



ELSTEAD PARISH COUNCIL
Minutes of the Monthly Parish Meeting

Monday 15th November 2021 at 7.30pm
Held at Elstead Youth Centre

Attendees: Cllr P. Murphy (Chair) Cllr R. Rees Cllr L. Davidsen
Cllr J. Mathisen Cllr S. Reynolds Cllr J. Jacobs
Cllr J. Webster

Mrs J. Williams (Clerk)

PUBLIC QUESTION TIME

7236 There were no questions raised by members of the public. **(11/21) Minute to be removed next month.**

1.0 APOLOGIES FOR ABSENCE

7237 Apologies for absence were received from Cllrs Snape and Gardner which members accepted. **(11/21). Minute to be removed next month.**

2.0 DECLARATIONS OF INTEREST

7238 Cllr Murphy and Cllr Rees declared an interest in the borehole and agenda item 18 'The fencing of the Jubilee Playarea'. 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. **(11/21). Minute to be removed next month.**

3.0 APPROVAL OF MINUTES OF PC MEETING HELD 18th OCTOBER 2021

7239 The minutes of the Parish Council meeting held on 18th October 2021 were agreed and were signed by the Chairman. **(10/21). Minute to be removed next month.**

4.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 18th OCTOBER 2021

7240 The minutes of the Parish Council meeting held on 18th October 2021 were agreed and were signed by the Chairman. **(10/21). Minute to be removed next month.**

5.0 APPROVAL OF MINUTES OF FINANCE MEETING HELD 11th NOVEMBER 2021

7241 The minutes of the Parish Council meeting held on 11th November 2021 were agreed and were signed by the Chairman. **(10/21). Minute to be removed next month.**

6.0 MATTERS ARISING

7242 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. The clerk to write to SCC Countryside to advise that the PC would like to attend the site meeting. **(11/21)**.

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)**.

7243 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. The clerk has written to WBC asking for an update on progress. **(11/21)**.

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 been no notice 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 clerk's email to advise that there had been no progress on this point and proposed a site meeting. LD to advise the clerk of his availability. **(11/21)**.
- 7247 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. Cllr Mathisen noted that there is a wet section at the southern end and therefore this might need further improvement at some stage. **(11/21)**.
- 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)**.
- 7248 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 are still waiting for one house holder to agree to the investigative work. Cllr Rees to follow up. **(11/21)**.
- 7249 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. On the contractors first visit they remarked that the bin had been emptied and therefore would look to empty it weekly rather than twice a week. The clerk to follow up with the contractor. **(11/21)**.
- 7250 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 to open the account and move all the POR monies into the new account. The deposit account would then be used for EMR and it was agreed that the £15k be moved from the current to deposit account. **(11/21)**
- 7251 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. **(11/21)**.
- 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)**.
- 7252 Elstead-Milford Cycle Route: Work has been completed on this project and the clerk to send a note of thanks to HG on behalf of the PC for the excellent work. **(11/21)**
- 7253 Cllr Mathisen noted that a resident adjacent to the access track to the MoD parking area had complained about nuisance caused by traffic from film company vehicles and had queried whether they had a right to use the track. MoD were considering this issue. **(11/21) Minute to be removed next month.**

- 7129 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. **(09/21)**
- 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)**.
- 7255 A resident asked for help regarding a blocked lateral drain along the Seale Road. The drain has been blocked for some time. SCC Highways advised the clerk that the pipe had been jetted and the land owner had been advised of their riparian responsibilities. **(11/21). Minute to be removed next month.**
- 6857 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)**.
- 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)**.
- 7189 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. **(10/21)**.
- 7258 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. **(11/21)**.
- 7259 Cllr Jacobs noted that in a recent NHP feedback session it was noted that there were possible issues for people living with the NHP area trying to work who have no transport of their own. The clerk to obtain a statement to this affect as this would support the NHP’s promotion of certain development sites. **(11/21)**. **Minute to be removed next month.**
- 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)**.
- 7260 Clock on the green: a replacement clock has been ordered and is expected to arrive by December 2021. **(11/21)**.
- 7134 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. It is hoped that work can start later in the Autumn. Not all of the boardwalk will be replaced like for like – some areas be constructed as raised banks. Cllr Else to see if he can push WBC to approve this speedily. **(09/21)**.
- 7192 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 unkept 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. **(10/21)**.
- 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)**.
- 7194 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. **(10/21)**.

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)**.

7262 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. **(11/21)**.

7090 Boundary markers: councillors agreed that the clerk could install boundary markers on land at the Backland and cemetery to clarify ownership. **(07/21)**.

7095 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. **(07/21)**.

7196 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. **(10/21)**.

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)**.

7170 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 to contact BT. **(10/21)**.

7.0 REPORT FOLLOWING CLERKS BRIEFING WTH TOM HORWOOD HELD 4TH NOVEMBER 2021

7264 GC provided an update on the budget. WBC will have the Executive meeting on 22.2.2022 where the budget and rent charges for FY22/23 will be approved. There is still a reduced income from car parks and leisure centres. The rise in National Insurance will have a significant impact ion WBC finances and it is likely that their contractors will try to offset some of this.

