

MINUTES of a Meeting of Tatsfield Parish Council held on the 13th October 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 David Pinchin Mr Dave Mitchell Mr Martin Elmer Mrs Sue Dowse Mr Jason Syrett
Mr Simon Cook

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

And 1 parishioner

The meeting commenced at 8.04 pm

1. APOLOGIES

None

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

None

3. Approve and sign the MINUTES of the previous meeting held on 8th September 2025

4234/1025 It was resolved that the minutes reflected a true and accurate record of the meeting held on 8th September 2025. They were duly signed by the Chair.

4. Public Participation

- Reporting of the fence posts and chains which have been installed on the verge outside a property in Crossways.

5. Officer's report

None

6. PLANNING:

(a) Planning Team for October: Jason Syrett and Simon Cook

4235/1025 It was resolved that the planning team for October would be Jason Syrett and Simon Cook.

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

TA/2025/1060 Mirabilis, 65 Paynesfield Road, Tatsfield TN16 2BG

Proposed single storey rear extensions (5m from the main house and 2.78m from existing garage).

Single storey rear and side extensions proposed to a bungalow within the defined village on Paynesfield Road.

A daylight and sunlight assessment has been carried out to consider affect on the neighbouring property. This concludes that any losses are proportionate and within guidelines.

We reviewed two applications last month on this property, one of which has subsequently been withdrawn and replaced by this one.

We note that the adjacent neighbours raised an objection (after our last review of the previous application questioning the accuracy of the boundary line, the fall on ground levels and concerns about overlooking and loss of amenity in their garden. The drawings do not appear to have addressed these points.

4236/1025 Comment: Tatsfield Parish Council raises no objection, consistent with our response on previous application TA/2025/855/NH.

We would however ask the Case Officer to review the comments raised in the objection by the neighbours on application TA/2025/855/NH and consider their concerns about accuracy of the drawings and boundary representation and around impacts on their amenity.

8. FINANCE:

(a) Finance Team for October: Kim Jennings and Martin Elmer

4237/1025 It was resolved that the Finance Team for October would be Kim Jennings and Martin Elmer.

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

4238/1025 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) Receive monthly bank reconciliation reports

4239/1025 Members received the monthly bank reconciliation reports. These were signed and dated by two parish councillors.

(d) Receive Budget v Actual YTD spend report

4240/1025 Members received the budget v. actual YTD spend report.

(e) Items for expenditure: repair work to the Village Hall gable ends – remove defective tiles and mortar to affected areas, replace with new tiles and scaffolding supplied for work: £1340 plus Vat (to be ratified)

4241/1025 Members ratified this expenditure.

Members then discussed a quote for time sensitive work to the electrics around Westmore Green. This included down lights in the old bus shelter, replacement Commando sockets and cabling x2, installation of lights on fence posts. Due to water ingress and squirrel damage to cables, the lighting and sockets on the green are not currently operational. This is needed for upcoming events: Remembrance Service, Father Christmas event, Hallowe'en event. The Roseheath Foundation has offered a donation towards the work. £2305 for materials / parts and £1400 for labour.

4242/1025 Members approved this expenditure.

(f) External Auditor's Report

The Clerk had circulated the external auditor's report. No matters were raised. All required documents were on the PC website before the deadline of 30th September.

