

ELSTEAD PARISH COUNCIL
Minutes of Meeting

Monday 17th July 2017 at 7.30 pm
The Pavilion, Thursley Road, Elstead

Attendees:	Cllr P. Murphy	Cllr J. Mathisen	Cllr R. Holroyd
	Cllr L. Davidsen	Cllr J. Holroyd	Cllr. K. Brooke
	Cllr R. Rees	Cllr R. Gardner	Mrs J. Williams (Clerk)

PUBLIC QUESTION TIME

4228 The two gullies that were due to be cleaned at the end of June have not been cleaned. The Clerk advised that an email asking whether the work had been carried out had been sent to SCC and The Clerk was waiting for a response. (07/17)

4229 The footpath running from Hazelwood to Burford Lodge Rec has become overgrown. The Clerk to ask R Knight to cut it back. (07/17).

4230 The pavement has sunk outside no 6 Broomfield resulting in the pavement being closed. The Clerk to ask SCC for an update. (07/17).

1.0 APOLOGIES FOR ABSENCE

4231 Apologies had been received from Cllr J. Jacobs who was not able to attend due to business reasons. Their apologies were accepted by the Council.

2.0 DECLARATIONS OF INTEREST

4232 No 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

4233 The minutes of the Parish Council meeting held on 19th June 2017 were agreed and signed by the Chairman.

4.0 APPROVAL OF PREVIOUS PLANNING MINUTES

4234 The minutes of the Planning meeting held on 19th June 2017 were agreed and signed by the Chairman.

5.0 MATTERS ARISING

- 4235 BW improvement. On 6th April, Hannah Gutteridge explained that she might have some monies and would try and repair one of the bridleways using SCC PIC money. The PC offered her £1,500 to help and gave priority to BW 68. **(07/17)**
- 4236 Improved cycle route Elstead to Milford/Rodborough. Formal written permission from MoD and NE will be required to approve the proposed slight detour route. **(07/17)**
- 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). Minute to be removed next month.**
- 4237 Flooding in Springfield – there is still no action from SCC. An initial response was received from Framptons but they have still failed to answer the question as to whether the covering of the drain was authorised despite the Clerk chasing this several times. **(07/17).**
- 4177 School Fruit Trees – The School is still looking for additional suitable sites in the village in order to plant more of these school-grafted fruit. **(06/17). Minute to be removed next month.**
- 4178 The condition of the track at the end of Hookley Lane needs improving. Hannah Gutteridge of SCC has been notified of the proposed work. Richard Knight (RK) has assessed the site but now may not be able to do the work. Cllr Murphy to liaise with RK. **(06/17). Minute to be removed as covered in Agenda Item 9.0.**
- 4238 Thursley Road football pitch. Work has been completed. The Clerk has invoiced the Sharks and the senior FC £500. **Not all the funds have been transferred from WBC – The Clerk has followed this up. (07/17).**
- 4239 Cllr Murphy declared an interest in this item. Matt Lank (WBC) has suggested that £1,500 be made available to fund improvements to the water supply for the cricket square. **The funds have not been transferred from WBC – The Clerk has followed this up. (07/17).**
- 4240 Beacon View Road BT Phone Box - Cllrs agreed in principle that they would be happy to buy it from BT for £1 and turn it into a community library following a suggestion from a parishioner. It will cost £20 a year to insure. Following a public consultation the phone box is to remain in situ. **The Clerk advised that this box will be added to the 2018 improvement schedule. (06/17).**
- 3829 Local EER Responses to be re-invigorated. **(12/16)**
- 4241 Tree Audit. Following the tree falling incident which resulted in Witley PC paying £500k damages, The Clerk has found a second tree surgeon who is certified to carry out an inspection of all of the trees on PC land. **The tree surgeon to conduct a preliminary site visit at 10.30am, 22nd August. Cllr Murphy to attend in The Clerks absence. (07/17).**
- 4242 VAS by the zebra crossing needed recalibrating. The VAS appears to be working accurately. **(07/17). Minute to be removed next month.**
- 4243 Dog waste: There are increased levels of dog waste and a second bin is needed along Back Lane. **The Clerk has contacted WBC and is awaiting a response. (07/17)**

