

**MINUTES of a Meeting of Tatsfield Parish Council held on the 9th September 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 Martin Elmer Mr Simon Cook

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

And 9 parishioners

The meeting commenced at 8.00 pm

**1. APOLOGIES**

4034/0924 Dave Mitchell had sent his apologies. These were received and accepted by members.

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

4035/0924 Jason Syrett declared an interest in item 11a – 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 8<sup>th</sup> August 2024**

4036/0924 It was resolved that the minutes reflected a true and accurate record of the meeting held on 8<sup>th</sup> August 2024. They were duly signed by the Chair.

**4. Receive and Accept the Minutes of the Furze Corner Steering Group meeting held on 30<sup>th</sup> July 2024**

4037/0924 It was resolved to receive and accept the minutes of the Furze Corner Steering Group meeting held on 30<sup>th</sup> July 2024.

**5. Public Participation**

- A member of the public asked where items, other than minutes, could be viewed on the PC website if interested in becoming a Parish Councillor.
- A parishioner noted that the tab for the agenda for this meeting read 'committee meeting' on the PC website.

**6. Officer's report**

- Following a request put in to TDC, the officer has agreed to remove a dead tree on pc land (verge) on Ricketts Hill Road (part of Tatsfield Green).
- The Clerk confirmed the letter to the resident at Rose Cottage regarding vehicles being parked on the green had been posted on 13<sup>th</sup> August.
- Chartwell Cancer Trust had emailed the Clerk to request she cancelled their Biffa recycling bin. She had actioned this but it has led to an increase in the cost of the PC's bin as every extra bin on the invoice results in a discount on each fortnightly bin lift. The increased cost equates to just over £2 per lift.

**7. PLANNING:**

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

4038/0924 It was resolved that the planning team for September would be Jason Syrett and Kim Jennings.

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

**TA/2024/870/TPO 2 Beacon Shaw, Tatsfield Approach Road, Tatsfield TN16 2JT**

T1) – Norway Spruce – section fell to as close to ground level as practicable. T2) – Common Horse Chestnut – section fell to as close to ground level as practicable.

There is insufficient information to review this application on the Tandridge website – all that is uploaded is a red line plan and the application form. However, the applicant attended the PC meeting on 09 September and provided a printed copy of the CDR Engineering report for PC review. Photos and words within this report suggest that the Horse Chestnut is diseased. The applicants said that parts of the tree have come away and fallen on the garage.

Following a review of the structural report we suggest that we return 'no comment' on the application and leave it for TDC to decide on the application.

4039/0924 Comment: No comment

**TA/2024/827 Charmwood (plot C), Greenway, Tatsfield TN16 2BS**

Erection of a 2 storey dwelling (self-build).

Planning permission has existed on this plot to construct a new build house since March 2019 (TDC ref. 2018/2481 and varied by 2021/1125). Evidently previous applications have now lapsed and a new application is being submitted. There is limited information and in our view there are a number of key documents and commitments that are not provided to enable a decision.

4040/0924 Comment: Objection.

Though the principle of a replacement dwelling has been previously set on this site under TDC planning applications ref. 2018/2481 and varied by 2021/1125, this new application should be reviewed in the context of the adoption of the Tatsfield Neighbourhood Plan 2024.

In design and massing terms, the proposed house is considered appropriate and proportionate, however, a number of key documents are missing and commitments need to be shown before TDC make a decision on this application. A Design and Access Statement, Planning Statement and a Renewable Energy Statement should all have been submitted with an application for a new dwelling for consultees to review it properly.

No commitment has been made to meet 10% renewable energy generation on site as required under TDC Core Strategy policy CSP14 (Sustainable Construction).

The proposal is also not compliant with Policy TNP08B of the adopted Tatsfield Neighbourhood Plan for the provision of well-designed energy efficient developments which requires:

*New developments should demonstrate that they meet a high level of sustainable design and construction and will be optimised for energy efficiency, targeting zero carbon emissions. This includes:-*

- a) Siting, orientation and shading of windows to optimise passive solar gain,*
- b) The use of high quality, thermally efficient building materials,*
- c) Installation of energy efficiency measures such as high levels of insulation, triple glazing and heat recovery.*
- d) All new development should incorporate on-site energy generation from renewable sources such as solar panels.*

We ask that this information is clearly demonstrated by the applicant and the commitments made for energy use and on site renewable energy generation such as solar roof panels.

It was also noted that the Planning Decision at committee for 2024/393: Lochiel, Ricketts Hill Road, Tatsfield TN16 2NB - Demolition of existing dwelling and erection of new dwelling.

Planning was granted at TDC planning committee in the past week for this replacement dwelling which used three cumulative permitted development decisions to demonstrate that a new replacement dwelling that was 136% larger than the existing single storey bungalow was appropriate.

