

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

**Monday 16th September 2019 at 7.30 pm**  
**The URC, Milford Road, Elstead**

<b>Attendees:</b>	<b>Cllr P. Murphy (Chair)</b>	<b>Cllr L. Davidesen</b>	<b>Cllr J. Mathisen</b>
	<b>Cllr R. Rees</b>	<b>Cllr D. Snape</b>	<b>Cllr J. Webster</b>
	<b>Cllr S. Reynolds</b>	<b>Mrs J. Williams (Clerk)</b>	

**PUBLIC QUESTION TIME**

5634 The Chair of the village hall thanked the PC for their financial support which has resulted in a new electronic door system. **(09/19). Minute to be removed next month.**

**1.0 APOLOGIES FOR ABSENCE**

5635 Apologies were received from Cllr J. Jacobs and Cllr R. Gardner who were not able to attend for business reasons. Their apologies were accepted by the Council. **(09/19). Minute to be removed next month.**

**2.0 DECLARATIONS OF INTEREST**

5636 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. **(09/19). Minute to be removed next month.**

**3.0 APPROVAL OF MINUTES OF PC MEETING HELD 22nd JULY 2019**

5637 The minutes of the Parish Council meeting held on 22<sup>nd</sup> July 2019 were agreed and signed by the Chairman. **(09/19). Minute to be removed next month.**

**4.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 22nd JULY 2019**

5638 The minutes of the planning meeting held on 22nd July 2019 were agreed and signed by the Chairman. **(09/19). Minute to be removed next month.**

**5.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 27th AUGUST 2019**

5639 The minutes of the planning meeting held on 27th August 2019 were agreed and signed by the Chairman. **(09/19). Minute to be removed next month.**

**6.0 MATTERS ARISING**

5640 Jubilee Rec Train: The Clerk has contacted the supplier to chase the name plate and remedial works. The Clerk to follow up again. The remaining 50% of the cost is due on completion of the project. **(09/19) Minute to be removed next month.**

- 5641 FP64: The Chairman and The Clerk met with SCC Countryside on 4<sup>th</sup> July 2019 at FP64. SCC and Elstead Parish Council (EPC) walked along the footpath which is quite overgrown. SCC shared a new proposal for the diverted route which follows more of the river before it doglegs back to join FP65. Councillors were shown the proposals in the July meeting and all agreed that this would be a reasonable all-weather route. The Clerk confirmed this in writing to SCC and asked for the vegetation on the footpath to be cut back. The Clerk has subsequently contacted SCC twice regarding the overgrown vegetation but no action has been taken. It is unclear if the owner has agreed to the diversion and if SCC are in the process of consulting on this route. The Clerk to follow up. **(09/19)**
- 5561 Western Villages VAS: The VAS requires 2 people to fit it and it is suggested that RK and the maintenance person at Thursley join together to locate the VAS. Padlocks are required for the VAS which RK will source. Police to survey proposed VAS locations and once signed off Elstead can join the VAS rota. The Clerk has added the VAS to the insurance policy and there is no additional charge for this year. The VAS project has been passed from the police to SCC Highways – SCC have checked and agreed that our proposed locations are acceptable. A rota to be drawn up by the Frensham Clerk. **(07/19)**.
- 5432 Environmental PIC Monies: The Clerk has resubmitted the PIC application. **(05/19)**.
- 4961 New NHP support programme with increased funding to £17,000: The Clerk ascertained E&W NHP is eligible to obtain a further £2,000 and will apply for this grant once the next steps are determined and an estimate for works received. **(09/18)**
- 5642 Sharks floodlights: The PC to draw up a new agreement with the Sharks. The Clerk to action when the floodlights have been purchased. Sharks are applying for additional funding from the Football Association to help purchase the floodlights – a decision is due in October. **(09/19)**.
- 5643 Sharks semi permanent storage: Planning has been resubmitted and has subsequently been approved. No further action will be taken until additional funding for the floodlights has been approved by the Football Association – a decision on the latter is due in October. **(09/19)**
- 5286 Online plans: Cllrs are reasonably happy with the online format however some plans are tricky to see. The Clerk to ask WBC if it would still be possible to have large development plans on paper. The online format was reviewed at the Planning meeting on 18.03.19 and Councillors agreed that The Clerk should feedback the need to view existing and proposed views side by side as well as ensuring that online documents are clearly labelled so that when downloaded in meetings that can be accessed more easily. **(03/19)**.
- 5644 Speedwatch: Cllr P. Murphy and The Clerk met with the school to discuss running a speedwatch campaign. The speedwatch team arrived unannounced at St James Primary School on 22nd July and proceeded to conduct the speedwatch with year 6 pupils. The original objective was to run this as an educative piece regarding speed, car parking and walking to school. Additionally it was disappointing that the speedwatch team choose to visit on the penultimate day of term as traffic was a lot lighter. The Clerk to write to the Safer Schools team. The clerk could not write as the school did not have the details of the officers who attended. **(09/19) Minute to be removed next month.**

