



ELSTEAD PARISH COUNCIL
Minutes of the Monthly Parish Meeting

Monday 13th December 2021 at 7.30pm
Held at Elstead Youth Centre

Attendees: Cllr P. Murphy (Chair) Cllr D. Snape Cllr L. Davidsen
Cllr J. Jacobs Cllr R. Gardner
Mrs J. Williams (Clerk)

PUBLIC QUESTION TIME

7308 There were no questions raised by members of the public. **(11/21) Minute to be removed next month.**

1.0 APOLOGIES FOR ABSENCE

7309 Apologies for absence were received from Cllrs Reynolds, Mathisen, Rees and Webster which members accepted. **(12/21). Minute to be removed next month.**

2.0 DECLARATIONS OF INTEREST

7310 Cllr Murphy declared an interest in the borehole and agenda item 18 'The fencing of the Jubilee Playarea'. The clerk declared an interest in the cycle park proposal. No other councillors declared 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 2018. **(12/21). Minute to be removed next month.**

3.0 APPROVAL OF MINUTES OF PC MEETING HELD 15th NOVEMBER 2021

7311 The minutes of the Parish Council meeting held on 15th November 2021 were agreed and were signed by the Chairman. **(12/21). Minute to be removed next month.**

4.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 15th NOVEMBER 2021

7312 The minutes of the Parish Council meeting held on 15th November 2021 were agreed and were signed by the Chairman. **(12/21). Minute to be removed next month.**

5.0 MATTERS ARISING

7313 FP64: Cllr P Murphy attended and spoke at the Waverley Local Committee meeting held on 13th March 2020. The local committee unanimously found in favour of the two diversions. The Clerk has written to SCC Countryside who replied explaining that the existing temporary closure will have to be extended until such time as social distancing is relaxed. Once everything is back to normal the diversion order will be made and there will be a formal consultation period. If objections are received during this period and cannot be resolved SCC will have to refer the order to the Secretary of State for determination. Determination can take the form of written representations, formal hearing, or

- a Public Inquiry. If there are no sustained objections, SCC can confirm the order and the footpath will have been legally diverted (although works may have to be carried out to make the new route suitable for the public). Cllr Mathisen suggested that the EA had neglected to clear tree debris and Cllr Murphy added that another tree had caused scouring to the bank. It was noted that there has been a further extension to the temporary closure notice (May 2021). The clerk received an update from SCC for the June meeting advising that SCC have been unable to make new orders during the first lockdown as libraries / council offices etc. were closed meaning that they were unable to advertise and display the orders correctly. SCC have found ways around that now, but we have been extremely busy as well as short staffed but SCC expect to start work on this within the next two weeks. The clerk has followed this matter up as there has been no progress. SCC have responded advising that they have been very short staffed and explained that they need to go out on site to see if the banks have deteriorated further over the last few months as this would affect their plans. SCC have confirmed their availability to meet on site on 22.12.2021. Cllrs Murphy, Reynolds and the clerk to attend. **(12/21)**.
- 6314 Website Admin: The clerk to ask Mrs Davidsen if she can provide Cllr Reynolds with a virtual online training session. **(07/20)**
- 7175 Chevrons by Elstead Bridge: the clerk noted that chevrons have been adhered to Elstead bridge rather than the large chevron sign being replaced. There is a partially damaged pole in front of Withybridge House where the former chevron has been located. The clerk has advised SCC and asked for it to be removed and/or the chevron sign to be replaced. SCC have advised it is still on the list but no due date has been confirmed. **(10/21)**.
- 7314 Village Green and Church Green Lease: The Heads of Terms as well as the maps of the area were circulated to councillors who agreed that the PC should proceed and renew its lease of these two areas. WBC legal department forwarded a new lease for the PC to consider. The revised lease would impose obligations on the Parish Council and not on WBC and for that reason the PC agreed it was not prepared to agree to these terms. Councillors agreed that the best course of action would be for WBC to transfer the title of the land to the PC and this is in line with WBC's policy of transferring assets. After a significant delay WBC Executives have confirmed that the land transfer may proceed and this is currently with WBC legal department. Cllrs noted that an article was recently in the Farnham Herald announcing that WBC were to transfer the land to Elstead PC for £1. WBC have advised that the matter is still with their legal team at the moment. **(12/21)**.
- 7244 The Thursley Road Rec does not appear to be registered. Wellers Hedley, lawyers for Elstead PC have drafted the registration application and the clerk and Cllr Murphy have both signed Statements of Truth which have been returned to Wellers Hedleys. Wellers Hedleys have advised that the process of registering might take between two to six months. Wellers hedleys have confirmed that the application has been registered and no adverse comments have been submitted so it is a question of waiting for it to go through. There has no update of progress for the November meeting. **(11/21)**.
- 7245 FP61: The Clerk, Mrs Davidsen, Cllrs J and D Else and Cllr Harmer met on site with Mr R. Cooper (RC) SCC and discussed the safety concerns about the proposed route and the fact that this was a circuitous route to the centre of the village. An alternative suggestion of upgrading FP61 was discussed and agreed. Cllr Murphy noted that he had established that Thakeham have contributed £25k towards the upgrade cost of FP61. The route is 340m in length. Essex CC estimate that 340m of resurfacing would cost £153k. As a point of comparison the clerk ascertained that the resurfacing work outside the Spar cost £18k. Cllr Murphy noted that there are 2 x poles and 1 x fire hydrant along FP61 which would need to be moved at extra cost. Cllr Murphy to share with Cllr Harmer and the Head of Internal Audit at SCC. The clerk and Cllr Murphy followed up progress on this matter. They were advised that the WMP part will be completed imminently but the section beyond the wooden bridge cannot be done at the moment as the owner is not in agreement. This is very unfortunate as this was one of the planning conditions that was discharged. Cllr Harmer noted that the land owner is not allowed to stop this process and Cllr Harmer agreed to refer this matter to the legal officer for this area. SCC to negotiate the surface material with the landowner. Cllr Murphy has requested a copy of the bill of quantities for the cost of the footpath. Due to staff shortage there has