- Tatsfield Parish Council objected to this application on it being 'materially larger' than the existing bungalow (almost 2.5 times the size), causing harm in the Green Belt, on poor non-contextual design, no commitments to renewable energy and insufficient off street parking. This was repeated in our 3 minutes to the planning committee on the night including the numerous TDC and Neighbourhood Plan policies that it did not comply with.

Tandridge District Council cited 'Very Special Circumstances' to argue that the proposed house was a better option than building the three separate extensions to the current bungalow which they had also permitted in the past 2 years.

It is very unusual to use 'Very Special Circumstances' on a single residential application and our concerns about this setting a significant precedent for the future were set aside by the committee and a majority supported the application for approval.

**(c) NPPF changes / updates**

Jason Syrett provided the following report:

Tatsfield Parish Council are continuing to monitor the proposed changes to the National Planning Policy Framework (NPPF) put forward by the new government. This is the latest update on the consultation process:

In the past week, a House of Lords committee has launched an inquiry into the government's plans to increase development on "poor-quality" green belt land. The House of Lords Built Environment Committee is asking for submissions answering several questions about Labour's definition of the 'grey belt' and the contribution it could make to housing delivery.

The new Labour government's revised National Planning Policy Framework says councils, where needed to meet housing demand, should undertake a green belt review. They will be required to look to release 'poor quality' land from the green belt, which ministers term 'grey belt'.

Peers want to hear what groups think of the government's green belt plans

The draft NPPF defines grey belt land as green belt land that only makes a "limited contribution" to five green belt purposes, such as checking sprawl, safeguarding countryside and preserving the special character of towns.

Peers will also examine the government's "golden rules" for green belt development, which include improvements to infrastructure, provision of open space and a requirement for at least 50% affordable housing subject to viability.

## 8. Finance:

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

4041/0924 It was resolved that the Finance Team for September would be Jason Syrett and Kim Jennings.

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

4042/0924 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 September.

### (c) Expenditure requiring authorisation

- Exterior work at the AMB – paint masonry around building - £581, finish main door - £80, finish kitchen door (fire exit) - £80, finish x3 posts and beam above - £150 nb: 4<sup>th</sup> post needs to be replaced.
- Village Hall floor scrub and reseal - £3781 plus Vat £756.20. Total £4537.20 (to be ratified)

4033/0924 Members approved the above expenditure.

### (d) Appoint Internal Auditor for 2024-25

Mike Platten had confirmed that he would be available to undertake the internal auditor for 2024-25. This year he is proposing an interim audit around Christmas time and year end audit in May 2025 – two sessions to spread the workload. His fee would be £500 plus mileage.

4034/0924 Members approved the appointment of Mike Platten as the internal auditor for 2024-25.

## 9. Notified Items

### a) Furze Corner

Jason Syrett provided the following report: A Steering Group had now been established to progress the plans for Furze Corner playing fields and pavilion. A Terms of Reference had been written up and agreed by the group. These were for approval by the PC at this meeting (item 9b). The first meeting of the Steering Group was held on 30<sup>th</sup> July – 5 people attended, including 3 PCllrs. The second meeting was held on 3<sup>rd</sup> September – 11 people attended, including 4 PCllrs. It is hoped that the membership will settle around 12-15 people. Actions are now being progressed to look at budgeting for grounds maintenance for next year (for cricket but pitches not in a ready state for football). The cricket square has now been loamed and seeded for the winter. The transfer of the electricity and water utility accounts to the PC has been discussed, as well as the transfer of the remaining funds from the PFA to help part-fund the maintenance costs for 2025. The Steering Group's next steps are to develop the brief for the pavilion, develop a strategy for ground improvements, undertake some community engagement, refine the development plan and business case and commence initial funding applications.

### b) Approve Furze Corner Steering Group Terms of Reference

This had been circulated to all councillors ahead of the meeting.

4035/0924 Members approved the Terms of Reference for the Furze Corner Steering Group

### c) Parish Council Risk Assessment

Simon Cook and Martin Elmer had carried out the annual risk assessment. All details have been updated and the document had been circulated to members ahead of this meeting. It was suggested that a new page for Furze Corner should be added. The Clerk noted that she had tried to book the tree survey in but there had been a small delay due to the previous surveyor leaving the company and the new surveyor starting.

4036/0924 Members agreed the updated risk assessment.

### d) Request from Tatsfield Parish Magazine to use Westmore Green for event

Tatsfield Parish Magazine had contacted the Parish Council as they would like to hold a 'Volunteer of the Year' event in the village next summer. They would like to use Westmore Green on Sunday 11<sup>th</sup> May 2025.

4037/0924 Members agreed the request.

### e) EV Charging

Simon Cook reported that he had made the initial application but had been advised that it was quite a lengthy process. He confirmed that the Village Club and the Pub were also interested in the scheme. There would be an update at the next PC meeting.

