

2.0 DECLARATIONS OF INTEREST

3684 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

3685 The minutes of the Parish Council meeting held on 5th September 2016 were agreed and signed by the Chairman.

4.0 APPROVAL OF PLANNING COMMITTEE MINUTES

3686 The minutes of the Planning Committee meeting held on 5th September 2016 were agreed and signed by the Chairman.

5.0 APPROVAL OF PLANNING COMMITTEE MINUTES

3687 The minutes of the Planning Committee meeting held on 28th September 2016 were agreed and signed by the Chairman.

6.0 MATTERS ARISING

3575 Tracys Development site (5 Anderson Place). A new planning application has been lodged asking for a change from commercial to residential. The PC planning sub committee has rigorously opposed this change. The planning sub committee is surprised that the enforcement has been signed off and would like this application 'called in'. The Clerk to email Cllr D. Else and Cllr Brooke to speak at the committee. If the downstairs is rented then maybe the upstairs could be converted into a hub as has been discussed with NHP. Idea to be discussed offline with NHP committee. **Cllr Brooke to follow up. (10/16)**

3688 There are two footpaths which need improvements. The MoD do still intend to make the repairs but there is no target completion date. £1,000 has been set aside from the PC to buy the materials needed. **(10/16)**

3602 Improved cycle route Elstead to Milford/Roodborough. Some of the route needs improving and runs over MoD land. The MoD have confirmed that they support this and have minuted it to that effect. They also accept the slight detour required to improve the route. The PC sent Cllr Harmer an email regarding the detour route. **(10/16) (combined with minute 3523)**

3413 Closure of Footpath 64 – Cllr Harmer advised that the footpath is to remain closed for a further year. (05/16)

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)

3577 Flooding in Springfield – SCC have escalated the issue but it is bottom of the priority list. **Cllr Rees has written to the Chair of SCC asking for work to take place as a matter or**

- urgency. (07/16). A drain is silted over by the farm lane in Springfield. Drain has been completely covered over and therefore not being maintained as a drain. Developer owns this drain as it is on their land. Debris is now flowing onto road. The Clerk has written to Framptons asking if the covering of the drain has been authorised. (10/16).**
- 3579 Framptons Proposal. Peter Frampton attended the July meeting and presented new proposals of 40 dwellings concentrated on the lower slopes of Bonfire Hill with the top of the hill left clear with footpaths. **Framptons sent a visual of the proposal but no information on the works carried out on the drainage problem. The Clerk to follow up by letter. (09/16).**
- 3689 The sign on the church green has been change from Westbrook Lane to Westbrook Hill. **Minute to be removed next month. (10/16).**
- 3690 Cllr J. Else has suggested a joint training sessions with all Western Villages attending and to be run by WBC likely November/December. **The Clerk to follow up with Cllr J. Else. (10/16).**
- 3691 Litter picking initiative – the Scouts are unable to do this initiative in the Autumn/Winter due to dark evenings. **Minute to be removed next month. (10/16)**
- 3692 The issue of parking in Hazeldene/Broomfield – PSCO Francis will investigate. The Clerk contacted PCSO Francis however he has moved role. **The Parish Council have agreed that The Clerk can liaise with Inspector Bridge as The Clerk has tried several times without success to contact PCSO Jessica Turkington regarding this matter. (10/16)**
- 3693 It was highlighted that a disabled bay had been painted on Broomfield Road that the PC was not aware of. Cllr Harmer confirmed that it had been approved. **(10/16). Minute to be removed next month.**
- 3694 Elstead Parish Council Document storage. Cllr Else has supplied the PIN to Springhaven Wardens office. The clerk has been advised where this is. **The Clerk to follow up and assess storage capacity. (10/16).**
- 3695 Beacon View Funding Request (Cllr Mathisen declared a prejudicial interest in this matter). Work has been completed on this project. **Beacon View residents to submit a formal request for funding to help with signage. (10/16).**
- 3696 School Fruit Trees – The Clerk confirmed the Parish Council would take three trees. **The Clerk has been told that the Council can have three trees end November which will be the best time for transferring and planting. The school children would like to help with the planting. The Clerk to remind the school Green Team. (09/16)**
- 3395 Footpath 113 needs to be addressed as part of the mapped route does not exist. **Cllr Brooke to follow up. (04/16).**
- 3697 A change of speed limit plus addition of a VAS on the Milford Road by the sharp bend has been discussed however the item has been withdrawn from SCC expenditure. Cllr Murphy clarified that this was our priority in terms of projects. There is to be a local committee meeting at SCC on 16.09.16 where this will hopefully be discussed **(09/16)**