been no further progress which is disappointing given that WMP is almost fully occupied and that the money for the scheme has been paid. There had been no progress to report at the November meeting. **(11/21)**.

- 7246 Bus route outside Water meadow Place: RC (SCC) had sent prospective plans of where the bus stop would stop outside of Water meadow Place. Cllr Davidsen, Mrs Davidsen and the clerk visited the site as they were concerned about the proposed location of the bus stop as passengers travel from Shackleford towards the triangle. The proposed location would mean that passengers would need to wait on, or alight onto a narrow verge (as there is no pavement on that side) with a steep drop behind it. This was of particular concern for children coming home on the school bus. Alternative drop off points at either end of Water Meadow place were proposed as being safer alternatives. The clerk has responded to RC on these points and has responded again following a follow up email from RC. The clerk has contacted RC for an update prior to the May meeting and he has responded explaining that the SCC Passenger Transport team have looked into the feasibility of this but advised that as the roads in the development itself are unadopted and not built to facilitate passage of a conventional bus, it will not be feasible to locate the bus services within the site. SCC will therefore need to progress with the provision of a pair of formal bus stops on Shackleford Road, as per the original S106 agreement. RC from SCC had responded to the clerks email to advise that there had been no progress on this point and proposed a site meeting. Cllr Davidsen to advise the clerk of his availability. **(12/21)**.
- 7315 BW69 remedial repairs: After several years of promising the improvement, work finally started on this in September 2021 and is progressing well. Cllr Mathisen noted that further north of this area being improved is very wet and Cllr Murphy explained that until Sandford Brook was cleared out this would not improve. Works are now complete. **(12/21)**. **Minute to be removed next month.**
- 6800 The clerk advised that the quarterly playground report was circulated prior to the meeting. There is nothing to report of high risk. The clerk highlighted the point raised about the grass matting and it was agreed that RK would uplift, clean and resettle the tiles. **(03/21)**.
- 7316 Springfield flooding: Cllrs Murphy, Mathisen and Rees met with Ian Fowler (IF, SCC), Cllr Harmer, the clerk and a resident in June 2020 to discuss the flooding issue associated with Springfield which impacts Orchard Close and some properties along the Milford Road. The PC wrote a letter to those residents who are affected explaining that SCC would like to send a camera to explore the pipework with a view to resolving the problem. The clerk sent a list of houses who have confirmed that SCC may inspect the pipework on their land to IF who has advised that he requires confirmation that if necessary SCC can dig up the garden to enable SCC to investigate further as and when required. A meeting was held on March 16th 2021 and SCC have advised that funding has been allocated for drainage works in the Springfield area so the PC is optimistic that a solution to this problem will be found. The inspection work has identified some blockages in the pipe and residents have been written to asking for permission for SCC to dig up their garden to carry out further investigative work. WBC have advised that the contractor will carry out investigative work from 17th-21st January 2022. The clerk to notify residents. **(12/21)**.
- 7317 Biffa PC Contract: The clerk advised that Biffa are emptying the PC owned bins but they have not invoiced the PC for this work since they took over from Veolia in Autumn 2019. The clerk has chased this on a number of occasions but Biffa advised that they are too busy and not in a position to raise a new contract but will continue to empty the Parish Councils' bins. Since the installation of the new height restrictor barrier Biffa have refused to empty the bins at Burford Lodge Rec. the clerk met with the team on site but it was a very unsatisfactory meeting and Biffa were aggressive and not willing to compromise. It was agreed that the clerk would seek a quote for the Burford Lodge Rec bins to be emptied by a separate contractor and the other 4 bins would be kept under Biffa as it was likely that they would still empty them even if they were not on their rota. The clerk has engaged a new contractor to empty the bins at Burford Lodge Rec. There have been no issues with the new contractor and it appears to be working well. **(12/21)**.

