

CHARLWOOD PARISH COUNCIL
Serving the communities of Charlwood, Hookwood and Norwood Hill
DRAFT MINUTES OF THE FULL PARISH COUNCIL MEETING
HELD IN THE PAVILION, CHARLWOOD ON
MONDAY 20TH MAY 2024 AT 7:30PM

PRESENT

Cllr L Scott – Chair

Councillors: S Bloom, S Crofts, C Evans, W Hill, D McCorquodale, A Rawlinson, T Stacey,
A Tyson- Davies.

In attendance: Janette Coulthard (Clerk), H Hill (Assistant Clerk), 5 X Residents

146/24	1. ELECTION OF THE CHAIR AND VICE CHAIR (and Chair and Vice Chair to complete the Declaration of Acceptance of Office)	
	<ul style="list-style-type: none"> • Cllr Scott asked for nominations for Chair. • Cllr Bloom nominated Cllr Scott, the nomination was seconded by Cllr Rawlinson. • Cllr McCorquodale nominated Cllr Stacey and Cllr Tyson-Davies seconded the nomination. • Cllr Stacey gave his reasons for wanting to stand as a candidate for Chair. • Cllr Scott was voted in as Chair with 6 Cllrs voting for Cllr Scott and three for Cllr Stacey. 	
147/24	2. THE CHAIR TO OPEN THE MEETING	
	Cllr Scott opened the meeting.	
148/24	3. APOLOGIES FOR ABSENCE	
	Apologies received from SC Cllr Helyn Clack and D Cllr Jo Farrar-Astrop	
149/24	4. DECLARATIONS OF INTEREST	
	None.	
150/24	5. MINUTES	
	<p>5.1 Chairman’s Comments – Cllr Scott thanked the Cllrs for electing her as Chair for another year and stated she hoped to serve the Parish Council (PC) and the Parish to the best of her ability for another year. Cllr Scott mentioned it had been a very busy month with the Gatwick DCO and the hearings and also mentioned attendance at the hearings for the development on land west of Reigate Road.</p> <p>5.2 The minutes from the full Parish Council meeting held on the 15th April 2024, the Planning Committee meeting held on the 7th May 2024, and the minutes from the Services & Amenities Committee held on the 7th May 2024 were approved and signed as a true record of the meeting and will be uploaded to the website.</p>	
151/24	6. PUBLIC QUESTIONS	
	<p>6.1 A resident asked if the PC had any idea of the cost of a full renovation of the Hovel at the Glebe Field. Cllr Stacey advised that the PC did not have details of the costs as responsibility had not been established. Costs had been obtained for emergency work to stabilise the Hovel and the PC were waiting for agreement from the Diocese for agreement to go ahead and for the PC to paying a third of the costs ‘without prejudice’ (without that being taken as the PC assuming responsibility). The resident suggested that the PC should bring a law suit against the Diocese. Cllr Stacey explained that the Hovel was excluded from the PC’s lease and that PC did not have a current lease. The Diocese had a appointed new agents but the PC were still waiting to be contacted by them. The resident suggested that fund raising should get underway for the full repairs and the PC should go ahead with them and let the Diocese sue if they did not like it. Cllr Bloom added that if the PC went ahead they would be liable if anyone was injured as a result of the repair work. Cllr Tyson – Davies asked if the PC could make an offer for a strip of the Glebe around the Hovel and the Hovel itself. Cllr Croft mentioned she had found additional contacts for the Diocese who could be approached to try and getting things moving more quickly. She had passed the details on to the Clerk. Cllr Scott suggested that the PC try</p>	