9 Notified Items**a) Furze Corner**

Jason Syrett gave the following update: A meeting of the Furze Corner Steering Group was held on 23rd September 2025. A full application for £900,000 in funding was submitted to Tandridge District Council Community Infrastructure Levy (CIL) in June 2025. At the Planning Policy Committee meeting scheduled on 18 September 2025, TDC resolved to award the project £450,000 in this CIL bidding round, subject to securing the funding from Your Fund Surrey. This is both positive and disappointing. From a call with the CIL officer, there may be the opportunity to apply again in next year's bidding round for further CIL, but with the Surrey devolution and lack of projects being built out in the area which generate CIL funds, it is difficult to assess what funds might be made available in 2026 and the number of projects applying for this. A full application for a further £900,000 of funding was submitted to Surrey County Council 'Your Fund Surrey' in August 2025 and this is still being followed up through correspondence. An outcome of this is expected this autumn. The total project value was estimated at £1.865m which currently now leaves a £515,000 shortfall of funding not yet applied for – and the outcome from YFS still uncertain. The steering group have started to consider options for reducing the value of the project by the c.£450k shortfall from CIL. This might mean radically less work in re-levelling of the playing pitches. We are considering an application to the National Lottery Fund for £20,000 to help undertake driveway and access improvements to the site. Tatsfield Cricket Club raised concerns about the poor condition of the field and are now not planning any home games next season at Furze Corner. They plan to play away in 2026. If the YFS funding is secured in full over the next 3 months we envisage appointing a design team to progress detailed design and surveys from early in the new year. Our next Steering Group meeting is to be held on 18th November.

4243/1025 Members agreed to appoint to the Clerk as the authorised signatory for the TDC CIL monies. The Clerk to complete the paperwork and return to TDC.

b) Furze Corner – change of padlocks, bookings – terms and conditions, and bookings manager

The padlock had been changed last weekend as the old one had seized up.

The Cricket Club has confirmed that it will not be playing any home games at Furze Corner in 2026.

4244/1025 Members agreed to close the facilities at Furze Corner and turn off the electricity. Due to this decision, there was no current need for a bookings manager or booking form.

Members queried who held the key(s) to the mower. It was agreed that the Furze Corner Steering Group would ask the Cricket Club for the keys.

c) Devolution (Surrey)

Martin Elmer gave the following report:

High level timeline:

Feb 2025 – Surrey County Council (SCC) selected under Local Government Reform (LGR) fast track

March 2025 – Interim LGR Plans submitted

May 2025- Full LGR plans submitted by SCC

July 2025 – Government consultation with SCC LGR proposals

September 2025 – SCC Neighbourhood Area Committees (NAC) pilots commenced

October 2025 -Ministerial Decisions on Unitary council set up

January 2026- Government lays to begin LGR implementation

May 2026 – Elections to shadow authorities (1 year shadow plus 4-year term)

April 2027 – Unitary Councils Go Live

NAC Pilots - 4 NAC areas across the county being:

Esher & Cobham

Dorking & villages

Farnham

Caterham, Warlingham & North Tandridge

NAC Membership

- 9 elected members (3 County Councillors, 3 District Councillors, 3 Parish Councillors)
- 7 voluntary sector and business representatives (Caterham Business Improvement District, Tandridge Access Group, Voluntary Action Surrey East, Citizens Advice Tandridge, Caterham Foodbank, Westway, Tandridge Family Centre)
- 4 public sector partners (North Tandridge Primary Care Network, Growing Health Together, Surrey Police, Warlingham School)

There will be a review of this structure in December at the end of the pilot period before progressing further.

In terms of County Councillor representation:

- Cllr Webster has confirmed membership.
- Cllr Rush will unfortunately not be able to join as a member, but she will stay connected and offer advice and support.
- Cllr Gray stepped down this week as he is moving out of the area. A space will be held for his successor following the by-elections in October.

To remind us of the key elements of the Surrey Devolution Plan

Unitary Councils:

The core proposal is to replace the current 12 district and borough councils with two larger unitary authorities (East and West Surrey), consolidating all local government responsibilities under a single level of governance.

Strategic Authority & Elected Mayor:

An additional element of the plan is to establish a new Strategic Authority for the county, led by an elected Mayor, which would provide strategic oversight for the entire region.

Simplified Services:

The reorganization aims to streamline services such as waste management, transport, and planning, creating greater scale and efficiency compared to the current fragmented system.

Enhanced Financial Sustainability:

A major driver for LGR is to improve the long-term financial stability of local government by reducing administrative costs and creating more financially viable authorities, [according to Surrey County Council](#).