### f) Recycling Initiative

Kim Jennings had been looking into possible recycling initiatives for the many items households throw away. The obvious and most easily recyclable would be coffee pods and medicine foils. The containers would not take up a lot of space. The

initial startup costs would be a couple of hundred pounds. Kim Jennings would provide a further update at the October meeting.

#### **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: TDC now has a Corporate Plan for 2024-28 which will focus on protecting the environment, providing more affordable housing and putting residents first. TDC had launched its first zero carbon homes in Caterham. Recently a High Court injunction had been obtained for fly tipping in Burstow. TDC had launched its updated website. Grants were available for hard to heat homes and upgrading boilers. Cllr Allen had called in application 2024/591 The Firs. Cllr Allen has also received confirmation from Simon Mander that a drainage management company will be investigating the flooding issues on Westmore Green.

On a side note, the Horti Show was not well attended. Martin Allen warned that if the decline continues it may not be able to run in the future.

##### **c) VHMC**

No report.

##### **d) Police**

Simon Cook gave the following update:

Reports of crime relating directly to Tatsfield included: 2 antisocial behaviour, 1 violent offence, 1 burglary and 2 thefts from property. On 5th September a man had committed criminal damage by pouring paint stripper on to a vehicle. There had also been a vehicle's index plates stolen overnight on 20<sup>th</sup>-21<sup>st</sup> August.

Surrey Police continue to give out advice on fraud and car crime.

##### **e) Fairtrade**

Simon Cook gave the following update:

He had recently attended a Fairtrade committee meeting. The Chair thanked the Parish Council for their generous grant to fund the Fairtrade Breakfast in September. Sheree's Store was stocking more Fairtrade items however, there were supply issues so the group was looking into alternative suppliers. They would be holding their AGM in December, hopefully at the AMB.

##### **f) Airport**

David Pinchin gave the following report:

The BHACC met on 25 July. Martin Allen and I both attended. One of the major items of interest for us was that following many complaints about the way in which its Noise and Safety Sub-Committee had previously presented its findings to the Committee, including a lack of transparency and accuracy about residents' complaints and autotrack detections of aircraft overflying Tatsfield, a new set of Terms of Reference have now been agreed with hopefully more accurate data and valid findings being submitted in the future. After the meeting we were still concerned about some aspects of the reporting and as a result we met the Chairman last week to clear up finally some of the weaknesses. At least they seem to be taking our concerns seriously. It also needs to be said that the number of aircraft crossing into our NSA has been significantly reduced.

The Chief Executive, David Winstanley has agreed to meet us again to pursue the issue of adjusting the Tatsfield NSA slightly southwards to further avoid the centre of our village. As a step towards this end he has already agreed and implemented what he refers to as an ideal route for light aircraft. That is being followed by most pilots, particularly those who are locally based. Another initiative that has followed work done with communities like Tatsfield is that the airport have now established an Airport Residents Noise Action Forum (ARNAF) to which we as a Parish Council are now invited. I shall be attending the next meeting. More than 15 resident associations have been invited to engage directly with the airport through this forum to discuss concerns and explore how, working in partnership, the airport can investigate how best to minimise noise impact.

#### **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**

- The PC had received a complaint from a local resident about the number of cars being parked along Paynesfield Road by the garage employees. Martin Allen noted that he had been trying to help with the matter. He had approached the garage owner to address the issue of cars being worked on in the road and had been assured that this practice would cease. He was satisfied that it had. He further noted that if some of the rubbish was moved from the forecourt of the garage, then ample parking would be available. Kim Jennings stated that this was not actually a PC matter but one for SCC. It would likely lead to a parking review which may find in favour of installing double yellow lines or parking bays / resident permits. A meeting with the PC had been requested and it was agreed to invite the resident(s) concerned to the October meeting.

- SCC had written to the PC to say that foliage from a tree was overhanging the road on Ship Hill. Martin Elmer agreed to look into this.
- SCC had also emailed the Parish Council to say that they had received a report of a fallen tree across the footpath on PC land between Old Lane and Ricketts Hill Road. Jason Syrett agreed to look into this.

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

- Remembrance Service
- Christmas Carol Singalong
- EV Charging
- Recycling Initiative update
- Tatsfield Garage update

**Final public participation:**

- A comment was made that it was a shame that TDC planning officers and Councillors are paying scant attention to the Tatsfield Neighbourhood Plan.
- It was rumoured that the Redlands site might be closing – was this an ideal location for a small village?
- The Chairman thanked all the PCllr candidates for attending this evening's meeting. She noted that 4 people had come forward for the position. A vote would be held at the October meeting.
- The owner of The Firs, Maesmaur Road was at this meeting and asked to discuss his planning application as he wished to draw a line under the planning wrangling and finish the work.

The meeting closed at 9.20pm

The next Parish Council meeting would be held on Monday 14th October 2024 at 8pm.