WBC has adopted the LGA model code of conduct. There was much discussion with many feeling that this was less clear than the NALC model code of conduct. Most parishes agreed that they would not do anything further on this until guidance had come out from SALC – NALC are in conversation with LGA over the model code as they have concerns with it.

Boundary review – 3 working parties have met and they recognise issues with some of the Eastern villages and how Farnham has been divided. The working parties will try to address these but noted there was little that could be done for the Western Villages.

TH will start working as joint CEO of Guilford and Waverley BC's on 1st December 2021. Clerks expressed concern that there would be an impact on the services as a result of this collaboration. TH noted that the collaboration started with sharing senior management however there would be analysis to see if any further areas / services could be shared.

Farnborough aircraft/ review of airspace. Concern was expressed whether the current consultation is as broad as it could be.

Planning: pre application service to resume in its current format within two weeks and a new service to be launched in January 2022. The portal has been running slowly due to bot attacks. New software has been installed which should speed up the process.

A presentation was given by Rural Community Energy Fund (RCEF) who advised that they run a scheme whereby rural groups can apply for funding for renewable energy schemes. 2 funding schemes are available: £40k for feasibility and £100k for development. Deadline for application is 11th February 2022. **(11/21) Minute to be removed next month.**

7265 The boundary review consultation document was shared with cllrs prior to the meeting. Elstead will lose one Borough Councillor. In addition Elstead will be joined with Peper Harow but no longer with Brook and Thursley. Thursley will be joined with Churt, Frensham and Tilford under the working title 'Churt Frensham'. It was felt that Elstead would have reduced representation and that the proposals were too heavily weighted in favour of the urban areas of the borough. Councillors agreed to strongly object. An article was placed in the village news advising people that this is a public consultation. The PC has submitted its views to both the boundary commission and WBC. **(11/21). Minute to be removed next month.**

7266 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. **(11/21).**

7267 The clerk reported that the sharks had advised that when the floodlight base had been buried under the ground adjacent to the tennis courts the cable had been cut causing the electricity to the container to short circuit. The electricity has since been reinstated however this has led to a number of questions being raised about responsibility for the works on the recreational grounds. The clerk to finalise the user agreement for the sharks as a priority. **(10/21). Minute to be removed next month.**

7268 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. Councillors noted that we could take a few and asked for information on the species. **(11/21).**

8.0 WBC UPDATE

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).**

9.0 SCC UPDATE

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

7270 The PC was reminded to submit councillor allocations by January. The PC is waiting on a quotation in order to finalise its allocation request. **(11/21).**

7271 SCC Highways has been reorganised and SL-C will no longer be our contact. There has been a huge reorganisation and it is based on a centralised approach rather than a local approach. SCC RoW department has seen reduction in staffing following the retirement of one member of staff and this

staff shortage is impacting on their ability to deliver projects. **(11/21). Minute to be removed next month.**

7272 Council tax – SCC do not expect there to be a significant rise however SCC is waiting on central government to determine grants and funds and this will not be known until 22.12.21. **(11/21) minute to be removed next month.**

10.0 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).**

7275 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 this will be discussed at the meeting with developers on 23rd November 2021. **(11/21).**

7276 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).**

11.0 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).**

7277 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 to arrange a meeting with AS (SCC) and JM to agree the right location for the sign. **(11/21).**

7147 Electrical supply to the green: Cllr Mathisen has liaised with SSEN 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).**

7278 Christmas Tree: It was agreed that there would be 3 x smaller Christmas trees this year on the green. The clerk to finalise the risk assessment. The clerk noted that there needed to be clarity on where donations would be given before the lighting event and that this should be clearly advertised. OE proposed that monies should go to Crisis however councillors agreed that monies should go to a local charity and nominated Help in Elstead. There had been no news on whether Blakemore would accept

£200 donation request and it was agreed that if they did not grant it the PC could cover the refreshment costs. **(11/21)**.

12.0 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)**.
- 7280 Zebra crossing repainting: The zebra crossing has finally been repainted. **(11/2021)**. **Minute to be removed next month.**
- 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)**.
- 7282 VAS: The VAS on the directional finger post on church green is very sensitive and triggers too early – the clerk to notify PH. 2 x speed monitoring to be undertaken at Fir Mead and Church Green VAS locations – PH to arrange. 2 posts to be installed at Fir Mead and by TR Rec. AS advised it must be Katy Poulsam who have quoted £1k for a corner warning sign, post and installation. The clerk to ask Cllr Harmer to ascertain why it must be installed by KP as RK has attended a Highways accreditation course. Councillors agreed that a pole could be installed on PC land to enable the VAS to be relocated to the Thursley Road Rec. The VAS is not working – the clerk met with PH (SCC). The VAS machine has been replaced and was working but there now appears to be a problem with the batteries. The clerk to ask Manbat for a replacement battery. **(11/21)**
- 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)**

7284 Cllr Webster had circulated pictures of alternative deterrents. Cllr Webster to meet with AS. The clerk to arrange. **(11/21)**.