<p>using these contacts before taking any other action. IT WAS AGREED that the Clerk would prioritise writing to the existing contacts again and then if they did not respond the Clerk would write to the new contacts. Another Resident asked if the Surrey Historic Buildings Officer had written to the Diocese, Cllr Stacey advised that they had not but the PC had an email from the Surrey Historic Buildings Officer. The Clerk advised that she had written to MVDC for confirmation that planning permission was not required for the emergency work to stabilise the Hovel but had not heard back. The Clerk advised that MVDC would have to consult the Surrey Historic Buildings Officer anyway so he was the authority. Other residents pushed the PC for more aggressive action however, it was felt that this would not be ideal and could prejudice the Diocese against the PC as a future tenant. The Clerk advised that the PC also needed to be cognisant that John Lory's had a sub-lease through the PC for the Glebe Field and were concerned that they would lose the field if the PC's lease was not renewed. A resident asked if the PC could write the current contact and the new contacts at the same time with the same letter. Cllr Scott advised that she did not think it wise to write to a new contact with the same strongly worded letter, especially as we had not communicated with the before.</p>	<p>JC</p>
<p>6.2 A resident asked if the PC was intending to do anything about cars using Green Lane to bypass the closure of Russ Hill. The resident suggested that the PC put a block to prevent use. Cllr Scott advised that it would be illegal to block it as it was a Byway Open to All Traffic. A resident advised she had contacted SCC Highways and that SC Cllr Clack was also aware. Cllr McCorquodale advised that it was up to SCC to resolve the issue and that the PC did not have any authority to close it. Cllr Scott asked Cllrs what they felt about contacting SC Cllr Clack for help in resolving the issue. The Clerk advised she had seen a post on Facebook advising she would not help. A resident clarified that SC Cllr Clack would not support the delay of any other roadworks in conjunction with alleviating the issues created by the closure of Russ Hill. Cllr Scott advised that the PC would contact SCC to establish the status of the road as Cllr Evans did not think it was a Byway Open to All Traffic. IT WAS AGREED the Clerk would contact SCC.</p>	<p>JC</p>
<p>6.3 A resident asked if the PC would be sending a letter of support for the residents in objecting to a planning application at Cidermill Hatch. Cllr McCorquodale advised a residents' group had submitted a very good letter of objection to MVDC Planning. Cllr McCorquodale asked if the PC would consider sending a letter to MVDC Planning supporting the letter of objection from the residents' group. IT WAS AGREED that Cllr McCorquodale would draft a letter for the PC to review and for the Clerk to send to MVDC Planning.</p>	<p>JC</p>
<p>6.4 A resident emailed prior to the meeting requesting that the PC arrange for Church Path hedge and verges to be cut back the hedge needs a 'hard' cut back. The PC had previously done sometimes twice a year. The resident who was present at the meeting also asked if Black Ditch could also be cut back. Another resident mentioned that the path between Wickens Orchard and the houses on the right of Wickens Orchard as looked at from the Street also needed to be cut back. IT WAS AGREED that Cllr Scott would contact Clarion Housing about the hedge at Wickens Orchard. Cllr Bloom and Cllr Stacey mentioned that the whole Orchard and the hedge on The Street side was in a terrible state and needed tidying up. Cllr Bloom mentioned that there had been discussions about buying Wickens Orchard. Cllr Scott advised that Clarion Housing did not want to sell the Orchard. A resident suggested the name of a contractor who they had used whose work was of high quality. Cllr Stacey advised that S&A should before doing anything list all similar works required and get a quote for all the work. IT WAS AGREED that the Clerk would obtain a quote once the list was provided by Cllr Stacey. A resident mentioned another footpath/pavement that needed attention they had asked MVDC to deal with it but was not getting any action. Cllr Scott advised that it needed to be reported to SCC as it was there responsibility. IT WAS AGREED that the Clerk would report to SCC.</p>	<p>LS</p> <p>JC</p> <p>JC</p>
<p>6.5 A resident asked if the PC was responsible for Footpaths or was it the responsibility of SCC. Cllr Scott confirmed that they were SCC responsibilities.</p>	<p>JC</p>