- 5570 Damaged railing opposite Fulbrook Lane. SCC advised that they are pursuing a claim for the damage and repairs are being programmed by the Follow Up Team. The Clerk has reported this gap several times. SCC have installed some yellow safety fences but there is no clarification as to when the railings will be repaired. The Clerk notes that there was recently a fatal accident in the area. The lack of railings was not to blame however it serves as reminder that this is a dangerous stretch of road. The Clerk has followed this up but there has been no further indication as to when the railings will be repaired. **(09/19).**
- 5645 The Clerk highlighted a disparity between the advice given on trees. NALC suggest that trees should be surveyed every 2 years whereas SCC only survey trees on school land every three years. The Clerk to investigate further before a new survey of PC trees is commissioned. **(09/19).**
- 5646 Cllr P Murphy raised concern over the fencing at the Jubilee playground and the possibility of children being struck by stray balls. The Clerk showed councillors a photograph of fencing bordering an astro pitch. The Clerk to look at retractable options. Cllrs to look at fencing examples at Chiddingfold and Shackleford. No progress reported and councillors to look at this over the Autumn. There is little immediate hazard as the cricket season has now closed. Councillors have also noted that the picket fencing surrounding the playpark will need some remedial work but this will be actioned once the need for safety fencing has been determined. **(09/19)**
- 5573 The external AED cabinet at the Spar was damaged and the cost to replace it is £567.60. The cabinet has been replaced (using the external cabinet bought for the Pavilion) and a new cabinet has been installed at the Pavilion. The isolator needs to be relocated as children were switching it off. DJK are moving it at no extra charge for which the PC thanks them. The Clerk has been given a code and will try and reclaim some of the amount via the PC insurance. **(07/19). Item now overtaken by Minute 5603 and to be removed next month.**
- 5574 Memorial Bench: The Clerk confirmed that councillors were happy with the proposed bench and specified which colour would be appropriate. There has been no response from the resident. **(07/19).**
- 5647 The Clerk to write to The Bilmeir Trust asking for Our Elstead projects to be considered for financial support. Our Elstead have proposed a wooden village post with emblem and the clerk to draft a letter. **(09/19).**
- 5648 A councillor has raised concern over a chevron missing at the junction of the Milford and Shackleford Roads. One chevron has been reinstated but the second chevron is still missing despite several emails from The Clerk. The clerk to follow up again. **(09/19).**
- 5503 Blocked Gully: It is noted that the culvert under Guinea Common is blocked. Cllr Harmer asked for The Clerk to send a plan of the gully so that he can confirm if it is SCC responsibility. **(06/19).**
- 5649 There have been further complaints regarding Veolia not uplifting rubbish as per the PC's contract with them. The Chairman and The Clerk met with managers on site to discuss the on-going issues with litter collection. The Clerk has drawn up a contract which Veolia have accepted. In the instance of a Bank Holiday, Veolia (changing to Biffa) will collect rubbish a day later that week. **(09/19). Minute to be removed next month.**

