

MINUTES of a Meeting of Tatsfield Parish Council held on the 14th October 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 Jason Syrett Mr David Pinchin Mr Dave Mitchell Mr Simon Cook
Mrs Sue Dowse (After item 8a)

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

And 12 parishioners

The meeting commenced at 8.00 pm

1. APOLOGIES

4039/1024 Martin Elmer had sent his apologies. These were received and accepted by members.

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

40340/1024 Jason Syrett declared an interest in item 10a – Boundary Dispute. He took no part in the discussions or agreement for this item.

3. Approve and sign the MINUTES of the previous meeting held on 9th September 2024

4041/1024 It was resolved that the minutes reflected a true and accurate record of the meeting held on 9th September 2024. They were duly signed by the Chair.

4. Public Participation

- Several parishioners had attended the meeting to make a representation to the PC regarding the parking difficulties along Paynesfield Road which they stated were being caused by the garage. They noted that there were several elderly residents whose carers were struggling to park when carrying out a visit. Cars park down one side of the road. The parked cars were also causing visibility problems and, combined with the speed vehicles travelled up and down the road, there had been several 'near misses'. There were also claims that mechanics were working on cars which were parked on the road, that they were not paying enough in business rates and that due to advertising now on social media, the volume of cars had increased substantially. One resident claimed that 6 years ago he had been told by a SCC officer that cars parked on the road waiting for work to be carried out at the garage could not be parked on the road.

5. Officer's report

- The Clerk confirmed that the half year precept payment had been received and that the VAT refund for period 01/04/24 – 30/09/24 had been submitted.

6. PLANNING:

Kim Jennings noted that she and Martin Allen had attended a meeting at TDC with the Interim CPO, Thomas James and Planning Officer Hannah Middleton regarding the number of planning applications involving bungalows in the parish where multiple permitted development rights were being granted, the owner would then submit an application which rolled into one large planning application (involving demolition of existing building) by using the cumulative sqm. Kim Jennings and Martin Allen suggested that this is a loophole in Green Belt planning and should be tested by TDC. Kim Jennings suggested that the PC lobby the ward MP.

(a) Planning Team for October: Jason Syrett and David Pinchin

4042/1024 It was resolved that the planning team for October would be Jason Syrett and David Pinchin.

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

TA/2024/937 1 Park Farm Cottages, Rag Hill Road, Tatsfield TN16 2LS

Erection of two-storey rear extension, loft conversion and extension involving installation of 3x rooflights and erection of rear dormer. Erection of outbuilding. (Certificate of Lawfulness for a proposed Use or Development)

We previously reviewed and objected to an application to extend this house back in March 2024 which was refused and is the subject of a planning appeal.

4043/1024 Comment: Objection – consistent with our previous objection on application ref. TA/2024/95

Taking into account previous planning approvals granted for a ground floor extension and a detached garage and as built out under application refs. TA/78/301 and TA/96/764, this further extension and addition of an outbuilding would lead to the cumulative overall built form of the house having 'disproportionate additions' to the built form of the original house and therefore contrary to Local Plan Detailed Policy DP13 (E) as follows:

DP13: Buildings in the Green Belt

Unless very special circumstances can be clearly demonstrated, the Council will regard the construction of new buildings as inappropriate in the Green Belt. However, subject to other Development Plan policies, exceptions to this are as follows:

Extension & Alteration

E. The extension or alteration of buildings within the Green Belt (outside the Defined Villages), where the proposal does not result in disproportionate additions over and above the size of the original building as it existed at 1 July 1948 (for non-residential buildings) or 31 December 1968 (for residential dwellings), or if constructed after the relevant date, as it was built originally.*

TA/2024/1061 Motorway Service Area North, Motorway Service Area, Clacket Lane, Westerham TN16 2ER

Construction of a drive thru lane and the associated civils works with extensions to provide the pay and collect locations. (Updated plans and revised Ecology Report)

We have reviewed this latest information (revised drawings and Ecological Impact Assessment) for the provision of a drive-through lane for McDonalds at Clacket Lane North service station.

We previously objected (in October 2023 and May 2024) to this application due to the impact it had on the adjacent Titsey Woods SSSI and Ancient Woodland and loss of wildlife habitats.

The revised design now reduces the impact on the adjacent woodland and proposes a buffer zone and compensatory native tree (19 new trees), hedge and understorey planting and habitat works.

As a result of this, we propose that we return no further comments on the application.

4044/1024 Members agreed that no further comment was needed.

TA/2024/939 The Briars, Ninehams Road, Tatsfield TN16 2AN

Conversion of a double garage into a habitable room and erection of rear external access ramp.

A single storey bungalow in the green belt outside of the defined village.

The house has no recent planning history but there are mentions of extensions and replacement of the garage between 1973-1985.