	<p>6.6 A resident had written to the Clerk asking about getting the grass and undergrowth cut at the Charlwood Playground in the Millenium Field. The Clerk had responded advising the PC were already looking at the issue and were looking for a contractor. IT WAS AGREED that quotes would be obtained to deal with the immediate issues.</p> <p>6.7 Another resident asked about Black Ditch and the paved area through the Church Yard needed attention. The paved area was the responsibility of SCC but they were not doing anything. IT WAS AGREED this would be added to the list of works to be put together by the S&A Committee.</p> <p>6.8 A resident had written to the Clerk about dogs having experienced severe abdominal pains and seizures after walking at the Withey. There had previously been reports of poisoned meat being left out. The resident had asked for warning signs to be put up at the Withey and a warning put on Facebook. IT WAS AGREED to put up signs and for a post to be put on Facebook.</p>	<p>JC</p> <p>S&A</p> <p>LS/JC</p>
151/24	7. TO APPOINT MEMBERS TO THE PLANNING, HIGHWAYS & ENVIRONMENT COMMITTEE (Chair and Vice Chair to be appointed at the next meeting of the Committee).	
	7.1 IT WAS AGREED that the members of the Planning, Highways and Environment Committee would remain the same i.e. Cllrs Bloom, Evans, Scott, and McCorquodale and that Cllr Croft would join the Committee.	
152/24	8. TO APPOINT MEMBERS TO THE SERVICES & AMENITIES COMMITTEE (Chair and Vice Chair to be appointed at the next meeting)	
	IT WAS AGREED that the members of the Services & Amenities Committee would remain the same i.e. Cllrs Stacey, Hill, Tyson-Davies, Scott, and Rawlinson and Cllr Croft would join the Committee.	
153/24	9. TO APPOINT MEMBERS/REPRESENTATIVES on the undermentioned bodies	
	<p>9.1 Gatwick Working Group 9.2 Traffic Calming Working Group 9.3 Finance Working Group 9.4 Staffing Working Group 9.5 Resilience Working Group 9.5 Parish Hall 9.6 Hookwood Memorial Trust 9.7 GATCOM 9.8 Jean Shelley Archive Room 9.9 Save West of Ifield Group 9.10 JBTMT</p> <p>IT WAS AGREED that all representatives would remain the same with the addition of Cllr Tyson-Davies to the Gatwick Working Group and that ex-Cllr Richard Parker would remain the contact point for JBTMT.</p> <p>IT WAS AGREED that Cllr Tyson-Davies would join and take the lead on the Jean Shelly Archive Room.</p> <p>Cllr Stacey raised a question as to whether the Finance Working Group should be a Finance Working Group. The Clerk advised that if the PC wanted to vote on this it would have to wait to the next meeting. Cllr Scott asked the Clerk to go through the differences between a Committee and Finance Working Group, outlining the pros and cons of each. Cllr Tyson- Davies advised she felt that a working group was not as transparent to the public as a Committee and the public would not see all the papers available to a working group. The Clerk explained that the PC could publish any papers it wanted to. The Clerk also drew the PCs attention to the wording at the bottom of the meeting agenda which advised members of the public could obtain copies of any non-confidential papers by writing to the Clerk. Cllr McCorquodale mentioned he felt more comfortable with a working group bringing recommendations to full Council to vote on rather than a small group within a Committee making decisions. Cllr Evans also mentioned that she felt a working group was more effective for the PC. Cllr Scott also felt that the public would be better served by a working group. Cllr Tyson-Davies advised she felt happier knowing there were no barriers to members of the public accessing the information.</p>	