- 4244 Part 2 of the Local Plan is due in November. LLP1 to be examined in June. The Parish Council submitted comments to The Inspector. The PC has learnt that there is a proposed increase of 14% with regards house building from 519 to 590 p.a. This increase is likely to be cascaded down however Elstead PC has not been informed if it is expected to build more than the 150 originally proposed. The PC could argue against any increase as the original house building target of 150 was based on 70 houses being built at Weyburn and the likelihood is that there will be 61 houses at Weyburn. A consultation document, how to deal with the Inspector's recommendations is coming out soon. **(07/17)**
- 4125 Possible closure of the Hyper Acute Stroke Unit at Guildford. The Rt Hon J. Hunt MP brokered a private meeting with key medical stakeholders on 21st April. The main concern is the effect that the ambulance response time will have on potential patients. A summary of the meeting to be circulated to all councillors. A follow up meeting to be held in July. Cllr J. Else was thanked for her hard work in facilitating this meeting. **(05/17)**.
- 4245 Weyburn Works – there has been no further development on this and it is still showing as pending on the WBC Planning website. **(07/17)**
- 4041 The problem of parking congestion in Broomfield. A petition is being raised by a resident calling for a layby, similar to that which was installed in Springfield, as a solution. **(04/17)**. **Minute to be removed next month.**
- 4246 Disabled Parking Bay in front of the church. The Clerk has contacted SCC and is waiting on confirmation from St James PCC in order to proceed the request. **(07/17)**.
- 4247 The Backland lease. Cllrs Murphy and Cllr R. Holroyd met with the land agent on 21st June and inspected the field. The land was being reasonably well looked after although it needed some tidying up and the ragwort needed dealing with. Cllr Davidsen did explain that a horse has escaped. The tenant has sprayed the field and Cllrs are happy for the lease to be renewed at the same rate for another year. The rent to be reviewed for 2018/19. **The Clerk to inform the agent accordingly and to invoice. (07/17)**.
- 4248 Ragwort has been spotted on the EVAA land. The PC has requested that it be removed as a matter of urgency. **(07/17)**
- 4249 St James School Entry. '17/18 entry is oversubscribed with a number of residents not getting an offer of place. Cllr Murphy wrote to Cllr Harmer asking for a meeting with SCC to discuss the issue of the s106 agreement and future school capacity which he facilitated. Melanie Harding (SCC) confirmed in her official view the projections for primary school age children indicate that the school would be able to accommodate all applicants from the parish over the next five years. Melanie predicts a shortfall in real terms meaning that some applicants from Weyburn would be successful. John Baldwin, Head of Governors accepted this and feels it unnecessary to pursue further. **Minute to be removed next month. (07/17)**
- 4250 Letter to Paul Wenham re 5, Anderson Place. All cllrs agreed that this should be referred to the ombudsman however the PC has since discovered only individuals can refer complaints to the Ombudsman. As Cllr Brooke has done so, Cllr Brooke to take the issue to the Ombudsman. **(07,17)**