- 7318 The Clerk noted that £18,600 had been moved from the deposit account into the current account as the deposit account was being used for POR donations. The clerk tried to open the account with Shawbrook but was advised that it was not possible. The clerk shared interest rate details with councillors. It was agreed that the 32 notice account with Lloyds offered the best interest rate. The clerk has opened up the account and POR monies have been transferred to that account in order that the deposit account can hold ERM of which £15,000 has been transferred as agreed. **(12/21) Minute to be removed next month.**
- 7319 Cllrs Murphy and Mathisen had attended a site meeting with representatives from Landmarc and the MOD. Landmarc advised that they cannot do any clearance work without input from Natural England (NE) and the Environment Agency (EA). NE accept that water levels are raised and have agreed to a site visit. MoD advised that they are prepared to undertake the work with the authority of NE and EA but are concerned about the effect this may cause further down the stream. Cllr Murphy has pushed both parties to meet with him and Cllr Mathisen on site however NE and EA are not allowed to do this until covid restrictions ease. Cllr Murphy noted that the water level on the common had risen by two feet due to the congestion in Sandford Brook and that this was now a priority as people are having to divert off the track onto the heath which is causing significant damage to an area which has an SSSI designation. The site meeting arranged for 30.9.2021 was cancelled and Cllrs Mathisen and Murphy are waiting for a paper to be circulated by MoD with recommendations for action. NE felt that the blockage is further down and not on Elstead Common and that it doesn't matter if water levels rise at Pudmore Pond however councillors disagreed with this statement. Cllr Murphy to write to Natural England to urge them to agree to the urgent completion of the works. Cllr Murphy reported that there had been no progress despite sending several letters on this matter. MoD are prepared to do the work however NE have yet to respond. If there is no response Cllr Murphy will write to JH on this matter. MoD have advised that they do not intend to take any action regarding Sandford Brook even though it is higher than it should be. MoD have stated that they believe it is SCC's responsibility. Cllr Murphy has written to HG (SCC) on this matter. Cllr Murphy to ask RK to quote on unblocking the culvert as it is adjacent to a bridleway and there is a duty of care and responsibility to deal with any clear and present dangers. **(12/21).**
- 7126 Cllr Jacobs noted that a number of delivery drivers were being sent down the track opposite the moat as a result of their sat nav. Cllr Jacobs contacted Cllr Harmer who was unable to find a sat nav contact at SCC but who advised he would try again. Cllr Harmer to discuss with Hannah Guttridge whether a footpath sign can be secured at the Thursley Road end of the footpath. The clerk advised that the fly tipping has been removed. The clerk contacted HG to ask if barriers could be installed and Cllr Jacobs advised that she did not believe that anyone had vehicular rights along this footpath. HG advised that SCC were short staffed but would contact the landowner at some stage in the future. Cllr Jacobs that she had encountered another vehicle on the footpath. Cllr Davidsen to report this on google maps. It was noted that vehicles were using this and that perhaps it might not be possible to install barriers. **(09/21).**
- 7057 Cllr Gardner advised that the majority of Hookley Lane had now been cleaned. The clerk contacted WBC to ask for a road cleaning schedule however WBC have explained that this cannot be shared. The clerk has contacted the Head of Environment to ask why this is the case and has followed this up with Richard Homewood on several occasions. **(07/21).**
- 7320 Elstead-Milford Cycle Route: Work has been completed on this project. HG (SCC) advised that she was still in favour of finding a name for the route. The clerk to contact the Witley Clerk **(12/21)**
- 7321 LD noted that the potholes on the road leading to the DZ parking were worse than ever. Cllr Mathisen to feed back to the MoD. Cllr Mathisen advised that he had tried to contact MoD on a number of occasions to no avail and would try again after the June meeting. Cllr Mathisen advised that this had been discussed at the HUG meeting held in August but that no solution had been proposed. The potholes have been repaired by SCC who perceived them to be very dangerous. In future MoD must make the repairs. **(12/21) Minute to be removed next month.**

