

**ELSTEAD ANNUAL PARISH COUNCIL**  
**Minutes of Meeting**

**Monday 18<sup>th</sup> January 2015 at 7.30 pm**  
**United Reform Church Hall, Elstead**

**Attendees:** Cllr L. Davidsen (Chairman)      Cllr K. Brooke      Cllr R. Holroyd  
Cllr J. Jacobs (arrived 8.20pm)      Cllr J. Holroyd      Cllr J. Mathisen  
Mrs J. Williams (Clerk)

**Also attending were:** Mrs S. Cheeseman (left 9 pm)

**PUBLIC QUESTION TIME**

No questions raised

**1.0 APOLOGIES FOR ABSENCE**

3265 Apologies had been received from Cllr P. Murphy and Cllr R. Gardner who were not able to attend due to business commitments. These apologies were accepted by the Council.

**2.0 DECLARATIONS OF INTEREST**

3266 Cllr R. Rees declared a personal interest in 3170 as the flooding affect his and a neighbours property. No other members disclosed any (a) Personal, (b) Prejudicial interests which they are required to disclose by section 94(1) of the Local Government Act 1972 and in accordance with The Parish Council (Model Code of Conduct) Order 2007.

**3.0 APPROVAL OF PREVIOUS MINUTES**

3267 The minutes of the Parish Council meeting held on 7<sup>th</sup> December 2015 were agreed and signed by the Chairman.

**4.0 APPROVAL OF PLANNING COMMITTEE MINUTES**

3268 The minutes of the Planning Committee meeting held on 7<sup>th</sup> December 2015 were agreed and signed by the Chairman.

**5.0 APPROVAL OF PLANNING COMMITTEE MINUTES**

3269 The minutes of the Planning Committee meeting held on 4<sup>th</sup> January 2016 were agreed and signed by the Chairman.

**6.0 MATTERS ARISING**

2918 Tracys Development site. **Cllr Brooke to write to Cllr Else to see if enforcement action is to take place and if so what the time frames is (01/16).**

- 2957 Tanshire Parking – The Parish Council understands that the application is unlikely to be unsuccessful but are keen for Tanshire to be successful **(01/16)**
- 3025 Footpath at the end of Red House Lane onto the common – Cllr Murphy confirmed that the MOD had accepted the offer of a contribution towards the fittleworth stone on BW92 and they had advised that they intended to improve BW504 at their cost. (05/15)
- 3026 Closure of Footpath 64 – Needs to remain closed at present due to undercutting of the path. SCC to consider options to reopen. (04/15)
- 3125 Village Banner/logo - Cllr Mathisen advised that he was hoping that the appropriate Neighbourhood Plan groups would consider whether an internet hub was needed for the village and whether a new village banner/logo was appropriate. (06/15)
- 3137 Beacon View Funding Request – The Clerk advised that no further communication had been received regarding the proposal. (08/15)
- 3153 Cycling Strategy meeting – Cllr Mathisen advised that he had raised the subject of the proposed cycle route with the MOD. Cllr Murphy explained about a previous offer of the Parish Council to fund materials for small section of the route in Red House Lane. (11/15)
- 3154 Bus Stop on Thursley Road – Cllr Harmer advised that the bus stop sign had been installed close to the old Post Office. Cllr Murphy agreed to check. This has been checked. (12/15)  
**Item to be removed as matter outstanding.**
- 3270 Flooding in Springfield – Cllr Rees explained that the run off of water fro Springfield was affecting his and his neighbours properties. he had been in contact with SCC and they had drawn up a plan of unmapped drains. Work was undertaken to explore the drains and they were found to be blocked with debris. The drop by the tennis courts is also full of debris. SCC asked WBC to clear the drains out and WBC have accepted responsibility for this. **Cllr Rees to liaise with Cllr Brooke regarding unmapped drains in the village. Cllr Davidsen reminded the Committee that all useful documents such as this should be uploaded onto the PC website. Cllr Rees to pass drainage maps onto The Clerk to upload onto the website.** (01/16)
- 3203 Nails in tyres – The Clerk reported that PCSO Francis was not able to attend the meeting but had been invited to attend the December meeting instead. (11/15).
- 3205 New post box –**The clerk advised that this has been chased and this is was pending** (01/16).
- 3206 Framptons Proposal – A question was raised regarding the reasons for Framptons changing the layout of the development proposals. (11/15)
- 3211 WBC Planning Letter –**The Clerk has been informed that there is change in the planning personnel. Cllr Rees to provide availability and the Clerk to reschedule meeting** (01/16).
- 3212 Linden Homes Revised Proposal – **It was confirmed that the application had been refused for a number of reasons. Discussion took place regarding the safety of the proposed pedestrian access and increased volume of traffic which may have prompted the installation of traffic lights on a protected bridge.** (12/15). Item to be removed.