This application converts the existing attached garage into an accessible bedroom/bathroom for a person with mobility difficulties and provides a ramped access from the garden elevation. No changes to massing – minor changes to doors/windows.

4045/1024 Comment: No comment

TA/2024/1011 The Firs, Maesmaur Road, Tatsfield TN16 2LD

Erection of a detached garage.

The addition of a detached garage to this property has been the result of a number of recent planning applications since 2022, a planning appeal and enforcement action. This latest proposal seeks to reduce the height and massing of the garage which is already partly built up to dpc/ground level through a mono-pitch design rather than a duo pitch design. Juliet balconies have now been removed from the design and it is more consistent with a large detached garage building rather than an annexe building. It is now much lower and subservient to the main house.

With the interest of bringing this matter to a close, and on the basis the principle of a detached garage has previously been approved in this location, our recommendation on this application is No Comment.

4046/1024 Comment: No comment

TA/2024/944/NC Meadow Bank, Goatsfield Road, Tatsfield TN16 2BU

Conversion of agricultural building into a residential dwelling. (Prior approval Schedule 2, Part 3, Class Q)

A certificate of lawfulness was granted in July of this year to confirm the use of an outbuilding and adjacent land at this private house as having been used for 'agricultural purposes'. The applicant claimed at the time that the land and buildings that formed the application (located to the side of Dell Cottage) have been used for agricultural purposes (the keeping of animals) for a continuous period of more than 10 years.

The applicant now proposes to extend the outbuilding to the rear by around 2.5m, add a driveway and two parking spaces and turn it into a self-contained two bedroom house.

The applicants have submitted a structural report dated April 2024 as part of this planning application stating the barn was now disused and suitable for conversion to residential use. After the date of this report being compiled, the applicant in parallel submitted application ref. 2024/398 justifying to Tandridge District Council that the barn was in use for agricultural purposes – the keeping of animals – with evidence of such and signed affidavits from the owners.

It is evident that the applicants applied for recognition for agricultural use earlier this year such that they could then use a permitted change of use under Paragraph Q.2 (1) of Part 3 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (As amended) to then convert the building to residential use.

There were previous enforcement actions relating to the buildings on site in the 1970s and application for residential use were rejected in the 1990s. Prior refusals for the erection of a residential house on this land in 1991/1992 under TA/91/723 and TA/91/1054 are recognised. However, the applicant appears to have followed the allowed Permitted Development route from agricultural to residential use which as of earlier this year also allows up to 4m extensions to the rear of the building.

4047/1024 Comment: No comment

7. Finance:

(a) Finance Team for October: Jason Syrett and David Pinchin

4048/1024 It was resolved that the Finance Team for October would be Jason Syrett and David Pinchin.

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

4049/1024 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 October.

(c) Expenditure requiring authorisation

- Exterior work at the AMB – temporary support over hang roof of the AMB, remove existing support post and replace with new. Repair / replace approx.. 6 tiles to hanging elevations of the village hall and block off bird access to rear of village hall soffit. £280 (to be ratified)
- Tree Survey – Down to Earth Trees - £2400 plus Vat of £480

4050/1024 Members approved the above expenditure.

(d) External Auditor

The Clerk confirmed that the audit had been passed with no comment. All required documents for the parish council website were posted by the legal deadline.

8. Notified Items

a) Co-option of new Parish Councillor

Kim Jennings noted that there had been an unprecedented four candidates for the Parish Councillor vacancy. All candidates were present at the meeting. Each current Parish Councillor present at the meeting were entitled to one vote, with the Chairman having a casting vote (if required). The vote was carried out by secret ballot. The Chairman then counted the votes. Sue Dowse had received the most votes.

4051/1024 Sue Dowse was duly co-opted onto the Parish Council and, after signing her Declaration of Office, she joined the meeting as a Parish Councillor.

b) Furze Corner

Jason Syrett provided the following report: The Steering Group would be meeting on 15th October to go through the pitch maintenance requirements for the next year. One item to discuss is how to keep the cricket club running without having to do any significant work to the pitch at the present time (budget requirements). There would also be discussions on working towards a broader piece of work writing up a brief for building a new pavilion and a public consultation.

c) EV Charging

Simon Cook had circulated a proposal to the parish councillors ahead of the meeting. He suggested that if members were happy with the outline plan, then it could be taken forward to a formal application. The idea is to have EV points in the AMB car park. In addition, the Village Club and the Pub had expressed an interest in also having EV charging points at those locations.

4052/1024 Members confirmed they were happy to progress on to a formal application.

d) Recycling Initiative

Following on from the initial proposal at the September meeting, Kim Jennings had further investigated. The most viable options for recycling appeared to be coffee pods and medicine foils (blister packs). Both of these were non-brand specific recycling bins. The initial cost for setting this up would be c. £300. The running costs were not precise at present as it was

not possible to estimate how often the recycling bins would need to be emptied / replaced. If the scheme proved successful, it might be worth applying for grants to continue it.