3469 Cllr Murphy has forwarded written summaries of his recent meeting and correspondence with MMC as summarised below:

- Waste: issues of waste being dumped have been partially resolved. The culvert remains blocked. The owners are dealing with this. **Cllr Davidsen to keep an eye on the route. (06/16)**
- Planning Appeal: **This has been lodged. MMC are no longer partnered with Linden Homes. (06/16)**
- **Tanshire Park:** The Owners of Tanshire is interested to have discussions with MMC however there have been communication issues between the two sides. Tanshire Park is considering running a shuttle bus service to stations. Cllr Murphy indicated that there was strong demand for a shuttle bus service from parishioners too. (04/16)

3698 Overflowing bins in the centre of Burford Rec. **The Clerk followed up with Veolia. No current issues with it being emptied. (10/16) Minute to be removed next month.**

3699 WBC are now emptying the bin at The Moat. **(10/16) Minute to be removed next month.**

3566 Cllr Jacobs asked if it was possible to have copies of maps of land that are owned by the Parish Council. Cllr Murphy advised that some of the Greens are leased to the PC for 100 years. Cllr Harmer suggested that he might be able to help. **(07/16)**

3700 Cllr Harmer has organised a Task Group Meeting with Parish chairs of the Western Villages; Elstead, Frensham, Tilford, Peper Harow, Thursley, Dockenfield, Hindhead and Churt. More information regarding expenditure (VAS / cycle route) to be shared at the meeting on 21st October. **(10/16)**

3605 The Quillets - grass has been cut and the damaged fence removed completely with no intention to replace it. Concern was expressed that balls might go into play area and that the entrance gate does not close fully. WBC said that they are going to look into making the waste bin more obvious as there is still an issue of rubbish being dropped. **Cllr J. Else to investigate. (09/16).**

3674 The pitch has been enlarged at Burford rec but now it is difficult for the EVAA to access the allotment. Richard to cut back the willow tree. The issue of the difficulty of access for small vehicles via the Milford Road was again discussed. **It was advised that some fill had been put down along the Milford Road access, Cllr Brooke to verify this. (09/16)**

3677 The condition of the track at end of Hookley Lane was raised and it was asked whether the muddy track could be improved? Cllrs queried whether such an improvement could be funded by SCC as part of the cycle route repairs i.e two access routes; Hookley Lane and Red House Lane. **SCC to investigate. (09/16)**

3701 The tenants of the horse field have made a manure pile against the EVAA boundary fence and it is now above the level of the rabbit proofing. The Clerk has contacted the agent regarding this. **(10/16)**