- 5650 The Clerk has received further correspondence with a resident with regards speeding in the village. Following the resident's complaint SCC Highways have undertaken an SDR at Burford Lea/Milford Road junction. The first page of results were sent to the Clerk. It indicates speeds were +10% over 30mph speed limit. When questioned SCC were not clear what could be done about this as it was another department's responsibility. **(07/19). Minute to be removed next month.**
- 5651 A rubbish bin situated at the junction of Woolfords Lane / Thursley Road has been knocked over. This is a WBC managed bin. The Clerk has contacted WBC to ask for it to be reinstated. The Clerk has subsequently written again copying The Head of Environmental Services. There has still not been a response. The clerk to follow up and copy Clr J Else. **(09/19)**
- 5652 Tree Works close to Weyfield and on Thursley Road: Tree works were completed to estimate on 27<sup>th</sup> and 29<sup>th</sup> August. **(09/19). Minute to be removed next month.**
- 5552 A member of the public raised the issue of horses crossing the road from Broomfield to West Hill. Clr Harmer advised that it was not clear what could be put in place but that he would be happy to receive proposals and investigate these to see what was possible. **(07/19).**
- 5653 The Clerk advised councillors that the sub committees do not appear to have Terms of References (TOR's) but that they should for good practice. Councillors agreed that The Clerk should draft TOR's for discussion at the September meeting. TOR's are required for the following sub committees: Planning, OE, Smiths, Finance and Play Areas. **(09/19). Minute to be removed next month as covered under agenda item 17**
- 5654 Councillors agreed that the website should have a better calendar plug in and approved £100 to purchase this. **(09/19). Minute to be removed as covered under agenda item 19.**
- 5655 Website policy: Councillors agreed that a clear policy was required on the inclusion of businesses on the website. The Clerk to draft a policy for discussion at the September meeting. **(09/19) Minute to be removed as covered under agenda item 19**
- 5656 Website Admin: It was agreed that The Clerk, Clr Reynolds and Clr Davidsen would have access to the web in addition to Mrs Davidsen. The Clerk has been trained on how to update the website. Clr Reynolds to be trained within the next month. **(09/19)**
- 5657 Bark: Bark is required as the play areas need topping up for safety reasons. Bark was ordered and all safety surfaces have been replenished. **(09/19). Minute to be removed next month.**
- 5658 Bench: The cost to replace the damaged bench at The Pavilion is £564 including VAT and delivery. Councillors approved this expenditure. The Clerk ordered this item and will confirm if it has been delivered. **(09/19).**
- 5659 Roundabout seat: The seat has been damaged. The cost to replace the damaged seat including fittings is £271.16 including VAT and delivery. Councillors approved this expenditure. The Clerk has ordered this and will confirm that it has been installed. **(09/19).**

5660 SCC response: The Clerk circulated a letter that had been received from Mrs Iles in reponse to the PC's letter dated 26<sup>th</sup> June. The letter contained a number of inaccurate statements. Cllr Murphy to draft a response highlighting these errors. The letter to be checked by Rainbows and Peter Pan before being sent. Cllr J. Else declared an interest as she has recently been appointed as a governor at St James School. Cllr J Else to ask WBC if the monies are still available and to ask for a copy of the agreement. **(07/19). Minute to be removed next month as covered under agenda item 9.**

5661 Heads of Terms for New Lease: Following the council's written response to the Heads of Terms WBC have responded with the correct terms. The terms were circulated before the meeting and Councillors were happy to accept them. The Clerk to write to confirm the PC's acceptance and to ask for an up to date map of both greens as well as to check that this agreement will apply to the Main Village Green as well. The clerk has received no response and will follow this action up. **(09/19).**

5662 A tree came down blocking the B3001 on land in between the PC copse and Weyfield. The Clerk to advise the agents for the owners. Clr Davidsen, Mrs Davidsen and Clrs J and D Else attended and helped to direct traffic. The police refused to attend stating that it was a highways issue. Clr J. Else has made an official complaint to the police regarding this as it was unacceptable for members of the public to be placed in such a dangerous situation. **(09/19).**

## **7.0 WBC UPDATE**

5663 Honeypot House development: Cllr D. Else has alerted enforcement who have requested the developer submits a planning application. Clrs reviewed the planning application last month and The Clerk notes that the application has been withdrawn, Cllr D Else to follow this up. **(09/19).**

5664 Fence by field by Triangle: Cllr D. Else has alerted enforcement who have confirmed that planning application is not required as it falls under permitted development. The parts of the fence that were over 2 metres have been cut to just under 2 metres. Clr D Else and Mrs Davidsen to follow this up with the enforcement department. **(09/19).**

5665 Boundary Commission: The Boundary Commission are analysing WBC Ward Boundaries. **(09/19). Minute to be removed next month.**

5586 Emergency Council Meeting: WBC holding an emergency full council meeting on 17.9.19 to discuss climate emergency and new corporate strategy. Cllr J Else hopes that WBC will be able secure funding from the government for this strategy rather than using funds that are currently supporting vulnerable Waverley residents. Clr P Murphy asked that if the Council proposes to plant more trees that the Ward Councillors remind The Council of the cost of surveying and maintaining them. **(09/19).**

5666 Local Plan Part 2 (LPP2): Clr J Else advised that LPP2 does not feature within the new council's corporate strategy. **(09/19).**

5667 WBC Leader: Clr J Else advised that the current Leader John Ward will only hold that office for a year. **(09/19). Minute to be removed next month.**

5668 Haslemere Hospital: Clr J Else is attending a meeting on 18<sup>th</sup> September which will discuss the future of Haslemere hospital.