- 7254 Cllr Webster proposed undertaking a survey of Elstead residents to determine a) if there are any covid related issues b) to understand the impact of covid from a social and employment perspective c) to understand what is important to Elstead residents and d) use the findings to provide areas for future follow ups. Cllr Webster advised that the survey would be undertaken face to face once all vulnerable groups had been vaccinated. Cllr Webster circulated a sample survey prior to the April meeting and feedback was given. It was agreed that the village would be divided into sections from which individuals could be chosen. Survey questions were circulated prior to the November meeting which cllrs approved. It was agreed that the survey would be run in January. Cllr Webster to put an article in The Elstead Village News for December and January issues. A Survey Monkey to be run in February and this will provide more information than the face to face survey. **(11/21).**
- 7322 Two residents asked whether a small section of the Backland Field could be given over to a mountain bike dirt track similar to S4P at Rodborough Common. At the moment there was nothing for teenagers to do in the village aside from organised sports (football/cricket/tennis). The residents noted that mountain bikes appeal to all ages and ability and was a sustainable form of exercise. At Rodborough Common all ages of people visit the track – people tend to do the runs several times and don't just "hang around." The bike track would need a relatively small section of land allowing for the majority of the field to still be rented out from which the Parish Council could still earn an annual income. Councillors were largely supportive of the idea in principal and asked that the residents do further research. It was noted that there would need to be a public consultation for those residents living locally. An access route could be created through the bottom of Burford Lodge Rec. **(04/21). Minute to be removed next month as covered under agenda item 12.**
- 7256 Woolfords Lane Cemetery door frames are rotten and need replacing / repairing. The clerk asked councillors what colour they would like the doors to be and it was agreed that they would be white. Doors to be painted in the Spring now. **(11/21).**
- 6887 EER Update: The EER committee is continuing to meet monthly however it is very quiet in terms of client need and volunteers. The name of the sub group has been changed to Elstead Community Response (to fall under the overall umbrella of EER). The ECR contains to remain active although in the past month there has been only one request for help. **(04/21)**
- 7257 EER plan: Cllrs Rees and Snape met with WBC regarding the EER plan on 19th February 2021. Cllr Snape noted that the meeting had been very helpful as it provided a good framework and will allow the EER to signpost rather than duplicate efforts. The EER will focus on helping in four key areas: pandemic, utility outage, fire and flood. It was agreed the current plan will note that it is "under review". Cllr Snape has put forward an EER plan to simplify what is already there. Cllr Rees to prepare a short note updating the status of the plan. **(11/21).**
- 6271 Environmental PIC: The clerk advised that there was c £700 left in environmental PIC monies. Councillors agreed to the proposal that the clerk should apply for this money to be used for information boards at The Moat car park. **(06/20).**
- 7323 A member of the public raised the issue that more recreational facilities were required for women and asked if the PC consider this. Cllr Murphy advised that a netball court typically cost £50k and that recreational facilities were generally more successful when there was a specific club involved who would manage the on-going maintenance of the facilities. The costs of such a scheme were discussed with suggestions that it could be funded via CIL however it was further noted that any schemes needed to demonstrate an element of match funding. Cllrs discussed this at the July meeting and concluded that they were very receptive to providing more sporting facilities but that they required a proposal from a club or group. Cllr Snape noted that there was further space at The Quillets for something to be included there. Due to space the PC had not as of yet been able to include sporting facilities in an EVN article. **(12/21).**
- 7324 Borehole project: The borehole has been drilled to a depth of 50m with water being found at 5m. Flow has been tested and runs at a rate of 100 litres per minute. An application to the SCC Big Fund was submitted in March and the application is now on "step 2" which requires comments of support

- on the application. There has been no further update from SCC regarding the Big Fund Application. **(12/21)**.
- 6950 Backland Field: The sharks and Elstead FC noted that there were also interested in adding two pitches onto the Backland Field and were working on a business case and looking at different options. Cllr Murphy noted that Burford Lodge rec would accommodate a further football pitch so questioned whether this space was required. Cllr Snape noted concern for residents and Cllr Davidsen highlighted that the surrounding woodland was full of wildlife which needed preserving and other comments included the need to preserve the green gap in line with the emerging NHP. Councillors were minded that the storage facilities on Burford Lodge rec should be resolved as a priority and asked that both groups come forward with a business plan and proposal. **(05/21)**.
- 7325 Clock on the green: a replacement clock has arrived however it needs to be mains run. The clerk to meet with DJK to obtain a quotation for the works. **(12/21)**.
- 7326 Preserve Our Reserve: A working party meeting was held on 16th June. NE are minded to agree with the PC's suggestion that the link from BW504 to the reserve should be retained. Funding of £98k (WBC CIL), £55k (donations) and £150k NE are confirmed. NE have made progress and a planning application has been submitted to enable to restoration work to commence. Not all of the boardwalk will be replaced like for like – some areas be constructed as raised banks. Work is expected to now start in January 2022. The planning application is still progressing through the system. The estimated cost of the project has increased to £500,000. **(12/21)**.
- 7327 WBC Grass cutting: complaints have been received by members of the public about the No Mow May grass cutting policy which has left many residential areas looking unkempt as well as causing a threat of tics and injury through hidden sight lines. The clerk wrote to Cllr Townsend, copying Cllrs Elses about this policy enclosing photos and asking if the Portfolio Holder would like to visit the village and see for herself the mess of many of the village's residential areas. Cllr Townsend has twice cancelled meetings in Elstead – the clerk has contacted Cllr Townsend however she declined to respond to the clerk's email. Cllr Mathisen noted that the newly created bund at Westbrook Hill looked in a dreadful condition. The clerk will seek a meeting with Cllr Townsend prior to spring to agree what areas get cut. **(12/21)**.
- 7261 Official signage needs to be created to legally advertise the CCTV camera at Burford Lodge Rec. Councillors approved the cost of £264. The clerk to progress. **(011/21)**.
- 7328 A notification has been received from SE Water advising of water mains work that will last 22 weeks. Cllrs Murphy, Snape, Mathisen, Harmer and the clerk attended a meeting with SE Water via zoom on 20th July where details of the works were shared. The clerk has included an update and advert from SE Water in the EVN. A meeting with SE Water, the PC and St James School was held on 28th September 2021 and demonstrated to SE Water the affect of drop off / pick up plus residential parking in Thursley Road. SE Water noted that there would be three way traffic lights at Red House Lane and offered to provide leaflets for the school for residents as well as educational visits for pupils. The compound will remain at the Lex Farm end of the village until all the works are complete. The clerk shared photo of the SPAR delivery lorry at the green so that SE Water could take this into account with their planning. An update from SE Water was sent prior to the December meeting. Work beyond the village green was planned to start in January 2022. To date 800 metres of pipe have been laid. **(12/21)**.
- 7107 Cllr Snape noted that some car parking was unacceptable around the village green. The clerk advised that Witley and Tilford have bye laws. The clerk to investigate. **(07/21)**.
- 7329 An RTC at Gala Lane resulted in damage to the EVTC/PC sign. Significant debris was left over the road which the clerk arranged for RK to clear up. The clerk tried to recover the cost of the sign through the responsible vehicle's insurance however was told that the PC would not be eligible. Cllr Murphy noted that this was inaccurate and the clerk to follow up again. **(12/21)**.