7.0 NEIGHBOURHOOD PLAN

- 3702 The SG team met on 12th October and discussed engaging the community, training, housing site evaluation and follow up survey. **(10/16). Minute to be removed next month.**
- 3703 A follow up survey has been collated and sent out to SG for feedback. Objective to get questionnaire out by the end of October for feedback by the end of November. Questionnaire will also be posted online. **(10/16).**
- 3541 The Clerk to follow up on the availability of £1,000 grant as now several weeks since the application was submitted. **(10/16)**
- 3704 The SG committee agreed that policy training was needed and that the estimated cost of £3,750 plus VAT was reasonable. The Parish Council has approved this expenditure. **The Clerk to advise Angela and to confirm training dates with the NHP team. (10/16)**
- 3705 The NHP team will specifically target teenagers and younger children for feedback about Elstead. Key individuals who run clubs etc will be approached to liaise with those teens and encourage them to complete the follow up survey. **A letter to be drafted and The Clerk to forward. (10/16)**
- 3706 The NHP team to send out a 'housing site request' letter to all residents asking for suggestions for available and alternative development sites within the village. **(10/16)**
- 3707 It was suggested that a joint exercise should be undertaken with Milford and Witley as there should be some commonalities between all the parishes and their respective NHP processes. **(10/16)**

8.0 WAVERLEY BC DRAFT LOCAL PLAN PART 1

- 3708 A response to the WBC Draft Local Plan Part 1 was submitted. It was a combined response from the PC and the E&WNP team. The Parish Council wishes to thank Peter Hartley for his work in pulling a lot of the information together. **(10/16) Minute to be removed next month.**
- 3709 A sub group within the NHP team has been set up to look at possible alternative housing sites. **(10/16) Minute to be removed next month.**
- 3710 The Parish Council agreed that an urgent meeting was needed with Waverley to discuss the number of houses being allocated to Elstead as it does not seem accurate. The Clerk to arrange a meeting with Graham Parrott. **(10/16)**

9.0 WEYBURN PLANNING APPLICATION AND APPEAL

- 3711 The Parish Council submitted their response and opposed it on the grounds of loss of an employment site and the fact that it was not compliant with current or draft local plan policy. **(10/16) Minute to be removed next month.**
- 3598 The Appeal for the first application will be heard on 10th January. Cllr Murphy will however be away on that date. Parish Council will wait to see whether the appeal date will be postponed or whether Dawn Davidsen can attend instead. **(10.16)**

10.0 REPORT ON JOINT TOWN AN PARISH MEETING

- 3712 Cllr Mathisen attended the meeting and circulated the following summary afterwards:
1. Local Plan Part 1 was published on August 19; comments which will be included in the submission to the Inspector must be in by October 3. Has anyone read it? Is there anything be need to comment upon? It covers "Strategic Sites", i.e. over 100 homes so Weyburn would not be included.
 2. Green Belt Review will be part of Local Plan Part 2, which should be issued in Draft in August 2017.
 3. In the preparation of our Neighbourhood Plan, Waverley say we should apply for a Strategic Environmental Assessment (SEA) Screening Opinion. Is the time right?
 4. The Government is making changes to strengthen Neighbourhood Plans, including compelling Planning Authorities to take account of Neighbourhood Plans in preparation.
 5. Waverley as published a Trade Waste Collection Policy which, i.a., would only allow businesses to leave Trade Waste outside between 6:00am and 9:30am and are employing a new Enforcement Officer. After consultation Waverley have accepted that one size does not fit all and asked for feedback from Parishes and Towns as to where there are unsightly or obstructive trade waste problems. **(10/16) Minute to be removed next month.**

11.0 VAS MILFORD

- 3713 The Clerk and Cllr Davidson met with SCC highways to look at a fifth site for the VAS on the Milford Road. The new site is outside of Laybrook House and will utilise an illuminated speed sign that already exists. **The Clerk to write to the home owners. (10/16).**

12.0 BURFORD LODGE REC

- 3714 Following on from the significant vandalism that occurred at the Burford Lodge Pavilion on the weekend of the 1st/2nd October it has been necessary to board up the toilets and sink area. The pavilion is heavily used by all the Elstead football teams (Sharks, teens, mens and womens teams) and the Parish Council is waiting to hear from the football clubs to understand what they would like to do with The Pavilion and how they propose to raise the funds. The Parish Council will have an obligation to help with funding. **(10/16).**