Support:

The two-unitary authority model is supported by many key public sector organisations, including health, police, fire, and business leaders.

Concerns:

Some opponents have voiced concerns about the potential for less democratic accountability, increased remoteness from residents, and potential negative economic impacts from the proposed two-unitary model.

Latest information

A final decision on the new unitary structures for Surrey has been delayed; council chiefs have been told.

Plans for the [future shape of local government](#) in the county were due to be revealed next week but will now be delayed until the end of October – or possibly later

d) Potential transfer of TDC community assets in the parish

Kim Jennings had been contacted by the CAT team at TDC. She would put a hold on progressing the application for Furze Corner until the outcome for the YFS bid was known.

e) Remembrance Service

Kim Jennings had created a new Order of Service and had emailed all wreath layers. During the service the following people would carry out various tasks:

Kim Jennings – read the Kohima

Martyn Saines – Roll of Honour

Dave Mitchell – names of wreath layers

Jason Syrett – event MC

The event has been advertised in the Parish Magazine and on posters.

Poppies would be available on the day in the old bus shelter – donations could also be made.

More volunteers were needed to manage the road closure.

f) New flagpole for Tatol bed

The current flag pole was in fact a scaffolding pole. The Roseheath Foundation had purchased a new one, and Remembrance flag, which would be installed on Wednesday. Ian Hayman had also kindly volunteered to repair the posts which had been damaged when a vehicle crashed into them. Although Kim Jennings had been following up with various insurance companies, no one appeared to be accepting liability.

Simon Cook would repaint the Tatol sign.

g) EV charging

Simon Cook gave the following update :Following on from the recent SCC consultation to place EV charging points in Paynesfield Road, he had received confirmation that, after careful review, SCC had made the decision not to proceed with installation at this time.

Simon Cook had again asked SCC if it would consider the Parish Council's offer to install some EV chargers in the VH / AMB car park.

h) PC Risk Assessments – receive reports and recommendations

Simon Cook gave the following report: Simon Cook and Martin Elmer carried out the PC's annual risk assessments in October 2025. They noted the following risks relating to the various assessed areas:

VH, AMB and MUGA: Risk 16 a) work to be carried out on gable ends of VH roof. Quotes received. B) AMB offices will need redecoration (yet to be completed rooms 1 and 3), c) improvements to MUGA from grant funds (in progress). Risk 17 – vehicles, mainly from Bassetts, using the car park for overnight parking.

Tatsfield Roads: Risk 1: yellow lines in village centre still not being observed, especially during school drop off / pick up. No police or traffic wardens to enforce. Risk 7 – bin by old bus shelter damaged and requires repair.

Woodlands: Risk 8 – formal tree survey carried out and completed. Risks 3, 9 & 18 – continue to walk woodlands and paths twice a year.

Greens: Risk 8 – continue to walk twice a year. Risk 22 – new bench and statue installed and secured by village pond.

Village centre ASB: Risk 1 – CCTV from the village club has been redirected to overlook the pond area and signs for this have been installed on the bins.

Furze Corner: new risk assessment completed in October 2025.

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: September has been a quiet month with Cllr Allen merely shadowing his Independent Group colleagues. Cllr Allen uses this to have his say on things that he believes are incorrect and not in residents' best interests. At the Audit & Scrutiny committee where it was apparent that the administration were not on top of the audits or procedures around them, with the leader and fellow RA councillor showing rank bad manners in criticising the Independent person for her questioning and good advice. This resulted in her leaving the meeting. Cllr Allen also attended the Housing Committee and an Independent Group meeting with David Ford and Thomas James (planning) where Cllr Allen raised the matter of the unsightly demise of the Grasshopper. At the Strategy & Resources committee even more of the District's assets were approved for transfer. Cllr Allen attempted to take part in the first Neighbourhood Area Committee but was politely asked to leave as he was not one of the nominated councillors. In following up, Cllr Allen asked the deputy CEO for an explanation as to why he had been asked to leave and it was explained that the meetings have various members from all areas of the local community but these meetings are not open to the public. Input will be evaluated and used to start public consultations. A Standards committee meeting was postponed due to the volume of work currently being heaped on the Monitoring and Legal officer due to the CATs and the Annual Governance Report. Which Cllr Allen has criticised as it was not easy to read or understand. The budget process has started and the council is now looking to make further savings over the next two years ahead of the new UA. Cllr Allen has chased up the TDC officer reading the flooding issue on Westmore Green and he will follow up with SCC (drainage) and a highways engineering company. Cllr Allen noted that this time last year, he had been promised better