- 7090 Boundary markers: councillors agreed that the clerk could install boundary markers on land at the Backland and cemetery to clarify ownership. **(07/21)**.
- 7330 Milk and Moore have reported significant ASB. The clerk spoke to the police who asked Milk and Moore to report the issues directly via 101. There have been no further reports of ASB **(12/21)**. **Minute to be removed next month.**
- 7331 Concrete bases: RK has provide a quote of £500 to remove/bury the remaining concrete bases at Burford Lodge Rec. This will enable to the pitches to be reconfigured and will means that a further pitch can be added at the rec. The clerk forwarded the costs and Elstead FC have agreed that they will pay. The clerk to instruct RK that he can carry out the work. **(12/21)**.
- 7263 Cycle Racks: the clerk had asked whether cllrs would agree to bicycle racks at Burford Lodge as a means of encouraging more people to cycle to the rec rather than driving. The PC has agreed to an 8 bike rack and the TRRT has agreed to a 4 bike rack. The clerk to circulate a preferred style, and then order. It was noted that the bike rack must incorporate mountain bike style tyres. The clerk to order. **(11/21)**.
- 7332 A member of the public asked why the telephone box had still not been repainted as this had been long standing action. The clerk explained that BT had agreed to provide the paint foc and that the PC had agreed to fund the painting however every time the clerk had contacted BT thy were about to start a new consultation over the continuation of the telephone and therefore would not commit to sending paint until the future of the phone box had been determined. Councillors agreed with the resident that the appearance of the phone box was unsightly. The clerk was informed by BT that there was to be a further consultation and as such no paint work could be carried out on the phone box until the consultation was determined. BT explained that they were minded to remove the phone box at Broomfield. Councillors stated that there should be one public phone box in the village. **(12/21)**.
- 7333 Costs for the repairs to the spire net and spika podium were approved and the spika podium was confirmed as being free of charge. Kompan have advised that the repairs will happen on 23rd November 2021 however this was delayed due to parts going missing. Kompan did arrive to do the works at the beginning of December but an incorrect piece was delivered. The clerk to follow up when the works will be completed.. **(12/21)**.
- 7334 The clerk reminded councillors of the tree canopy initiative whereby every parish was being given 11 trees to celebrate the Queen's Platinum anniversary. The clerk advised of another initiative where each parish had 100 or so trees. The clerk advised SCC that Elstead would have three trees. There are a number of species but parishes cannot ask for specific species. Trees will be delivered by February. **(12/21)**.
- 7335 Residents organising this met on 12.10.2021. Openreach has proposed a scheme which would cover 70% of the village and the group need to get half of 70% to sign up in order for it to be viable. Flyers urging residents to sign up have been posted through all doors. The working party have spoken to other service providers to see if it is possible to get a more rapid deal. WBC have advised that they cannot liaise with their tenants over the scheme. The working party to follow this matter up with WBC as it effects c 8% of properties. **(12/21)**.
- 7305 Cllr Rees reported that a wooden post had been knocked down by Orchard Close. The clerk to report. **(11/21)**.
- 7336 Cllr Davidsen noted that the 'closed' signs had been left up beyond the MoD training exercise leading to complaints from residents. Cllr Mathisen contacted MoD on this point. **(12/21)**. **Minute to be removed next month.**

7285 Thursley PC have submitted a statement of support for the planning application for the re-instatement of the boardwalk. It was agreed that Elstead would submit a comment and also understand why it was not included within the consultation process. **(11/21)**.

7294 A claim had been received for damage to a vehicle on PC land that the clerk strongly refuted. The insurance company are liaising with the claimant's insurance company on the PC's behalf. **(11/21)**.

7299 The clerk noted that the drain near Staceys farm Road as blocked and this had perhaps added to the road flooding across the Thursley Road a few weeks earlier. The clerk to report. **(11/21)**.

7300 It was noted that water was still leaking down Seale Road. The clerk to report to SCC. **(11/21)**.

7.0 REPORT FOLLOWING MEETING WITH DEVELOPER HELD 23rd NOVEMBER 2021

7337 The clerk had circulated a summary of the meeting with a possible developer for Sunray Farm. The scheme is for a 43 dwellings plus a business hub and would be ready to submit in 2022. **(12/21)**.
Minute to be removed next month.

8.0 REPORT FOLLOWING WESTERN VILLAGES MEETING HELD 2nd DECEMBER 2021

7338 It was advised that the lengthsman scheme would continue. Cllr Murphy had rased the issue of verges not being cut which then reduced the carriageway and in some instances a mother with a pushchair had cut the verge in order that she could pass along the pavement. There was no solution for this as SCC lack finances to undertake this work. There was no further update on wen the Thursley Road would be resurfaced. Cllr Harmer to forward the clerk a copy of the letter that was written to SE Water head office. **(12/21)**.