13.0 ELSTEAD SHARKS

- 3715 The Sharks have written to the Parish Council requesting funding to put towards some new goals and asking for help in installing them. The Parish Council has agreed to support them with £300 and Richard Knight will install the new goal posts as well as uplift the old ones. **(10/16) Minute to be removed next month.**

14.0 PLAY AREAS SUB COMMITTEE

- 3716 The sub Committee is currently concentrating on Burford Lodge Rec and is concentrating on the following items: zip wire, nest swing, pirate ship – not wood and a rotating pyramid cargo net climber. The sub committee is also looking at moving the stones to make more space available for the new equipment. **(10/16)**

- 3717 Having looked at the rec area it is not necessary to fence off the playground area however the Parish Council is clear that there should be no parking on the grass. **(10/16) Minute to be removed next month.**
- 3718 The code on the gate at Burford Lodge Rec has been changed. Please ensure that Cllr J. Holroyd is advised of any code change so that she can notify the ambulance call centre as this is an emergency access point. **(10/16) Minute to be removed next month.**
- 3593 Richard Knight was thanked for doing a wonderful job repairing the train. The play area sub committee to start to research a suitable replacement for the train. **(09/16)**
- 3719 Additional funds for new play equipment at Burford Lodge Recreational Ground to be investigated e.g Landfill Operators **(10/16).**
- 3548 Cllr J. Holroyd has started to engage with Rodborough and Broadwater for feedback on items for teenagers. **(06/16).**
- 3720 The Clerk has liaised with St James Primary School however the school have suggested waiting until Mrs Elliott the new Head Teacher starts. **The Clerk to follow up (10/16).**

15.0 HIGHWAY LOCALISM PROJECTS

- 3721 The Clerk has received an email asking what works the Parish Council would like to have done under the Highways Localism Scheme. Councillors have agreed that the following should be put forward:
- a) The sliproad by Burford Lodge Rec going back towards the village centre – cut back vegetation. NB one ash shows signs of die back.
 - b) The verge in between Lex Farm and Laybrook Cottage - cut back vegetation assuming the new VAS is installed.
 - c) The area between Thundry Farm and Fulbrook House is significantly overgrown. **The Clerk to contact Steve Lindsey Clark to see if this is a highways or a landowner issue (10/16).**

16.0 EER

- 3722 Due to technical issues the report has been lost and needs to be recreated. **Item to be deferred until November as Cllr Rees absent. (09/16)**

17.0 TIC JEFFERY RESIGNATION

- 3723 It is with sadness that the Parish Council understands that Tic Jeffery will resign his position as a member of the Smith's Charity as well as the Recreational Trust. The Parish Council would like to sincerely thank Tic for all he has done and for his long service. **Cllr K Brooke to replace Tic on the Smith's Charity Committee and a Recreational Trust replacement to be decided. (10/16)**

18.0 REPORTS AND CORRESPONDENCE

- 3724 An email was received from EVAA regarding access problems with the positioning of the football pitches. A conversation has been held between the Sharks and the EVAA and access improved.

The Clerk also confirmed that Pelhams had written to Barbara and that some of the ruts had been filled. It was highlighted that the Milford Road access is only for heavy loads not for ordinary vehicles. This was agreed at the outset when the EVAA was first established. It was highlighted that very occasional access could be granted via the rec but 7 days notice is required. Cllr Brooke to confirm whether the current committee have a copy of the original EVAA agreement. **(10/16) Minute to be removed next month.**