154/24	10. PLANNING, HIGHWAYS AND ENVIRONMENT	
	<p>10.1 Report of Planning Committee and recommendations on applications to four weeks ending 22nd March – Cllr Scott proposed that the comments submitted by the Planning Committee for applications to the 26th April as detailed in Appendix B be approved and submitted to MVDC. APPROVED.</p> <p>10.2 Development at land west of Reigate Road (Hookwood) – Cllr Scott advised that she spent two days at hearings the previous week. She mentioned that it was not a pleasant experience. She advised that the appellants Barrister was very strong. Cllr Stacey asked Cllr Scott how she thought things would go. Cllr Scott responded that the Planning Inspector was difficult to read.</p> <p>10.3 Neighbourhood Plan – Cllr Scott advised there had been little movement but she had made some tweaks and it would come out for consultation.</p> <p>10.4 Mole Valley Local Plan – No further updates Environmental Matters</p> <p>10.5 Environmental Matters – Cllr Scott mentioned the wet weather.</p> <p>10.6 Water Flow Project – No update.</p> <p>10.7 Fly-tipping/Litter – no update. Two litter picking sessions had been agreed by the S&A Committee. Cllr Stacey reminded the Clerk that a post needed to be put on Facebook asking for volunteers. The Clerk noted the reminder.</p>	JC
155/24	11. SERVICES AND AMENITIES	
	<p>11.1 Withey 11.1.1 Cllr Stacey reported that the PC has found a local contractor to fix the play equipment in the Withey.</p> <p>11.2 Pavilion 11.2.1 No issues.</p> <p>11.3 Recreation Ground 11.3.1 Cllr Stacey reported that the football pitch rolled and spiked today. He mentioned he wanted to speak to the groundsman about how to keep the hedge at the front of the recreation ground with a preference for it not being done by machine.</p> <p>11.4 Millennium Field 11.4.1 Cllr Stacey advised he would like the S&A Committee to have a walk around the Millenium Field to decide what they wanted to achieve in there.</p> <p>11.5 Millenium Field & Withey new leases: 11.5.1No update.</p> <p>11.6 Glebe Field – no update from the Diocese regarding the lease.</p> <p>11.7 The Hovel - no update.</p> <p>11.8 The Cage 11.8.1 Cllr Stacey asked the Clerk if the Contractor had been given the go ahead to do the repair work. The Clerk advised that he had not.</p> <p>11.9 Pavement cleaning 11.9.1The Clerk confirmed she was still waiting for a quote. Cllr Scott advised that she had spoken to another contractor who did not want to take on the Rectory Road as the road would need to be closed otherwise it would be unsafe.</p>	
156/24	12. PARISH MATTERS	
	<p>12.1 Traffic Calming & Car Parks 12.1.1. <u>Traffic Calming</u> - Cllr Stacey reported that he had contacted SC Cllr Clack and would meet with her after she returned from holiday. They would be discussing how to target SCC and try to ensure there was money available in her budget for the Traffic Calming proposal. Cllr Stacey mentioned that he would like to suggest that the PC consider putting new Village Gate signs rather than asking SCC. It would be easier and quicker. He also suggested that strimming the grass around the signs should be considered. Cllr Scott suggested that this be added to the list of works needed around the Parish.</p>	