9.0 WBC UPDATE

7339 There was no December update from WBC. **(12/21)**. **Minute to be removed next month.**

7269 WBC had a presentation from SWT on their biodiversity policy. Cllr Murphy forwarded comments but in response SWT advised that the policy had been written. Cllr Murphy took this up with DO who explained that the policy had not been completed. It was noted that there are a huge number of landowners Mod and NE for example who have not been included in the policy. JE noted that she would try and raise this matter at an O&S meeting. **(11/21)**.

10.0 SCC UPDATE

6004 Cllr Mathisen raised the issue of Fulbrook Lane – the side of the road near to Thundry Farm needs improvement. **(02/20)**

7340 The PC was reminded to submit councillor allocations by January. Cllr Harmer advised that there was only a small amount of money left and it was agreed that the PC would make an application at the start of the new financial year to cover the Jubilee rec fencing project. **(12/21)**. **Minute to be removed next month.**

7341 SCC are seeking ideas of routes that can be made into cycle ways to connect towns and villages within Waverley to minimise the need for cyclist to use the roads which are narrow and dangerous. SCC would like to connect Haslemere with Farnham and Milford to Farnham. Cllr Jacobs to ask a contact and will report back. Another idea was Westbrook to Stockbridge via BW73a. The clerk to ask NL (SCC) if he would wish to meet with cllrs. It was questioned whether NL could speak to MoD and ask them to clear their ditches as it is the localised flooding and mud accumulation which is detrimental to cycling over the common. **(12/21)**.

11.0 NEIGHBOURHOOD PLAN UPDATE

- 7273 Regulation 15: NHP Regulation 15 has finally been submitted and the regulation 16 process has begun. The consultation will run until 10th December 2021. **(11/21).**
- 7274 Village Design Statement (VDS): Cllr Jacobs chaired a meeting on 30.11.2020 at which it was agreed that the VDS just needed basic refreshing and updating and would benefit from photographs. Two meetings were held in January and one in February at which the whole revised copy was reviewed. Photographs are in the process of being taken and the revised copy to be proof read. Work on the VDS will be picked up again and a meeting is scheduled for 22.11.2021. **(11/21).**
- 7342 Co-working space: a meeting was held to discuss what councillors thought should be included in a co-working space. Cllr Murphy drafted a document based on these attributes and circulated it before this meeting. Councillors supported the document and it was discussed at the meeting with developers on 23rd November 2021. The developers questioned the size and whether the PC would consider having dwellings above / below the hub. **(12/21).**
- 7343 Possible developers for one of the sites in Elstead have requested to meet with the Parish Council. It was agreed from past experience that it would be better to meet with them at the initial stages of the plan. Cllrs Murphy, Mathisen and the clerk to meet with the developer on 23rd November 2021. **(11/21). Minute to be removed next month as covered under agenda item 7.**

12.0 OUR ELSTEAD UPDATE (OE)

- 6012 Village Wide Fete: Discussions have been held and the current theme idea is a 'carrot festival' which would tap into Elstead's past as an important carrot producer. **(02/20).**
- 7343 Village sign: Planning permission for the village sign to be sought and the clerk advised that if the village green had not been transferred to the PC, the PC would need to seek approval from WBC to install the sign. The clerk advised that the contract had been signed and the deposit sent to the blacksmith. A full size dummy of the sign due on 24th May. It was agreed that a plaque would be made accrediting the sign to the Billmeir Trust. Cllr Mathisen has followed up with the contractor for an estimated conclusion date for the sign. It was agreed that a plaque should be placed on the village sign thanking the Billmeir Trust. The clerk wrote to Billmeir Trustees but had not heard back. The clerk has finally received confirmation from WBC that planning permission is not required for the sign. The clerk has arranged a meeting with AS (SCC) and JM to agree the right location for the sign. **(12/21).**
- 7147 Electrical supply to the green: Cllr Mathisen has liaised with SEN and advised that there is an electricity supply to the green. The clerk applied for Members Allocation Grant and was successful in receiving £1,200 towards the project – thanks were given to Cllr Harmer. The clerk is seeking approval from WBC to site the termination point. Cllr Rees noted that this must be secured to prevent unlawful electricity usage. Cllr Mathisen met with DJK who have proposed a solution – an underground power box in the middle of the green. Cllr Mathisen advised that the cost was £4.3k. It was agreed that this would be considered during the budget meeting for 2022/23. **(09/21).**
- 7344 Christmas Tree: The Christmas tree switch on event was well attended and thanks were given to the scouts and WI for supporting the event as well as the OE team. Blakemore kindly donated £200 to cover the refreshment costs. A collection was arranged for HiE and £320 was raised. **(12/21). Minute to be removed next month.**

13.0 ELSTEAD VILLAGE ROAD SAFETY

- 7279 Road safety outside St James Primary School: The clerk had circulated some draft notes from Cllr Snape (which were also supported by Cllr Else who is a governor at the school as well as a Ward Councillor) prior to the meeting. Councillors supported the draft and Cllr Harmer to write to Adrian Selby (SCC Highways) asking for his advice. Following the preliminary EVRS meeting the clerk spoke to Mrs Elliott who said she would be pleased for the school to be involved in any schemes. The clerk to contact WBC/SCC to get clarity on how the school can be involved with speed watch etc. **(11/21).**