- 3725 An email was received regarding an overflowing bin in Springfield. The Clerk has reported it to WBC who will contact Veolia. A replacement bin has been ordered and will be installed on the next cycle of replacing bins. **(10/16) Minute to be removed next month.**
- 3726 A parishioner has emailed regarding nails sticking out in the play area at Burford Rec. This has been dealt with. **(10/16) Minute to be removed next month.**
- 3727 An email was received from Cllr Harmer asking for a list of projects to be considered at the Task Group Meeting to be held in October. The Clerk forwarded the following projects: a) Rodborough cycle route and b) the new Milford Rd VAS project. **(10/16) Minute to be removed next month.**
- 3728 Cllr Murphy made a report of a broken manhole cover outside Clearview was made to Thames Water. **(10/16) Minute to be removed next month.**
- 3729 An email was sent to Surrey CC regarding pedestrian access to Weyburn in the event of development being approved. **(10/16) Minute to be removed next month.**
- 3730 A request was made to carry out some renovations to a grave and the parishioner asked whether additional fees would be charged for adding chippings and kerbing. Cllrs agreed that no further fees should be charged. **(10/16) Minute to be removed next month.**
- 3731 Cllr Murphy has drafted an article for the EVN and PC website regarding the issue of the removal of Green Belt and also a letter has been written calling for housing site suggestions. **(10/16) Minute to be removed next month.**
- 3732 An email was received from WBC regarding additional information that has been submitted in relation to the proposed development at Dunsfold. The application reference is WA/2015/2395. **(10/16) Minute to be removed next month.**
- 3733 An email was received from WBC asking for comments on a revision to its policy on sex establishments. **(10/16) Minute to be removed next month.**

19.0 ACCOUNTS FOR PAYMENT

- 3734 The following accounts for October were presented for payment, duly authorised and cheques signed:

ACCOUNTS FOR PAYMENT - October 2016

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Payee	Cheque no	Purpose	Amount
BDO LLP	3551	Annual Return	£396.00
Grasstex	3552	Grass Cutting	£3,437.40
J Williams	3553	home working and salary	£499.90
J Williams	3554	expenses	£53.86
RBL Poppy Appeal	3555	Remembrance Wreath	£25.00
Richard Knight	3556	Maintenance	£711.34
Village Hall	3557	Planning Meeting 28.09.16	£8.00
Village Hall	3558	NHP Meeting 12.10.16	£8.00
Elstead URC	3559	NHP Meeting 15.06 and 20.07	£28.00
Elstead URC	3560	PC Meeting 18.07, 5.09, 17.10, 21.11, 28.11	£70.00
Maxwells	3561	Salary preparation to Sept 2016	£72.00
Pat Murphy	3562	Chairman Allowance	£225.00
Total			£5,534.50

20.0 BUDGET REVIEW

3735 The Clerk provided an up to date financial overview. The accounts are in a healthy state. Cllrs asked if the following categories could have more monies assigned to them: grass cutting and NHP in the view of the agreed training program. **(10/16) Minue to be removed next month.**

21.0 BUDGET PLANNING

3736 The Clerk reminded cllrs that there would be a meeting at the end of November to determine the 2017/18 budget. If any cllrs have ideas for projects they wish to raise please advise the Clerk by November 21st so that this can be considered in the meeting. **(10/16). Minute to be removed next month.**

22.0 MATTERS RAISED BY MEMBERS (FOR NOTING)

3737 Concern was raised regarding access from Bridge House to The Spar as the pathway is very uneven and dark. This is a right of way and the responsibility of the landowner. **Cllr Murphy to look at the problem. (10/16).**

3738 On facebook there have been recent reports of issues for people trying to access the track opposite Pride's Farm. There have been reports of an individual trying to prevent access as well as reports of the pathway being blocked with garden waste and a trench having been dug. The dumping of waste is a criminal activity and there is also the issue of potential damage to MoD land. Cllr Mathisen to advise the MoD. The following

individuals can freely access this track; horse riders with permits and pedestrians. Cyclists and horse riders without permits do not have the right to access this track. **Cllr Murphy to investigate. (10/16). Minute to be removed next month.**

3739 Cllr J Mathisen advised the parish council that groups of four mastiffs would be used for training on Hankley Common. This might mean that there will be additional restrictions for access. **(10/16). Minute to be removed next month.**

3740 Richard Knight was advised that there is a problem with moles on the Burford Lodge Rec and will deal with them. **(10/16). Minute to be removed next month.**

Meeting closed at 9.45 pm