communication with SCC Highways, however, he is still awaiting a response! The Government's decision on the LGR has now been delayed until late October. Cllr Allen and Cllr Pinchin had a meeting at BHA where moving the NSA south was kept high on the agenda. Cllr Allen and Cllr Syrett had a meeting with the owners of the village shop and tea room and the flats above regarding their intended planning application for the rear of 1-3 The Parade. This appears to be a much better proposal than the previous one but a warning was given reading the complaints that would come regarding parking. Cllr Allen and Cllr Cook attended the Meet the Beat but, disappointingly, only 3 residents turned up.

c) VHMC

No report.

d) Police

Simon Cook had submitted the following report:

Once again, vehicle crime is rife in Tandridge and advice offered regarding not leaving tools / valuables in vehicles overnight. An update was given on the horrific crash last year in which a family of three suffered life changing injuries as a result of the collision. The offender was subsequently charged with causing serious injury by dangerous driving, driving without insurance, failure to stop for police and driving over the prescribed drug limit.

The Meet the Beat session outside Sheree's Store was attended by Cllr Allen and 3 PCllrs and only 5 local residents. The Police had been invited to attend the October PC meeting. A blue van crashed on Ship but was not reported and only discovered in the vegetation 2 days later.

All the usual reminders about vehicle theft, burglary prevention and online / telephone fraud.

11 Parish Council Land / Property

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

a) Village Hall

- Letter to Bassetts residents re parking in the AMB / VH car park – the VHMC has again raised this issue but unfortunately the PC is unable to do anything more than it has already done, other than to write again to the residents to remind them that parking is for users of the VH / AMB / the School only and overnight parking is not allowed. Notices left under the windscreen wipers had not been successful so it was proposed to purchase stickers which could be attached to windscreens.

4245/1025 Members agreed to write another letter to the residents of Bassetts and to purchase no parking stickers to be placed on the windscreens of offending vehicles.

- Little Acorns – request for new storage shed – the nursery has requested a large new wooden storage shed (12' x 6'). Members discussed the proposal and the fact that it would be placed outside of the area leased by Little Acorns from the PC.

4246/1025 Members declined the request, noting that structures were prohibited in the lease agreement. It was further agreed that Little Acorns would be asked to remove the pile of toys and other items which have been left outside of their agreed area.

b) Westmore Green

- Father Christmas event – Kim Jennings and Sue Dowse have organised a Father Christmas event in place of the usual carols service to be held on 19th December. A grotto would be set up on Westmore Green and a gift would be presented to every child.

4247/1025 Members agreed permission for this event to be held on Westmore Green.

c) MUGA

- MUGA refurbishment project

The Clerk confirmed that the funds from SCC had been received the previous week. Sue Dowse outlined the ground work preparation that had already taken place.

12 Meetings to attend/ correspondence

- Fairtrade Group AGM will be held on 2nd December.

13 Matters for reporting or Inclusion in a Future Agenda

- EV charging

Final public participation: Overnight parking in VH / AMB car park – can the PC not threaten to have the vehicles towed?

The meeting closed at 9.35pm

The next Parish Council meeting would be held on Monday 10th November 2025 at 8pm.