	<p>12.1.2 <u>Car Park</u> - Cllr Stacey reported that he would have drawings ready for the Annual Parish Meeting on Thursday.</p> <p>12.1.3 <u>VAS sign</u> – Cllr Stacey advised he had a quote for £4,200 plus the cost of posts for the VAS sign for Horley Road. Cllr Stacey asked if Cllrs wanted to go ahead now or wait for the full Traffic Calming measures project. Cllr Croft mentioned that the existing sign at Povey Cross was obscured by vegetation and would be better on the other side of the road. Cllr Scott if Cllr Stacey could look in to moving the sign to the other side of the road. IT WAS AGREED to put a new VAS sign on the Horley Road and investigate moving the sign at Povey Cross to the other side of the road. Cllr McCorquodale agreed that this would be a wise move.</p> <p>12.2 Parish Council Communications</p> <p>12.2.1 Cllr Scott mentioned that the first edition of the new Parish Pump magazine had been published and the PC had been putting its news in the magazine. Cllr Scott mentioned she had received some very positive feedback about the new magazine to pass on to the Committee. Cllr Hill asked if he could ask the Parish Pump how many residents had signed up to receive it by email. A resident on the Parish Pump Committee confirmed that 100 residents had signed up so far. Cllr Hill asked if the Parish Pump would repeat the excellent service of delivering hard copies in the future. The resident advised that magazine did not have the funds to do this, although some hard copies would be available, residents needed to sign up to receive the electronic copy. Cllrs expressed some concern regarding the number of residents who would receive it. Cllr Scott advised that she felt the PC still needed to publish its own newsletter to ensure wider coverage. The resident advised that everyone needed to urge residents to sign up and asked the PC to put something on the PC website. IT WAS AGREED the Clerk would put a news article on the website.</p> <p>12.3 Community Events and Affairs – nothing to report.</p> <p>12.4 Wickens Orchard – nothing additional</p> <p>12.5 Parish Hall – no update.</p> <p>12.6 Community Resilience & Emergency Plan – Cllr Scott was still working on the draft. She advised that lots of PCs were putting together their plans.</p> <p>12.7 Church Grass mowing donation – To consider if the Parish Council wishes to request invoices are sent direct rather than providing an annual grant. The Parish Clerk advised that there were questions as to whether providing a grant was a breach of statutory obligations but this needed to be checked. Cllr McCorquodale felt that it was better to receive invoices rather than grants if the PC was paying for work to be done. The Clerk advised that there had been a change in the law but it was still being tested. The Clerk also advised that the legislation was complicated. IT WAS AGREED that the Clerk would investigate and contact SALC for advice.</p> <p>12.7 Save West of Ifield - To consider a request for a grant of between £500 and £1000 as a contribution to the cost of expert analysis and advice on the detailed Traffic Assessment and underlying modelling to support the campaign. IT WAS AGREED to defer the decision until after the presentation from the group at the Annual Parish Meeting.</p>	<p>TS</p> <p>JC</p> <p>JC</p>
157/24	13. GATWICK MATTERS	
	<p>13.1 To consider Gatwick Greenspace Partnership Steering Group's invitation to become a funding partner – IT WAS AGREED that Cllr Scott would obtain an indication of how much funding the PC would be expected to contribute and the Clerk would invite a representative to a future meeting to brief the PC.</p> <p>13.2 Cllr Scott advised that the PC needed to comment on the Gatwick Noise consultation, Cllr Scott advised the best reference would be GATCOMs comments and this had been distributed to Cllrs earlier. A member of the Gatwick Working Group interjected stating that GATCOMs comments were very weak and offered to write something for the PC. Cllr Scott welcomed the comments and accepted the offer.</p>	<p>LS/JC</p>