4053/1024 Members agreed expenditure for the start up costs for the scheme.

e) Remembrance Service

Kim Jennings confirmed that she had written to all wreath layers to invite them to the service on 9th November. The posters were up and also in the Parish Magazine. The following were also confirmed: Martyn Saines – Roll of Honour, Jason Syrett – music and the Last Post, TIB volunteers – manning road closure, Ian Hayman – chairs and tables, gazebo – Kim Jennings. The Clerk confirmed she had applied for the road closure and had ordered road closed signs and advance notice event signs, plus stanchions. Jason Syrett confirmed the Scouts would be attended. Sue Dowse confirmed that 15 Air Cadets and their Sargeant would also be attending.

f) Christmas Carol Singalong

Kim Jennings noted that Andy Moore had volunteered to run the Christmas Carol Singalong at The Ship. He was organising volunteers to assist.

g) Clare Coutinho's Happy to Chat initiative

Clare Coutinho's office had contacted the PC to request the nomination of a 'Happy to Chat' bench as part of the initiative Clare launched following the Covid-19 pandemic. It would involve putting a plaque on a bench (which needed to be owned by the PC)

4054/1024 Members agreed to support Clare Coutinho's initiative. They nominated one of the benches sited around the pond.

9. 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 had been a quiet month. Cllr Allen had attended several committee meetings (Investment sub-committee, Licensing,). TDC had noted that it needed to make £4m of savings over the next 4 years. Cllr Allen had spoken to a SCC officer to express his disappointment at no traffic management plan / provision for the Lochiel planning application that had recently been approved. The Independent Group would be holding bi-monthly meetings.

c) VHMC

No report.

d) Police

Simon Cook gave the following update:

Reports of crime relating directly to Tatsfield included: 2 antisocial behaviour, 2 public order, 1 criminal damage and 3 vehicle crime. There had been several incidents of crime near to Tatsfield including burglary and driving while under the influence of drugs. Simon Cook also reported that he had invited PCSO Stuart Wren to the October / November PC meeting but had been informed that he had left the Constabulary. He had followed up with Sgt Wayne Stephens and PC Dan Kite but had so far had no response.

e) Fairtrade

Simon Cook gave the following update:

The Fairtrade Big Breakfast had run in September. There had been 40 attendees. Everyone enjoyed the breakfast and a range of products had been on display and sold. The AGM will be held in the AMB in November.

10. 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.

b) Westmore Green

- Permission for Roseheath Foundation to use the picnic area 31st October
The Roseheath Foundation would like to host a small Hallowe'en event for local children (ages 0-10) and parents on 31st October 16:00-17:30.

4055/1024 Members approved this permission.

- Christmas Tree

Kim Jennings confirmed that the Roseheath Foundation had paid for the Christmas Tree for the village centre this year. Tatsfield Aquatics would pay for the lights to be put on it. The Christmas lights would be switched on as usual on 1st December.

Members thanked the Roseheath Foundation and Tatsfield Aquatics for their kind donations.

c) MUGA

- PTA request to close the MUGA for firework display
The PTA had requested permission to close the MUGA on 14th November for the annual firework and laser display. They also requested permission for an advertising sign on Ship Hill.

It was noted that the Ship Hill verge belonged to SCC so the PC would be unable to grant this permission. 4056/1024 Members approved the request but asked that the organisers post on social media / notify locally that the display will be later than usual this year. Kim Jennings agreed to put a notice on the MUGA gate on 14th to say that it was closed for the day.

d) Aileen McHugo Building

- Review of conditions for hirers of meeting room
Village groups have historically been able to use the meeting room free of charge. However, some groups are now asking to book the room very frequently and for a year in advance. Members discussed that this may impact other (paying) users and the PC. There were costs associated with use of the room – heating / lighting / cleaner and these costs needed to be covered.

4057/1024 Members agreed that village groups could have one meeting (AGM or other) a year and all other meetings could be booked out at a reduced Tatsfield resident rate.

11. Meetings to attend/ correspondence

- Luminous Energy had contacted the PC to offer a meeting regarding the potential planning application for a solar farm along Norheads Lane (Biggin Hill). It would be near the parish boundary and the construction traffic may pass through parts of the parish. The Clerk had arranged for them to attend an informal meeting for the PCllrs and members of the public on 11th November at 19:30 (just before the next PC meeting)
- On 24th October, Kim Jennings and Martin Elmer will be attending a Parish Assembly meeting at the TDC offices.
- Simon Cook would be attending the Fairtrade AGM at the AMB on 3rd December.

12. Matters for reporting or Inclusion in a Future Agenda

- BEC Hill Climb – dangerous parking on corner of Approach Road.

Final public participation:

- Would the EV charging points be rapid chargers?

The meeting closed at 9.20pm

The next Parish Council meeting would be held on Monday 11th November 2024 at 8pm.