## **8.0 SCC UPDATE**

5587 Works are starting at Tilford East Bridge. The construction of the footbridge has taken longer and the road bridge remains open at the moment. Once the footbridge is in place the road bridge will close for repairs which will take 6-12 months. Elstead will be one of the diversion routes – the Clerk has placed notices in the EVN and on the website advising of a potential increase in traffic during this period. **(07/19). Minute to be removed next month.**

5669 Members Allocation: a second round of applications for Members Allocation has opened and Clr Harmer would welcome any proposals for projects that could benefit from some funding by the 18<sup>th</sup> September. The next Western Villages Meeting will take place on 2<sup>nd</sup> October. **(09/19)**

5670 Outstanding SCC projects: The PC expressed its extreme frustration at the lack of communication it receives from SCC regarding the progress of works. It was agreed that Clr Murphy and the clerk would draft a list of issues and projects that have been outstanding for this past year which Clr Harmer would take up with SCC. **(09/19).**

## **9.0 REPORT FOLLOWING SCC EARLY YEARS EDUCATION MEETING HELD 30TH AUGUST 2019**

5671 Clr J Else declared an interest. Clr Murphy and The Clerk attended the meeting and are waiting for SCC to produce the draft minutes from the meeting. Clr Murphy asked what is the situation regarding the £46k that had been originally allocated to Peter Pan. The Weyburn developer has paid the monies to WBC and WBC are waiting for SCC to decide how it should be allocated. Monies need to be allocated to increase childcare capacity and SCC explained that the money cannot go to Peter Pan as they are under-subscribed. SCC also advised that the £46k cannot be spent at St James so they were unclear where the monies would go. Clr Murphy asked where the plans to open a pre school had come from and SCC explained it was only because Peter Pan had been on the verge of closing. SCC explained that their policy was to have a range of different pre school providers in a location: e.g. charitable, private and linked to a state primary school. In the longer term however they felt that pre-school provision would be better placed in facilities linked to infant and primary schools. SCC concluded that due to the size of Elstead they would not advise the school to open a pre-school as the village could not support three pre school providers. **(09/19).**

5672 The governors at St James Primary School have opened a survey which features a number of questions asking people's views on opening a pre-school in the school. The Clerk to circulate a copy of the survey to councillors. Councillors to feed their comments back to the clerk by 5<sup>th</sup> October. **(09/19).**

5673 Councillors agreed that the HT of ST James Primary School should be invited to attend a PC meeting once the results of the survey have been calibrated. **(09/19)**

## **10.0 REPORT FOLLOWING VH MEETING HELD 2ND SEPTEMBER 2019**

5674 The Village Hall Committee was thanked for all the work it has done in improving the facilities for both community halls.

5675 The VH were considering placing a defibrillator at the village hall and asked the PC if they could provide details about costs and installations **(09/19). Minute to be removed next month as covered under agenda item 20.**

#### **11.0 REPORT FOLLOWING EVAA MEETING HELD 5TH SEPTEMBER 2019**

5676 A number of issues were raised including horses on the rec. The clerk advised that this has since been resolved. EVAA were concerned that produce was being stolen. The PC felt that the only solution would be to install a CCTV camera. EVAA were concerned that some vegetation had been cleared adjacent to the allotments. The PC confirmed that Richard Knight had been asked to clear some of the area at the request of the EVAA in order to reduce vermin infestation. EVAA asked about having access from the Backland field. The PC confirmed that there was access in place (suitable for 4 wheel vehicles and trailers). Access requests are asked via the clerk a week prior and the clerk will contact the tenant. EVAA were questioned whether someone with a lack of mobility would be able to access the allotments. The PC were confident that mobility scooters could easily move over the rec. **(09/19). Minute to be removed next month.**

#### **12.0 PLANNING INSPECTORATE DECISION ON COMMON LAND DEREGISTRATION**

5677 The PC is delighted that the Planning Inspectorate has accepted the arguments put forward by Peper Harow Parish and Elstead PC and found in favour of not allowing this area of common land to be deregistered. The PC has issued a press release. **(09/19). Minute to be removed next month.**