	Cllr Scott asked the member of the Gatwick Working Group what had happened to the PC grant to GACC. He briefed the PC on different things that had be done to raise awareness including banners and posters.	
158/24	14. REPORT OF THE RFO/FINANCE COMMITTEE	
	<p>14.1 To approve the accounts for April/May 2024 - APPROVED</p> <p>14.2 To note payments received and cleared payments April '24 - NOTED</p> <p>14.3 To note authorised transfers for May '24 – NOTED</p> <p>14.4 To approve Accounts for payments for May '24 – Cllr Evans queried the payment of the grant for Church mowing and the Clerk advised as it had already been agreed it had to be paid. APPROVED A resident interjected and asked the Clerk to read out the payments. With the PCs agreement the Clerk read out all the payments.</p> <p>14.5 To note that a meeting of the Finance Working Group will be held on the 12th June at 6:30pm in the Pavilion. NOTED</p> <p>Cllr Stacey asked the status with the VAT claim. The Clerk advised that the claim for VAT was virtually ready to go. Cllr Stacey asked how much VAT would be claimed back. The Clerk advised that for 2023/24 it would be £11,892.42, she could not give an exact figure for the previous year as it was for two years rolled together and she was finding missed invoices. The current total was £5,825.31. Cllr Stacey asked the time limit for claims and the Clerk confirmed it was 4 years.</p>	
159/24	15. REPORTS FROM REPRESENTATIVES	
	15.1 Cllr Bloom provided and update on the activity for the Parishes in Bloom competition. Planters and troughs had been purchased, Geraniums were in Cllrs Blooms greenhouse waiting to be planted. Cllr Scott had obtained some soil. The Clerk had put a post on Facebook asking for volunteers and donations. Planting had started.	
160/24	16. PROCEDURES AND STANDING ORDERS OF THE COUNCIL	
	16.1 NALC Model Financial Regulations – The Clerk reported that New Model Financial Regulations had been issued by NALC and she was working on updating them for review by Cllrs.	
161/24	17. ANNUAL PARISH MEETING	
	Cllr Scott advised that South East Rivers Trust and Metro Bus would be attending as speakers.	JC
162/24	18. GOVERNANCE	
	<p>18.1 Asset Register – to approve the updated Asset Register – deferred to the next meeting.</p> <p>18.2 Annual Governance and Accountability Return (AGAR) – deferred to the next meeting as the Clerk had found an c.£88 discrepancy and wanted to check how to handle this.</p>	
163/24	19. EMPLOYMENT MATTERS	
	Reviews due for all PC staff.	
164/24	20. PUBLIC COMMENTS	
	<ul style="list-style-type: none"> • A resident mentioned that the PC had more than £85K in the Nationwide Account and would the PC be moving some money to make sure it was protected by the FSCS. The PC advised they were working on this. • A resident mentioned that there was another resident who wanted to help with the archive room. IT WAS AGREED the resident would send details to the Clerk to forward to Cllr Tyson-Davies. • Cllr Tyson- Davies asked for a letter to sent to MVDC to put an article 4 direction to be replaced on a gateway to the field above Trumbles B&B. IT WAS AGREED the Clerk would send a letter. 	JC JC
165/24	21. DATES OF FORTHCOMING MEETINGS	
	<ul style="list-style-type: none"> • 4th June 2024 - Planning Committee Meeting at the Pavilion – 7:30pm • 11th June 2024 - Services & Amenities Committee Meeting – at the Pavilion 6:30pm • 17th June 2024 - Full Parish Council Meeting at the Pavilion, Charlwood – 7:30pm 	

There being no other business the Chair closed the meeting at 9:58pm

Signed as a true record of the meeting, and approved at the Full Parish Council Meeting of the 20th May 2024

Signed.....

Appendix A

Payments Green Highlight = Direct Debits already approved

Payments Orange Highlight = Estimate as DD Variable

Payments No Highlight = Electronic payment for approval or retrospective approval

INCOMINGS

02-Apr-24	Mangano V L Bertinazzi	Pavilion Hire	50.00
02-Apr-24	N Shah	Pavilion Hire	86.00
05-Apr-04	CV Barclay	Pavilion Hire	60.00
05-Apr-24	MVDC	Precept	38,250.00
05-Apr-24	MVDC	Concurrent Grants	6,875.50
05-Apr-24	Elysium Healthcare	Pavilion Hire	685.00
22-Apr-24	Rodriguez A & J Rodriguez	Pavilion Hire	0.01
22-Apr-24	Rodriguez A & J Rodriguez	Pavilion Hire	50.00
26-Apr-24	Elysium Healthcare	Pavilion Hire	910.00
29-Apr-24	Ifield CC	Pavilion Hire	150.00
		Total	47,116.51

DIRECT DEBITS TO BE PAID IN MAY

13-May-24	The Keyholding Company Ltd	Keys for Pavilion & Alarm Call (01/01/24)	26.57	5.31	31.88
15-May-24	SES Business Water	Account 5414233	35.68	0.00	35.68
20-May-24	Ecotricity Ltd	100063963Ecotricity - Gas	297.08	0.00	297.08
20-May-24	Ecotricity Ltd	100066969Ecotricity - Electricity	298.68	0.00	298.68
				Total	663.32