13.0 TNNR – BOARDWALK REINSTATEMENT – PLANNING APPLICATION

7285 Thursley PC have submitted a statement of support for the planning application for the reinstatement 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)**.

14.0 SUPER FAST BROADBAND

7286 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. **(11/21)**.

16.0 SCC CYCLING/WALKING INFRASTRUCTURE

7287 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. **(11/21)**.

16.0 APPROVAL OF FOOTBALL USER AGREEMENT

7288 Item deferred until December 2021. **(11/21)**.

17.0 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 marquee 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 marquee 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. **(11/21)**.

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

7290 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. The clerk to follow up. It was agreed that the clerk should apply for Cllr Harmer's Councillor Allocation Allowance for this project. The ETRRT had already offered to contribute £1,000 to the project. Despite chasing both companies on numerous occasions no quotations have been received. Cllr Jacobs recommended KL Gardening – the clerk to contact him as well as source another company. **(11/21)**.

19.0 MEETING DATES FOR 2022

7291 Meeting dates for 2022 were circulated in advance. It was agreed that the meeting scheduled for 18th April be deferred to 19th as 18th is a Bank Holiday. **(11/21)**. **Minute to be removed next month.**

20.0 EER ROTA

7292 EER rota for 2022 to be circulated after the meeting. **(11/21)**. **Minute to be removed next month.**

19.0 REPORTS AND CORRESPONDENCE

- 7293 A letter was received from a resident complaining of the recent closures at Hankley Common The clerk responded. **(11/21). Minute to be removed next month.**
- 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).**
- 7295 Information was received and circulated on the Surrey Hills Symposium which councillors may attend on 24th November 2021. **(11/21) Minute to be removed next month.**
- 7296 A press release was received on Waverley's 5 year Housing Supply. **(11/21) Minute to be removed next month.**
- 7297 Backless benches x 3 were removed from Thursley Road rec as they had rotted. **(11/21) Minute to be removed next month.**
- 7298 Churt PC had written asking for more information on bracken control. Cllr Murphy had responded. **(11/21) Minute to be removed next month.**
- 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).**

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

- 7301 The clerk advised that the accounts had been reconciled correctly and Cllr Jacobs had confirmed this and formally signed the October reconciliation. **(11/21) Minute to be removed next month.**
- 7302 Bank balance as per statements: Current account £117,753.28 and includes £15k easement and £3k for the village sign - £2k has been used as the deposit. Deposit account £55,282.72 (31st October 2021). **(10/21) Minute to be removed next month.**
- 7303 The proposed budget was circulated to councillors prior to the meeting. The Finance Sub Committee proposed a 5% increase on the precept for 2022/2023. It was noted that WBC have now ceased their compensatory payment (a net loss of £1,360 versus TY) and taking this plus the increased number of dwellings in the village the rise equated to 4%. Councillors agreed with the proposals. **(11/21). Minute to be removed next month.**
- 7304 Accounts for payment for November 2021 were circulated in advance of the meeting. 14 cheques have been raised totalling £14,194.11 **(11/21) Minute to be removed next month.**

Cheque no	Payee	Purpose	Amount
4344	Onsen Energy	Borehole	£9,157.86
4345	Juliet Williams	salary nov 1 of 2 cheques	£999.00
4346	juliet Williams	salary nov 2 of 2 cheques	£516.30
4347	Nexus Planning Ltd	NHP final work to get to Reg 16.	£900.00
4348	Diane Snape	Our Elstead Planting	£109.45
4349	Imprint Colour Ltd	Fibre Broadband Printing / advertising	£240.20

4350	DJK Electrical Contractors Ltd	electrical works at B/Lodge	£652.54
4351	Elstead Village Hall	Hall Hire October	£35.00
4252	Richard Knight	RK0481 B/Lodge maintenance and tree B Hill	£146.14
4353	Richard Knight	RK0483 repairing pot holes at gala Lane	£120.00
4354	Richard Knight	RK0482 cemetery revampo building and path	£1,028.47
4355	Patrick Murphy	chairman's allowance	£225.00
4356	RBL	poppy appeal	£25.00
4357	Juliet Williams	expenses and working from home	£39.15
DD	ereceptionist	eer phone line	£53.94
DD	PWLB	TRRT loan repayment	£942.17
			£15,190.22

21.0 MATTERS RAISED BY MEMBERS

- 7305 Cllr Rees reported that a wooden post had been knocked down by Orchard Close. The clerk to report. **(11/21).**
- 7306 Cllr Davidsen noted that the 'closed' signs had been left up beyond the MoD training exercise leading to complaints from residents. Cllr Mathisen to contact the MoD on this point. **(11/21).**

Meeting closed at 9.40pm