / or PCC elections so some of the costs have been

shared, For comparison, if the TPC election is held with one other election, then the cost would be just under £3k and if the PC election is not combined with any other election, the cost would be c. £5.4k.

4206/0725 Members agreed to stay with the current election cycle but reserve the right to request future elections be brought in line with the Unitary Authority cycles.

d) Potential transfer of TDC community assets in the parish

Following a meeting of PC Chairmen on 7th July, Kim Jennings reported that the discussion continued to centre around public toilets and other facilities and had not yet moved on to open spaces. The lack of movement was because information from TDC was not forthcoming.

e) Footpath gates at Kemsley Wood – repairs

There had been several complaints about some of the gateposts / gates in the Parish Council owned part of Kemsley Wood. The Clerk and Chairman had been to take a look and had asked Tatsfield Aquatics to provide a quote. The Chairman can provide the posts and so it would be solely labour costs. It would be difficult to fully know the costs involved until the damaged / rotten posts have been taken out.

4207/0725 Members agreed labour costs of up to £500.

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 report: As a consequence of the change to the NPPF decisions made before 'grey belt' came into existence, refusals are now being challenged on appeal. One application, which TDC refused for 270 houses, in Smallfield has been allowed by the inspector. The Kemsley Road application was refused but, on reading the officer's report, Cllr Allen noted several errors. These have now been corrected. Cllr Allen has also flagged that the report conclusion did not cite any of the TNP policies as reasons for refusal.

In April 2025, the Planning Policy Committee published an Interim Planning Policy Statement for Gypsy Travellers and Travelling Show People. Current land supply is 32.

Enforcement – matters relating to issues at Thistledown, The Grasshopper Inn and Anhedral remain ongoing. The cases at Rosefield House, Cedar Cottage and Russetts have been closed as it was deemed that the notices served had been complied with. Cllr Allen has asked to see confirmation of this.

Cllr Allen attended the following committee meetings: Community Services, Strategy & Resources, Audit & Scrutiny and Full Council. Cllr Allen also sat on a Licensing Panel to discuss a Summary Review under the Licensing Act for an establishment that the police felt was not meeting the objective of the licence. It was agreed to suspend the licence.

As a result of Local Government Reorganisation, two more employees have resigned. SCC is continuing to press for a 2 UA model. 11 of the 12 borough and district councils are supporting the 3 UA model.

During the July meeting between the Independent Group and officers at TDC, information was shared regarding fly tipping and waste disposal. This will be mentioned again in the Parish Magazine. The message is check the waste carrier, ensure you receive a copy of the waste transfer note and then pay the invoice. You are responsible for ensuring your waste is disposed of correctly..

Police – Cllr Allen has arranged for a PCSO to attend the October PC meeting. There would be a Meet the Beat session in Tatsfield on 23rd September.

c) Airport

David Pinchin had submitted the following report: Since my last report in May, there has only been one meeting with the airport and that was last week's informal meeting with David Winstanley and Colin Hitchins. Martin and I both attended.

The good news is that the number of incursions into the Tatsfield NSA (Noise Sensitive Area) has continued to decrease with fewer complaints and, in the main, satisfactory outcomes from investigations. Martin keeps a watchful eye on all the overflights and any subsequent complaint-handling. Apparently, our NSA is now the most consistently observed NSA within the Airport's jurisdiction. And now, to take matters one stage further, the airport are trialling an increase in the vertical limit of the NSA from 2,000 to 2,500 feet AMSL (above mean sea level). Alongside that initiative, the airport are still committed to reviewing the NSA boundary which would move it further away from the village centre south of the golf course. Martin and I will continue to push and make sure it happens.

I will be attending the next residents forum (ARNAF) meeting tomorrow with Kim. Unfortunately I will be unable to attend the next BHACC meeting at the end of the month.

d) Police

Simon Cook gave the following update:

He had confirmed the Police attendance at the October meeting.

The Paynesfield and Westmore roads Neighbourhood Watch scheme has been approved. Simon Cook would be the new coordinator.

Surrey Police have launched a new campaign – Keep Streets Safer – the focus of which will be high density populations.

Tatsfield crime (up to 19th June): x1 violent crime (incl. domestic abuse), x2 attempted theft of motor vehicles, x3 ASB.

CCTV signage has been replaced at the top of White Lane and the camera is now back (on Titsey owned land)

General advice from Surrey Police: key tips for burglary prevention, awareness for online and telephone fraud, vehicle theft prevention.

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 will be discussed under Part 2.

b) Westmore Green

- Tap at the Village Club – donation from PC

Dave Mitchell indicated that the club would appreciate financial support from the PC for the installation of an outside tap. Members agreed in principle and costings would be provided in due course.

- Pond – maintenance

The weeds in the pond have been cleared. The benches need a good clean. Simon Cook offered to clean the benches.

- Permission to place bronze statue near the pond

The Roseheath Foundation has made a gift of two bronze statues to the Parish Council. These were gratefully received and thanks passed to the Roseheath Foundation. Members suggested that they are positioned around the pond but in the shade so that the bronze does not tarnish. Dave Mitchell offered to fix the statues into the ground.

4208/0725 Members gratefully received the two bronze statues and approved their addition to the PC's Asset Register and Insurance.

- Request from NSYC to use the green

Sue Dowse noted that the NSYC needed to do a recruitment drive. Many people did not realise that membership is open to any Tatsfield residents aged 55+. As part of this drive, the group would like to bring the ice cream van to the green and hold an informal meet and greet. Proposed dates were 16th and 28th August.

4209/0725 Members agreed the request.

c) Aileen McHugo Building

- Recycling bins at AMB

Kim Jennings had arranged collection of the two recycling bins this week. The scheme to recycle coffee pods and medicine foils had been really well used. Kim Jennings proposed a further plastic recycling bin outside the AMB.

4210/0725 Members agreed to purchase further recycling bins.

- Car parking in AMB / VH car park

The VHMC had contacted the Chairman to complain about cars parking overnight in the AMB / VH car park. The Chairman had explained that the PC had previously written to local residents to highlight that overnight parking is not allowed. Signs have already been put up by the PC. David Pinchin has placed a not on one offending vehicle which overhangs a bay and causes an obstruction. David Pinchin will report back to the VHMC.

- Vern D'Anjou twinning commemorative plaque

The Chairman met with a member of the Vern D'Anjou association. They had agreed the best place for the plaque would be on the wall next to the VH main door. Dave Mitchell offered to fix the plaque to the wall.

12 Meetings to attend/ correspondence

- The new tenants of the Bakery had contacted the PC to request permission to put a couple of picnic benches with umbrellas on the green outside the Bakery. This request had been agreed for July and August only and on the condition that the grass and vines were maintained.

13 Matters for reporting or Inclusion in a Future Agenda

- EV charging

Final public participation: The A board frame had no Perspex in it.

The meeting closed at 9.41pm

The next Parish Council meeting would be held on Monday 8th September 2025 at 8pm.