- 4251 Fallen floodlight at Burford Rec: The floodlights are old and were originally second hand. Whilst The Sharks would like to keep the lights it will cost c. £3k to inspect and repair the lights which The Sharks can't afford to do. The PC does not recommend spending lots of money as the lights are old and instead proposes that they should be taken down. However if The Sharks have an alternative proposal then they should advise the PC prior to the September meeting. **(07/17)**.
- 4252 The Local Plan Part 2 draft was circulated to cllrs before the June meeting and three key areas were discussed.
- (i) Employment Sites – what factors should be considered?
Rents and business rates should be collected from comparable businesses.
They should ensure that marketing reports are factual and correct.
New employment sites should be included
- (ii) Green Space for Protection – see minute 4257
- (iii) The GB and Development
The settlement of Elstead will come out of GB as per the LLP1 proposals. Many properties are adjacent to the settlement area but will remain in GB. They are subject to 40% maximum limit if they wish to extend. LLP2 questioned whether a visual rule should be applied rather than 40% limit however cllrs were against this and preferred a 40% guideline in determining how much a house can be extended. Cllrs agreed that the date at which this should be applied should be the property size in 1968 (when Elstead Settlement went into GB) and not 1948.
- Cllr Murphy drafted a response on behalf of the PC which The Clerk submitted. Cllr Murphy to additionally propose that planning decisions relating to the 40% limit should be made in consultation with the individual Parish Councils. **(07/17) Minute to be removed next month.**
- 4197 FP64 remains shut due to erosion. One proposal would be to reroute the path inland however it would lose some of it's attractiveness if this were to be the case and permission would be needed from the landowner. SCC will likely not agree to the moving of the path inland by just a little as on-going erosion would mean that the path would need redoing in a decades time. **(06.17)**.
- 4253 The moat bin was installed at the expense of the PC with an agreement that WBC would empty the bin. WBC have stated they will not empty it any longer. The PC agreed that it would fund the emptying of the bin and The Clerk has organised for this process to start. James Giles has sent profuse thanks for the PC for facilitating this **(07/17) Minute to be removed next month.**
- 4254 An email was received from Grayshott PC asking Clerks for policies on cyber security. The Clerk to look at the responses and see if relevant for EPC to adopt. **(06,17)**
- 4255 A hot air balloon landed in Burford Lodge Rec on 17th June at 8am. The Clerk has contacted the balloonist and awaits the fee. **(07,17)**

4256 The issue of speed signs at the Milford end of the village was raised. There is a 40mph to 30mph sign within 5 metres of each other. The Clerk has contacted SCC Highways. **(07/17)**.

6.0 REPORT ON THE GREENSPACE MEETING HELD AT WBC ON 7TH JULY

4257 At the meeting WBC explained the criteria for proposing areas as Green Spaces.

- That they should be accessible to the public
- That they shouldn't be extensive
- It is not necessary to designate Village Greens
- It is possible to designate SANGS as a local Green Space

It has been proposed that the settlement area is removed from GB status however it is still possible to designate greenspaces in former GB areas.

Cllrs proposed that the following should be included:

- Burford Lodge Rec and extension land and Thursley Road Rec
- Bonfire Hill
- Sang area attached to Weyburn development

7.0 NEIGHBOURHOOD PLAN

4132 WBC owned land - Cllr Murphy met with Andrew Smith WBC on 24/4 to establish whether any land could be made available for development. There is a small site just off Broomfield which Andrew will assess but it would only yield 2 houses. WBC are interested however in taking over any affordable housing once it has been built and preference would be given to local people. **(05/17)**.

4191 Housing/Development: The PC has successfully obtained free technical support from Locality and this will be run by Aecom. The consultant has started work and aims to complete the formal site assessments by the end of July. **(06/17)**. The application to Locality for a further £6,000 funding has been submitted and the monies received. **(06/17)**.

4134 Meeting with Natural England (NE on 5th May. NE explained the difference between the Wealden Heath and Thames Basin SPA's. NE would not agree to building within 400m of the SPA. If 50+ dwellings are built within 5km of the SPA then the developer must ensure there is a SANG. If there are two sites of thirty houses close to each other this would be seen in the same terms as a single development and there could be a recommendation to have a SANG that both developments could share. Finally NE confirmed that we do not need to do a SEA. The Hammer Dam was also discussed. The Clerk circulated the minutes from this meeting. **(05/17)**.