3238 Green Belt Review – **To be discussed further with WBC at meeting in the New Year.** (12/15)

3271 EER –**The Clerk to formalise the cover rota by the end of January. Once complete the rota to be uploaded onto the website and put on the noticeboards and a copy sent to Cllr Harmer.** (01/16)

3246 Boardwalks – **The Clerk advised that she had received a communication from Mr James Giles agreeing with the view of the Parish Council regarding the danger to pedestrians of cyclists using the boardwalks. He had confirmed that there had been improved signage erected but that it was an on-going concern.** (12/15) Item to be removed

3248 Mrs Sandra Cheeseman asked if it would be possible for someone to trim the overhanging branches of the tree by the bus shelter on Milford Road. **The Clerk explained that their had been various correspondence with Stuart Copping (SCC) on this matter. The tree was determined not to be on private land and had a dead branch so a job specification is to be raised for it to be cut.** (01/16)

3257 Highways update

- The optimum position of a new VAS would be on the south side of Milford Road. Cllr Jenny Else will be speaking to parties adjacent to the proposed site. **Response received further discussion to take place (01/16)**
- Works for a new parking lay by in Springfield is likely to start in the New Year. **The Parish Council agreed that the dropped kerb should remain for Laureldene but that the white painted lines be withheld until formal approval had been given by WBC. The Clerk to advise WBC who are undertaking the work currently.** (01/16)
- A discussion was held over whether there was to be a notice in the lay-by saying that parking was for patients to Springfield Surgery. **A ‘courtsey’ notice was proposed. The Clerk to ask David Harmer if this is feasible.** (01/16)
- A decision regarding the feasibility study for the installation of a new parking lay by on Thursley Road is due to be heard at the Local Committee meeting later in the week.

Cllr Murphy was thanked for meeting with Mr Selby and obtaining satisfactory outcomes to the discussions.

## **7.0 NEIGHBOURHOOD PLAN**

3272 Cllr Jacobs explained that the questionnaire has gone out and that marketing seemed to have worked as people were expecting their copy of the survey. To date at least 350 responses have been received of which 260 were on-line.

The Clerk explained that funding has been requested and that we should hear within two weeks if we have been successful with the funding application. If unsuccessful Parish Council funds will need to be used.

It was agreed that the survey response deadline be extended as the Parish Council would like to maximise the number of responses. There was a discussion as to how to ensure people are aware as the Parish Council would like to receive the views of all ages. The Teenager Group was identified as one that needed further targeting.

Cllrs agreed to use the following to convey the message that the deadline has been extended and that the Council needs to hear from everyone:

Instagram, facebook (Cllr Rees), The Scouts/Explorers and Sharks (The Clerk), Inserts in the February Village Magazine (The Clerk), Posters and email message via the school, (the Clerk) posters up at stars in your Eyes (The Clerk), posters to be sent to W.I and Garden Club Chairs and Elstead Cinema (The Clerk).

Cllr Holroyd has offered to help with inputting some of the survey data if required.