- 7150 Thursley Road improvements: The section from The Bel and Dragon to the Sandford Villas has been completed. It was noted that the section from Sandford Villas to the centre of the village green requires the most work. Cllr Murphy noted that the PC had already received notification that this section was to be resurfaced and then nothing has happened. The clerk found a copy of the notice which she shared with Cllr Harmer. Cllr Harmer discussed this with SCC colleagues and investigative work to be undertaken when machinery is available – Cllr Harmer explained that there was no date advised as of yet. **(09/21)**.
- 7281 Speeding: The clerk advised that she had received a number of complaints regarding speeding through the village and the inefficacy of the VAS. Cllr Davidsen agreed that there was an on-going problem of motorists ignoring the VAS. The Clerk discussed this with Sam Adcock, the new Borough Inspector. Sam Adcock noted that it would be better if residents could form a community speed watch volunteer group however the clerk had explained that she felt it was unfair to put this onus on residents and no one would be able to do this under covid restrictions. The clerk to follow up meeting attendance and speed enforcement with PC Farmer. PH (SCC) has contacted SCC to forward speedwatch information to the clerk following a meeting on 15.6.2021. It was thought that ANPR style signs would be more likely to deter speeding. Speedwatch to be deferred until spring as a result of the SE Water works. The clerk to contact WBC/SCC to get clarity on how the school can be involved with speed watch etc. **(11/21)**.
- 7345 VAS: The VAS on the directional finger post on church green has been changed by PH (SCC) and now triggers at the correct speed. 2 x speed monitoring to be undertaken at Fir Mead and Church Green VAS locations – PH to arrange. The cost of £1000 to install a metal pole and sign via Katy Poulam was considered too costly and so it was agreed that the PC would just install the metal post adjacent to the Jubilee rec and forgo the site in front of Fir Mead. RK has advised that there is a problem with the battery. The clerk to ask Manbat for a replacement battery. **(12/21)**
- 7283 BT land: Cllr Murphy contacted BT to see if it would be possible to lease the land but the contact said that it would not be suitable for the public to use the land. BT stated that it has no plans to do anything with this space until 2027. Cllr Murphy has contacted BT again following a meeting with St James' Primary School who have stated that they would like to use this land for staff parking which the PC recognises will go some way to help improve the parking situation in front of the school. The contact at BT to forward this to the relevant departments for consideration. BT have now advised that they are sympathetic to the request but have ceased issuing licenses on their land as a result of covid. Cllr Murphy confirmed that Jeremy Hunt has written directly to the CEO of BT in support of this opportunity. Cllr Else has been progressing this matter with Mr Hunt. All logistical issues have been solved and BT's security team are due to visit the school w/c 22nd November to assess this for themselves. Should this be allowed 6-8 cars would be taken off the road. **(11/21)**
- 7346 Cllr Webster had circulated pictures of alternative deterrents. Cllr Webster to discuss at the meeting with AS in December. **(12/21)**.

14.0 BACKLAND FIELD BIKE TRACK PROPOSAL

- 7347 In April 2021 two residents asked whether a small section of the Backland Field could be made over to a mountain bike dirt track similar to S4P at Rodborough Common. At the moment they felt that there was nothing for teenagers to do in the village aside from organised sports (football/cricket/tennis). A further two residents presented an idea for a bicycle track at the rear of the Backland Field at the December 2021 meeting. The proposal would see different jumps so that all abilities could be accommodated. The residents advised that the surface would be mud/sand/woodchip or in line with S4P and had possible contractors who would be able to do the work. Councillors were largely supportive of the idea in principal and asked that the residents do further research. Firstly an organisations would need to be set up to manage the facility – this would ensure that ongoing maintenance would happen as well as be able to cover insurance. It was noted that an organisation would also be able to apply for funding. Cllrs were also keen to understand how access could be managed. The residents were advised to come back with a further proposal. It was

noted that there would need to be a public consultation for those residents living locally. An access route could be created through the bottom of Burford Lodge Rec. The residents were thanked for an excellent presentation. **(12/21)**.

15.0 QUEENS JUBILEE 2022

7289 The Queen's Jubilee: The clerk advised that in June 2022 it would be the Queen's Jubilee and councillors agreed to facilitate a 4 day event over this period. A marque has been booked and the first meeting of a working party was held on 18.9.21 at which a number of people from across the village discussed ideas. A summary of the meeting notes were circulated to councillors. A follow up meeting was being held on 1.11.2021. It was agreed that people should be recruited and paid to clear up the site daily. 4 days worth of events have been mapped out to include day time and evening events as well as a church service on the Sunday. A website is under construction. Regular communications will appear in the EVN and via facebook. The floor for the marque will cost a further £1260 plus vat. It was anticipated that the cost would be covered by ticket sales. Councillors approved the hire of the flooring and the clerk has advised the marquee company. A further meeting was held in December at which point refreshments were discussed as well as which charities would be supported. Each day is being managed by a sub group and all sub groups are to meet before the January Jubilee meeting which will be held after the PC meeting. **(12/21)**.