#### **13.0 MARCUS'S TRIANGLE**

5678 The PC is waiting to hear back from SCC with a definitive statement relating to the commonland status of the land to be taken for the proposed footway. The PC has issued a press release which has received some coverage in the local press. SCC have adjusted the response date to 23<sup>rd</sup> September. It is understood that SCC have asked Natural England if the Magic map can be changed as it is incorrect however Cllr Murphy believes that it may not be possible to change a map if the other party will be disadvantaged. Cllr Harmer to follow this up with Surrey. **(09/19).**

#### **14.0 NEIGHBOURHOOD PLAN UPDATE**

5679 Traffic Survey: JES have completed the traffic survey. The Clerk is waiting on the results. **(09/19)**

5593 AECOM Support:

(i) SEA – The NHP SG has commented on various drafts and the final draft has just been received. **(09/19)**

(ii) Design codes/Masterplanning support – Aecom have sent through the first draft of the Design Code work which the NHP SG have commented on. The Clerk to follow up the progress on the redraft. **(09/19)**

- 5594 NHP Redraft: The NHP SG met on 10.06 and reviewed the first draft of the restructured plan. Overall the NHP SG felt that the document was better structured and clearer to follow. More information to be added once the SEA and Design Code drafts are approved. The Clerk to forward comments on both to Nexus. **(07/19)**.
- 5680 Settlement Boundary: Cllrs Jacobs and Mathisen have conducted an analysis of the Settlement Boundary. Cllr Mathisen has asked for a more detailed map. The Clerk has asked Graham Parrott for a copy of the map and will follow this up. **(09/19)**
- 5596 HRA: The Clerk contacted WBC who advised that their recent consultation concluded that it was *highly probable* that the NHP team will need to commission an HRA. The Clerk was advised not to proceed until WBC had received this formally in writing. **(07/19)**
- 5681 NHP SG MEETING: The Clerk to arrange a NHP meeting for the middle of October. **(09/19)**.

## **15.0 OUR ELSTEAD (OE)**

- 5519 Village Wide Fete: Following comments on the village facebook Cllr Mathisen has spoken to The PTA Chair with regards a village wide event. The Chair to speak with the rest of the PTA for their thoughts. **(06/19)**.
- 5682 Christmas 2019: Work has already started in turning the “switching on of the Christmas tree lights” into more of an event. A poster has been designed and councillors have confirmed an increase from £70 to £500 for the community wide Christmas event. This is agreed under the PC’s power of entertainment and the Arts, Local Government Act 1972 s.145. **(09/19)**.
- 5683 Village sign: There was much discussion regarding the village sign. Councillors agreed that it should be the same as the new PC logo that is being created for the new village website. It was agreed that the Clerk should write to the Bilmear Trust proposing the sign as a project to be funded by the trust. **(09/19)**.
- 5684 Litter picks: OE have decided that litter picks should be done just before annual village events. **(09/19)**. **Minute to be removed next month.**
- 5685 Riverside Area: The clearance of this area is mixed from a success perspective. OE have agreed that it will look after the paving slabs and benches but that it is not worth planting flowers. **(09/19)**. **Minute to be removed next month.**
- 5598 Planter press release: A press release was featured in the Farnham Herald in August. **(09/19)**. **Minute to be removed next month.**
- 5686 Silver Birches: OE has been offered some free saplings. Councillors discussed where they could be planted but councillors agreed there were no suitable sites at the moment. Cllr Mathisen to thank WBC for their kind offer. **(09/19)**. **Minute to be removed next month.**

## **16.0 DISRUPTION AND ROAD DEGRADATION CAUSED BY RECENT FILMING AT HANKLEY COMMON**



5687 The PC notes that the village welcomes filming but the recent bout of filming has caused a lot of disruption both with the volume of traffic as well as the degradation of the road to the ZD. The PC also notes that the date on which the planning decision to allow filming will be given is due after filming has been complete. Clr J Else to discuss the process with the environment scrutineer. The objective for the future is to ensure that Elstead is to be formally consulted on filming plans and that filming should not go ahead until planning permission has been given. Cllr Mathisen to discuss the issues relating to this film with the MoD. **(09/19).**

## **17.0 POLICY DOCUMENTS**

5688 Sub Committee Terms of Reference (ToR's): The Clerk drafted ToR's for the following sub committees; Finance, Smiths Charity, Playareas, Our Elstead and Planning and these were circulated before the meeting. Councillors discussed the terms of reference and amends were made. Revised ToR's to be sent out in advance of the October meeting where ToR's to be formally adopted. **(09/19).**