MAY 2024 PAYMENTS TO BE APPROVED TONIGHT

20-May-24	Charlwood Parochial Church Council	Grass Mowing Grant 2022 & 2023	2670.00	0.00	2670.00
20-May-24	South & South East in Bloom	Entry Fee for Parish Category S&SEiB 2024	55.00	0.00	55.00
20-May-24	Mulberry & Co	Training: Roles & Responsibilities LS, SC - Policies Powers and Duties ATD, SC - Roles & Responsibilities LS, SC - Chairs Training LS	225.00	45.00	270.00
20-May-24	Nigel Jeffries Ltd	Withey grass cut 10/04 and 24/04	57.00	11.40	68.40
20-May-24	Surrey ALC Ltd	NALC/SALC Subscription 2024/25 underpayment	720.00	0.00	720.00
20-May-24	Trilateral Research	STRIAD Air Survey	2400.00	480.00	2880.00
20-May-24	Helen Hill	May24 Salary	564.40	0.00	564.40
20-May-24	Helen Hill	Handwash, Bin Liners, Toilet Roll, Toilet Duck, Kitchen Roll & Notebook	39.18	0	39.18
20-May-24	Janette Coulthard	May24 Salary	1075.24	0	1075.24
20-May-24	Prime Cleaning	Pavilion Clean Feb 24 & Mar 24	320.00	0	320.00
20-May-24	HMRC	PAYE Tax & NI	1663.74	0	1663.74
20-May-24	Helen Hill	April 24 Salary	601.64	0	601.64
20-May-24	Janette Coulthard	April 24 Salary	1075.44	0	1075.44
20-May-24	Defib World	iPad SP1 Battery and Pads	265.00	53.00	322.99
				Total	12326.03

Appendix B

Planning Applications considered by Charlwood Parish Council Planning Committee to the 2th May 2024 at the meeting of the 7th May

Chair: Cllr L Scott

Present: Cllrs S Bloom, S Crofts, C Evans, A Rawlinson, A Tyson-Davies

In attendance: Cllr Tyson-Davies, 2 x Residents

1. ELECTION OF CHAIR & VICE CHAIR

Cllr Scott was unanimously voted in as Chair.

2. CHAIR TO OPEN THE MEETING

Cllr Scott opened the meeting.

3. APOLOGIES

Cllr D McCorquodale

4. DECLARATIONS OF INTEREST

Cllr Croft declared a non-pecuniary interest in agenda item 7.2 the nature of the interest being that the property abuts her garden.

5. MINUTES

The minutes from the meeting of the 7th May were signed as part of the Full Parish Council Meeting minutes of the 20th May therefore there are no minutes to sign.

6. PUBLIC QUESTIONS

None

7. CURRENT PLANNING ISSUES

7.1 MO/2024/0788/DET – Land at the junction of Charlwood Road and Farmfield Drive, Charlwood – Prior notification for the installation of 1 No. 24-metre-high lattice tower, mounted with 3 No. antennas, 1 No. 0.3 metre dish, 1 No. GPS node, 1 No. cabinet located in a compound comprised of 2-metre-high palisade fencing and 1 No.

Electrical meter cabinet and associated ancillary development thereto.

RESOLVED - Charlwood Parish Council objects to this application on the basis that the height at 24 meters is overbearing and out of keeping with the rural location. Being so close to Gatwick airport it could also cause a problem for aircraft.

7.2 MO/2024/0689/PLAH – 16, Forge Place, Hookwood, Horley, Surrey, RH6 0AL –

Conversion of existing garage into habitable space.

RESOLVED - Charlwood Parish Council objects to this application on the basis that Forge Place has limited parking available. Removing the garage parking space takes away another, which will be detrimental to the area and impact the amenity of future residents.

7.3 MO/2024/0694/ECL – Tifters Barn, The Street, Charlwood, Horley, Surrey, RH6 0BY –

Certificate of Lawfulness for existing development in respect of occupation of a building as an independent dwelling for in excess of 4 years.

RESOLVED - The Parish Council question the statement that this has been an independent dwelling for as long as 4 years and do not feel that a Certificate of Lawfulness is acceptable in the circumstances.

7.4 MO/2024/0744/CAT – Bristow Cottage, Rectory Lane, Charlwood, Horley, Surrey, RH6 0EF – Laurel - Bay (T1) Fell near to ground level; Oak (T2) Removal close to ground level.