## **8.0 WEYBURN WORKS GATE PROPOSAL**

3273 **Discussion over various styles and a decision was made and a wooden style gate was chosen would be more in keeping. Cllr Holroyd advised that the wooden style gate was approximately £350 plus installation cost. The Clerk to order gate and arrange installation (01/16)**

## **9.0 POLICING IN OUR NEIGHBOURHOOD**

3274 Cllr Mathieson had attending a meeting regarding changes to policing within rural communities. Cllr Mathisen circulated a report prior to meeting. Discussion was held over whether Elstead should combine forces with other small villages which have shared outdoor space that need policing more effectively.

**All Cllrs to consider their reasons and this will be discussed at the next meeting at which point a decision will be made as to whether to informally talk with neighbouring communities. (01/16)**

Cllr Mathieson was thanked for providing such an insightful report which had provoked such a positive debate.

## **10.0 ANNUAL PARISH MEETING DATE**

3275 A provisional date of Wednesday 4<sup>th</sup> May was agreed subject to Cllr Murphy's availability. Topics to be agreed next meeting but suggestions were; The Neighbourhood Plan, Policing in our Neighbourhood and EER. **The Clerk to check on Cllr Murphy's availability plus the church and hall availability. (01/16)**

## **11.0 REPORTS AND CORRESPONDENCE**

3276 A letter was received from Robin Pellows at Waverley Borough Council asking if anyone is interested in filling a vacancy on Waverley Standards Panel. Cllr J Holroyd confirmed interest in this. **The Clerk to forward more details. (01/16)**

3277 An email with an attached letter was received from the Chairman of NALC explaining how the parish can get involved in celebrating HM the Queen's 90th Birthday on 21st April. The main idea is for the council to hold an event culminating in the lighting of a beacon. The Council agreed that this would be considered at the next meeting after more information had been sought. **The Clerk to forward more details. (01/16)**

3278 Rt Hon Jeremy Hunt Correspondence - **The Clerk advised that a response has been received from Jeremy Hunt which will be forwarded to all cllrs and uploaded onto the website. (01/16)**

## 12.0 FIXED ASSETS APPROVAL 2015-16

3279 The register of Fixed Assets for 2015-16 was approved.

## 13.0 BUDGET REVIEW 2015-16 YTD

3280 The budget review document year to end of December was discussed and agreed

## 14.0 ACCOUNTS FOR PAYMENT

3281 The following accounts for January were presented for payment, duly authorised and cheques signed:

Payee	Cheque no	Purpose	Amount
Grasstex Ltd	3470	Grass cutting contract	£312.24
e-mango	3471	LC - 905 Annual Service Charge	£576.00
Waverley Borough Council	3472	Recharge of election costs	£270.80
E. Felton	3473	Salary	£313.44
J Williams	3474	Salary	£484.90
The Post Office	3475	HMRC	£208.80
E. Felton	3476	Expenses	£21.35
J Williams	3477	Expenses	£15.00
Imagine Places	3478	Neighbourhood Plan	£926.40
<b>Total</b>			<b>£3,128.93</b>

## 15.0 MATTERS RAISED BY MEMBERS (FOR NOTING)

3282 Cllr Mathisen questioned why there is a sign for Westbrook Lane in the middle of Church Green pointing towards Westbrook Hill. **Item to be added to agenda next month to discuss its removal (01/16).**

- 3283 Cllr Jacobs advised that she had received an email regarding the MoD selling 12 sites of land for housing. Whilst none of the land is currently in this area Cllr Jacobs advised all to be aware that this was happening.
- 3284 Cllr Holroyd raised the issue of tidiness at the allotments following a complaint from a parishioner. **Cllr Brooke to discuss at the next Allotment meeting. (01/16)**
- 3285 Cllr Davidsen advised that SSE had worked hard following the accident last Friday that blocked the village by the Milford Rd exit for 8 hours. Branches were cut away and SCC had been extremely thorough. **The Clerk was asked to write to SCC and convey the PC's appreciation. (01/16)**

**Meeting closed at 10.00 pm**