5689 Equality & Diversity Policy: The internal auditor advised that the PC should have an equality and diversity policy. The Clerk drafted the policy which was circulated before the meeting. Clr Rees made some recommendations and he will forward to the clerk so that it can be circulated before the October meeting where it will be formally adopted. **(09/19).**

## **18.0 FINANCIAL REGULATIONS**

5690 NALC have put forward an updated set of Financial Regulations. The Clerk compared the revised version with the existing version and highlighted the changes. Cllrs accepted these amends and the clerk to issue the revised version to be formally adopted in the October meeting. **(09/19).**

## **19.0 WEBSITE UPDATE**

5691 In the July meeting councilors agreed that a new calendar plug in could be purchased. Just before launching the website it became clear that the website needed a stronger hosting platform and an alternative free calendar was found. Councillors agreed via email for the 'calendar money' to be used to upgrade the hosting platform. The PC agreed this under its power to have it's own website, Local Government Act 1972 s. 142. **(09/19). Minute to be removed next month.**

5692 Website policy: The Clerk has drafted a website policy which councillors discussed in the meeting. The Clerk to circulate the draft website policy for further discussion at the October meeting. **(09/19).**

## **20.0 DEFIBRILLATOR**

5693 Councillors agreed that the defibrillator should be relocated to the external village hall wall. Councillors accepted the cost of £285. Mrs Holroyd has offered to run training sessions for councilors and the village hall committee. The clerk to forward the proposed training dates to councilors and the village hall and to offer out the training to the wider community. **(09/19).**

## **21.0 FINANCE UPDATE**

5694 The clerk advised that the PC is awaiting final sign off from the external auditors. **(09/19)**.

## **22.0 REPORTS AND CORRESPONDENCE**

5695 BT phone box: BT have advised that they will not be able to repaint the Milford phone box for the foreseeable future but are able to provide the paint free of charge. Councillors asked the clerk to obtain a quote from Ian Jefferies. **(09/19)**.

5696 Burford Lodge: There have been a number of anti-social instances at Burford lodge over the last two weeks. The Sharks have reported one instance to the police. Additionally a resident lit a bonfire on the rec and another resident has questioned the new signage on the field near the Burford Lodge gate. **(09/19) Minute to be removed next month.**

5697 Parking: The clerk reported that a number of cars have been parked on the Milford Road on the last two Saturday mornings. The cars were parked abutting the entrance to the Burford Lodge rec approach making it extremely dangerous for vehicles exiting the slip road. The Clerk has spoken with the sharks who have already messaged their team coaches and parents. The clerk to write to the EVTC and EVAA. **(09/19). Minute to be removed next month.**

**5698** Fence: a resident has complained that his fence has been damaged by the Grasstex. The clerk to contact Grasstex. **(09/19).** **Minute to be removed next month.**

**5699** Broadband: a resident has highlighted problems with their broadband. **(09/19)**.

**5700** Dead tree: a resident reported a dead verge side tree to the clerk which the clerk has reported to SCC. **(09/19). Minute to be removed next month.**

**5701** Kingsmead: The Clerk has received a letter from the applicant's agent notifying the PC that one of the two properties (that surrounds the applicant's land) has confirmed that it is happy to have its land taken out of the Green Belt and into the settlement Area. The clerk to write to the agent as both residents need to confirm that they are happy for their land not only to be taken out of the Green Belt but also be available for housing development and to form an extension to the Kingsmead site. **(09/19)**.

5702 Planning Meeting: A resident has asked to meet with the PC regarding their proposed development plans. The clerk to arrange the meeting on Clr Jacobs return. **(09/19)**.

5703 Show home visit: An invitation has been received from Clarion to visit their show home. The clerk to circulate. **(09/19)**.

**5704** Oak Tree: Mr Murphy reported that the owner of Stable House had asked for permission to remove overhanging branches on three oak trees at Burford Lodge Rec. Mr Murphy informed the resident that they had a legal right to do this and that it would be best to cut the branches back to the trunk of the tree or one of the main branches. **(09/19). Minute to be removed next month.**

## **25.0 MATTERS RAISED BY MEMBERS**

- 5706 Cllr Rees advised that at the recent Pavilion Trust meeting there was a discussion about how to welcome new families settling at the Weyburn development to the village. The Clerk to confirm the cost of 70 copies of the Elstead Village News. Mrs Davidsen is producing a pamphlet detailing helpful information. **(09/19)**.
- 5707 Weyburn Care Home: Thakeham have asked WBC for screening advise as they wish to change the care home to offices. Clarion are not aware of this. **(09/19)**.

**Meeting closed at 10.10 pm**