4258 Draft Policies / Big Meeting: The Big Meeting and exhibition was held on on 6th July. It was very successful with a large number of residents turning up to comment on the draft policies. Further detail was shared about the site assessment process and the sites that have been put forward were available for residents to see. The NHP SG to review with Angela the comments and feedback and amend the draft policies as necessary. **(07/17)**

4259 Workshop 17th-19th July: A design workshop will be held over three days. This will involve talking to and meeting with landowners of the sites that have been proposed for

development. It will also include looking at 2-3 sites and working up the sites in terms of possible 3d design and landscaping. **(07/17)**

3887 A discussion was held regarding how best to obtain the views of the younger members of the parish. One member of the NHP had suggested a Youth Forum but the ease of getting teenagers to attend a meeting at the weekend was questioned. Cllr Rees agreed to write a letter to key individuals who work with teenagers in the village to try to find ways to engage them. **(01/17)**. The Clerk to liaise with the school so that the views of younger children could be obtained. **(01/17)**. The NHP team to also ask pupils at Rodborough School what they would spend money on. **(01/17)**. **Minute to be removed.**

4035 CIL Monies: Cllr Jacobs to discuss with Dawn Davidsen (who in turn to liaise with Peper Harow) how the monies should be spread across the NHP area. **(03/17)**

4011 Dunsfold – the planning application has been called in. If the plans are rejected this could mean that we will need to find more houses. **(03/17)**.

8.0 PLAY AREAS SUB COMMITTEE

4260 Burford Lodge Rec Relaunch: The play equipment has been installed and Cllrs were delighted with the end result. The new equipment has passed the independent safety assessment and additional insurance has been organised. There will be a relaunch picnic on Friday 21st July at 3pm where the zip wire will be officially opened by Cllr Jenny Else. The Clerk to see if the Farnham Herald can attend and to publicise the event to the community. Unfortunately Cllr Harmer is not able to attend owing to business commitments. **(07/17)**.

4261 The Clerk to arrange for a sign to be made acknowledging sponsors. The Clerk is waiting on two logos. **(07/17)**

4262 The safety surface remedial work. Safety surface surrounding the roundabout and under the elephant has been replaced. **(06/17) Minute to be removed next month.**

3593 The play area sub-committee have started to research a suitable replacement for the train. **(09/16)**

4013 The play area sub-committee have applied to the Billmeir Trust for funding and are awaiting a decision. **(03/17)**.

4138 Funding: Tesco bags for Help is the only funding outstanding and the Sub-Committee is waiting on the final count to determine how much money Elstead PC will be awarded. **(07/17)**

3827 The Clerk / Cllr J. Holroyd to write to Tanshire Park to ask whether they might consider funding the Burford Lodge Rec play equipment improvements. **(12/16)**.

9.0 HOOKLEY LANE WORKS

4263 Richard Knight has explained that he does not have the scope to do this job. Cllr Murphy to contact Hannah Gutteridge to see if she has any contacts that she can recommend.

There has been no response – Cllr Murphy to write again to SCC copying Cllr Harmer. **(07.17).**

10.0 REVIEW OF GOVERNANCE

4264 A recommendation from the External Audit was that Elstead Parish Council should have a detailed Governance Statement. The Accountants provided samples from other Parish Councils. The Clerk to investigate this further. **(07/17).**

11.0 REPORTS AND CORRESPONDENCE

4265 VOTY: The Clerk advised that there has been some successful filming at The Paperboat Race as well as subsequent visits for more filming. There has been no feedback on how we have done although The Clerk has tried to contact the production team several times. The Clerk advised that she would try and obtain footage so that it could be shown to the school and as a film prelude at Elstead cinema. The PC would like to thank all who have taken part. **(07/17).**

4266 Cemetery: The Clerk explained that there have been two requests for burial for people who are not residents of Elstead but who have strong family ties. Cllrs agreed that these two cases could be buried at Woolfords Lane the fee being double to what a resident would pay. The Clerk to contact the two parties and arranged as necessary. **(07,17)**
Minute to be removed next month.