RESOLVED - Charlwood Parish Council would like to leave the decision to the tree officer.

7.5 MO/2024/0400/PLA – Land at Five Oaks, Charlwood Road, Charlwood, Horley, Surrey, RH6 0AJ – Demolition of existing buildings and erection of 3 No. detached dwellings.

RESOLVED - Charlwood Parish Council objects to this application on the basis that it is overdevelopment in the Green Belt and the site is also a flood plain.

7.6 MO/2024/0658/PLAH – 16, Sewill Close, Charlwood, Horley, Surrey, RH6 0BS – Erection of a single storey side extension.

RESOLVED – NO COMMENT

7.7 MO/2024/0635/ECL – Land south east of Verandah Cottage, Horse Hill, Hookwood, Horley, Surrey, RH6 0HN – Certificate of Lawfulness for the existing development in respect of the erection of a 2-bed dwelling house and subsequent continuous habitation for a period exceeding 4 years, and erection of a gate and fence for a period exceeding 4 years.

RESOLVED – NO COMMENT

7.8 Other Planning Matters - e.g. recent determinations, appeals to committee (for discussion) or Parish permission (e.g. Trees)

7.8.1 Decision – MO/2024/0270/PLA – Happy Acres, Russ Hill, Charlwood, Surrey, RH6 0EL - Erection of an agricultural storage barn with associated hardstanding and access track. – DECLINE TO DETERMINE – SECTION 70C.

7.8.2 Decision – MO/2024/0466/PLAH - The Bungalow, Nursery Lane, Hookwood, Horley, Surrey, RH6 0HG - Erection of single storey front extension, internal alterations and pitched roof over existing flat roof. REFUSED

7.8.3 Decision – MO/2024/060/CAT – 5, Rectory Lane, Charlwood, Horley, Surrey, RH6 0EF – T1 Willow to be pollarded back to previous pruning points- 2m average. NO OBJECTION

7.8.4 Decision – MO/2024/0692/CONS – Brittleware Farm Buildings, Norwood Hill Road, Charlwood, Surrey - Appearance, Landscaping, Layout and Scale reserved matters for Outline Application 21/00495/OUT. for the demolition of existing buildings and the erection of 8 no. dwellings with associated parking and amenity space, with all matters reserved except for access. Reigate and Banstead Borough Council for consultation purposes only. NO OBJECTION.

7.8.5 Decision – MO/2024/0616/DEA - Charlwood Place, Norwood Hill Road, Charlwood, Horley, Surrey, RH6 0EB - Prior notification for the formation of an agricultural track 150 metres by 4.5 metres. PRIOR APPROVAL NOT REQUIRED.

7.8.6 Decision – MO/2024/0492/CAT - Hathersage, 55, The Street, Charlwood, Horley, Surrey, RH6 0DS - T1 Poplar to have the crown reduced by 50% to give a more balanced appearance. Tree is not partially visually appealing and the limbs are leggy and keep breaking off so to prune back to healthy growth points will give the tree more amenity value. T2 & T3 Conifers to be felled as to close to garage and are starting to damage the roof and foundations. NO OBJECTION

7.8.7 Decision – MO/2024/0361/PLA - Tifters Barn, The Street, Charlwood, Horley, Surrey, RH6 0BY- Proposed retention of barn for workshop and temporary dwelling accommodation for a 3 year period in connection with works to convert existing barn to one residential dwelling under permission MO/2014/1184/PLA. REFUSED.

7.8.8 Decision- MO/2024/0371/PNJ - Spire Gatwick Park Hospital, Povey Cross Road, Hookwood, Horley, Surrey, RH6 0BB - Prior notification to install 338 No. PV solar panels. PRIOR APPROVAL REFUSED

7.8.9 Appeal Starting – MO/2023/1458/PLA – Land known as Three Acres, Unit 5, south of Wellpools Farm, Stan Hill, Charlwood, Surrey - Change of use of an existing welfare building to a temporary agricultural workers dwelling