16.0 FOOTBALL FOUNDATION GRANT FOR RECREATIONAL GROUNDS IMPROVEMENT

7348 The Sharks have applied for a grant from the football association. The FA has awarded the sharks £30k for Thursley Road and £15k for Burford Lodge to run over six years. The sharks would need to raise half of the amount of each grant. Councillors agreed to contribute £2k which is what the PC currently gives the sharks towards improvement work. The PC noted its thanks to the sharks for the work in securing the award. **(12/21)**. **Minute to be removed next month.**

17.0 APPROVAL OF COST OF FENCING TO PROTECT VISITORS TO JUBILEE REC

7349 Installation of a 3m high x 35m long fence to protect Jubilee rec against stray balls: The clerk had tried to secure three quotes prior to the meeting. One contractor was unobtainable. Two quotes are outstanding and despite contacting the companies on several occasions they never provided a quote. The clerk approached 2 further companies who were both known to the PC, one quoted £6k and the other quoted £5.8k. Cllr Murphy had obtained another quote for significantly less but this was a contractor who had not been used by the PC. It was agreed that the contractor who had quoted the middle price should be asked if there was any flexibility in his pricing. This contractor had provided an alternative solution which was cheaper and involved removing the nets at the end of each cricket season. Cllrs determined that a permanent solution was more practicable. **(12/21)**.

18.0 DONATION REQUEST FROM HIE

7350 Help in Elstead were very grateful for the monies raised at the Christmas Tree light switch on event however advised that due to increased costs and an increase in people in the village needing support they would be grateful for further funding. It was agreed that £40 remaining in the Smiths Charity pot be donated to HiE along with £500 from the PC's own funds. The clerk to seek permission from the Smith's Charity Trustees. **(12/21)**. **Minute to be removed next month.**

19.0 REPORTS AND CORRESPONDENCE

7351 A resident on Thursley Road had reported an issue with parking following a game of football. The clerk has contacted the sharks on this matter. Cllrs noted that a parent marshal should be used for each match. **(12/21)**.

7352 The clerk reported that she and Cllr Murphy had met with a film company who were interested in hiring the Thursley Road rec in February 2022. After learning more about the project it was felt that having 300 vehicles parked on the rec would not be acceptable to residents especially as vehicles

would be arriving at 6am. Cllr Murphy provide an alternative suggestion to the film company representative. **(12/21). Minute to be removed next month.**

7353 A resident had contacted Cllr Murphy regarding the collection of leaves alongside Church View Close. The clerk to report. **(12/21). Minute to be removed next month.**

7354 The Smiths Charity had forwarded a letter asking for feedback. The clerk noted that she had received many heartfelt and grateful thanks for the Michaelmas gifts and cllrs agreed that the clerk should request an increase in monetary awards now that the extra £2000 would cease. **(12/21).**

20.0 FINANCE (all financial papers including audit documents/reports were circulated prior to the meeting)

7355 The clerk advised that the accounts had been reconciled correctly and Cllr Jacobs had confirmed this and formally signed the November reconciliation. **(12/21) Minute to be removed next month.**

7356 Bank balance as per statements: Current account £104,033.74 and includes £15k easement and £3k for the village sign - £2k has been used as the deposit. Deposit account £0 (30th November 2021). POR monies transferred to 32 day notice account and EMR transferred in December. 32 day notice account: £55,283.16. **(12/21) Minute to be removed next month.**

7357 Accounts for payment for December 2021 were circulated in advance of the meeting. 11 cheques have been raised totalling £4,660.43. In addition 32 x cheques were raised on behalf of the Smiths Charity totally £4,960. NB £40 to be used from the Smiths Charity fund to go towards the Help in Elstead payment. **(12/21) Minute to be removed next month.**

Cheque no	Payee	Purpose	Amount
4358-4390	Various	Smiths Charity Payments	£4,960.00
	NB 4368 cheque void		
4391	Grasstex Ltd	Final grass cut	£1,385.04
4392	John Mathisen	OE expenses tree ceremony	£222.14
4393	Hilary Hamlyn	OE expenses tree ceremony	£21.64
4394	Hilary Hamlyn	OE expenses tree ceremony	£15.77
4395	Hilary Hamlyn	OE expenses tree ceremony	£51.18
4396	Juliet Williams	December expenses	£42.15
4397	Quality land Services Ltd	rubbish bin emptying	£60.00
4398	Juliet Williams	salary 1 of 2	£999.00
4399	Juliet Williams	salary 2 of 2	£516.30
4400	HMRC	HMRC	£1,329.71
4401	Elstead Village Halls	December hall hire	£17.50
			£9,620.43

21.0 MATTERS RAISED BY MEMBERS

7358 Cllr Jacobs raised the issue of parking along the Thursley Road outside of St James School. She noted that a horsebox scrapped a car that was parked which then blocked the road. It would have been impossible for an emergency vehicle to have passed. The clerk also noted that cars coming for the pavilion no longer wait behind the parked vehicle and allow oncoming traffic to pass instead there is

an expectation that on coming vehicles will swerve to the lay-by which was equally dangerous. **(12/21)**.

7359 Cllr Snape asked if there was any further update on the Springfield development. The clerk advised that there had been no further information. **(12/21)**.

Meeting closed at 9.40pm