4267 Travellers: The Clerk advised that there has been much correspondence regarding travellers taking over sites in Farnham. **(07,17). Minute to be removed next month.**

4268 CRC Consultation: The Clerk advised of the reminder to feedback into the CRC Consultation regarding revised opening hours of certain Surrey Amenity Sites. Deadline for responses is 21.07.17. The Clerk to write explain that Elstead PC opposes any reduction in recycling facilities as it will lead to increased fly tipping. The PC is strongly against any reduction in opening hours at Witley. **(07,17).**

4269 The Clerk received a telephone call from a resident advising that Surrey is proposing a detour for FP64 away from the River Wey. The Clerk has not received formal notification from Surrey CC. **The Clerk to investigate and to write to Surrey CC explaining that the detour would detract from what is a pretty, riverside walk that is still much used despite being 'closed'. (07/17).**

4270 Waylease Signed: The Clerk has signed a waylease agreement form for the new house being built at Redcot. The Clerk was advised that the council would receive a small payment for having the telegraph pole on council land. The Clerk to chase and ensure payments are backdated for as long as possible. **(07/17).**

4271 A request to cut the grass in The Croft play area was received. This has been actioned by The Clerk. **(07/17) Minute to be removed next month.**

4272 A copy of a letter from the Mayor of Haslemere was received regarding traffic diversion issues that arise when A3 tunnel at Hindhead is closed. **(07/17) Minute to be removed next month.**

4273 Press Releases were received regarding: Consultation on CIL, The Secretary of State Calling-in Dunsfold Park, Housing regeneration Ockford Ridge, New affordable Housing Development Wey Court, Blue-Green Agae Returning to Frensham Ponds, Waverley Appoints Interim MD, Judicial Review Victory for NHP Farnahm, Citizen Advice Events. **(07/17) Minute to be removed next month.**

12.0 ACCOUNTS FOR PAYMENT

4274 The following accounts for July were presented for payment, duly authorised and cheques signed:

ACCOUNTS FOR PAYMENT - July 2017

Payee	Cheque no	Purpose	Amount
Juliet Williams	3669	home and travel expenses July	£15.00
Juliet Williams	3670	salary July	£734.77
Juliet Williams	3671	expenses - stamps	£7.80
Kompan	3672	remedial wetpour work	£2,177.83
Elstead URC	3673	NHP meetings 17-19th July	£59.00
The Play Inspection Company	3674	Post installation inspection of new play items	£438.00
Elstead Recreational Trust	3675	Parish Council Meeting July room hire	£25.00
Juliet Williams	3676	Grants of Exclusive Rights of Burial Book	£117.88
			£3,575.28

13.0 BUDGET REVIEW

4275 The Clerk updated cllrs on Parish finances. At the end of the month the balance of the main account was £68,317 and the deposit account £18,600. The cheque for the playground has cleared and this was for £40,000 of which £6,000 will be reclaimed in VAT at the beginning of the next financial year. **(07/17) Minute to be removed next month.**

14.0 MATTERS RAISED BY MEMBERS

4276 An email was received from a parishioner regarding the WBC Staycation flyers that have been placed in inappropriate sites e.g. on the zebra crossing. The Clerk to record on Surrey Highways website. **(07/17). Minute to be removed next month.**

4277 A hole has been reported in the ground in the Jubilee playground near the spinner. The Clerk to ask Richard Knight to fill. **(07/17). Minute to be removed next month.**

4278 A comment was made about greenery intruding from gardens onto pathways. The Clerk to place a notice asking people to keep greenery under control. **(07/17). Minute to be removed next month.**

4279 Broken signpost at Beacon View Road and Red house Lane. The Clerk to log on Surrey Highways website. **(07/17).**

Meeting closed at 9.20 pm