



ELSTEAD PARISH COUNCIL
Minutes of the Monthly Parish Meeting

Monday 23rd May 2022 at 7.30pm
Held at Elstead Youth Centre

Attendees: Cllr P. Murphy (Chair) Cllr L. Davidsen Cllr R. Rees
Cllr S. Reynolds Cllr D. Snape Cllr J. Mathisen
Cllr R. Gardner Cllr J. Jacobs arr 8.25pm

Mrs J. Williams (Clerk)

PUBLIC QUESTION TIME

7595 A member of the public raised concern that they had heard that the care home land had been sold to another developer who wished to change the use of the land. Cllr Murphy explained that the land was Green Belt, formed part of the Green Gap policy (preventing the coalescence of Elstead and Peper Harow) and was not included within the 'emerging' NHP. Cllr Murphy explained that the NHP had been delayed as a result of a procedural query which was being dealt with by WBC. Cllr Murphy was not aware that the care home had been sold but did note that the Parish Council would prefer the site to be used for office space as it was felt that a high dependency unit would not be viable. Cllr Murphy explained that the grazing land was owned by VAM who had proposals for a development of up to 55 houses. VAM wanted access to their land either a) via the care home site b) via the triangle or c) via Water Meadow Place. Clarion can offer a right of access but cannot offer a right of access to construction traffic – the latter would require the agreement of the management company. The resident noted that the management company had asked some residents their opinion on this and most were not in support. A meeting has been arranged between councillors and the management company. Cllr Murphy concluded by encouraging the resident to get a Resident's Association formed as there have been a number of issues with the development. **(05/22). Minute to be removed next month.**

1.0 ELECTION OF A CHAIR

7596 Cllr Davidsen proposed and Cllr Rees seconded. Following a voting process it was resolved that Cllr Pat Murphy be re-elected as Chairman. **(05/22). Minute to be removed next month.**

2.0 COMPLETION OF OFFICE FORMS

7597 The Declaration and Acceptance of office forms were completed and passed to The Clerk. **(05/22). Minute to be removed next month.**

3.0 COMPLETION OF REGISTER OF MEMBERS INTEREST FORMS

7598 The clerk reminded Councillors to complete The Members Interest Forms and email them to the clerk once ready. **(05/22). Minute to be removed next month.**

4.0 ELECTION OF A VICE CHAIR

7599 Cllr Murphy proposed and Cllr Jacobs seconded. Following a voting process it was resolved that Cllr Leif Davidsen be re-elected as Vice Chairman. **(05/22). Minute to be removed next month.**

5.0 ROLES & RESPONSIBILITIES

7600 The roles and responsibilities form had been shared with councillors prior to the meeting. A couple of amendments were made and the clerk to circulate an updated version after the meeting. **(05/22). Minute to be removed next month.**

6.0 APOLOGIES FOR ABSENCE

7601 Apologies for absence were received from Cllr Webster which members accepted. **(05/22). Minute to be removed next month.**

7.0 DECLARATIONS OF INTEREST

7602 No Councillors declared an interest in 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. **(05/22). Minute to be removed next month.**

8.0 APPROVAL OF MINUTES OF PC MEETING HELD 19th APRIL 2022

7603 The minutes of the Parish Council meeting held on 19th April 2022 were agreed subject to a minor amend and a revised copy to be signed by the Chairman. **(05/22). Minute to be removed next month.**

9.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 19th APRIL 2022

7604 The minutes of the Parish Council meeting held on 19th April 2022 were agreed and were signed by the Chairman. **(05/22). Minute to be removed next month.**

10.0 MATTERS ARISING

7605 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. Cllrs Murphy, Reynolds met SCC on site on 22.12.21. The visit confirmed that the bank had not eroded any further. SCC to draft the order by 14th June 2022. **(05/22).**

6314 Website Admin: The clerk to ask Mrs Davidsen if she can provide Cllr Reynolds with a virtual online training session. **(07/20)**

- 7606 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. There has been various communication between Cllr Murphy and WBC Legal and Elstead PC is awaiting the draft legal document. Cllr Mathisen advised that the land in the strip closest to the service road was not registered and the PC would like this included. The clerk to write to Cllr Harmer. **(05/22)**.
- 7607 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 Hedley. Wellers Hedley have advised that the process of registering might take between two to six months. Wellers Hedley 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 – the estimated completion date is 6th May 2022. The clerk has follow up and Wellers Hedley advise that it is still showing as pending. **(05/22)**.
- 7608 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. The clerk has spoken to JB the new SCC Countryside representative who has tried to contact the landowner. The clerk to write to Cllr Harmer as monies have been put aside for the works and there is no reason for the delay to the works. **(05/22)**.
- 7609 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. SCC Passenger Transport team had 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 would therefore need to progress with the provision of a pair of formal bus stops on Shackleford Road, as per the original S106 agreement. Cllr Murphy, Cllrs Davidsen, Mrs Davidsen and the clerk met with RC of SCC. A site for the bus stop outside Water Meadow Place has been agreed. The contact at SCC has subsequently left and the clerk has written to RC asking who the new contact is in order to progress this. **(05/22)**.
- 7610 The clerk advised that the annual 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, some minor works to the opening mechanics of the gate, reinstatement of grass and addition of bark all of which has been completed however it was advised that more bark was need and councillors agreed 2 x pallets could be ordered which is does under its power to provide a wide range of recreational facilities (Local Government Act 1976 s.19). The clerk to liaise with RK on these points. The report also highlighted a lack of play equipment for children with disabilities and the clerk to investigate some ideas. **(05/22)**.
- 7484 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. Investigative work was carried out from 17th-21st January 2022 and several blockages were identified. Some remedial work has been

completed from Orchard Close to Springfield and at Beggars Folly. WBC have submitted a proposal to SCC to replace the pipework with larger pipework as there are a number of breaks. It is anticipated that the work will be carried out in June 2022. The clerk wrote to WBC Housing to advise them of the proposed remedial work in case it impacted their plans. **(03/22)**.

- 7611 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. It was noted that vehicles were using this and that perhaps it might not be possible to install barriers. Cllr Davidsen noted that he has reported this issue on google maps. Another resident of Woolfords Lane reported this issue to the clerk in advance of the February meeting. Cllr Jacobs noted that the bridge was damaged over the footpath. The clerk to follow up with JB. The PC has asked RK to clear the fallen trees which are blocking the marathon route. **(05/22)**.
- 7612 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 has contacted the Witley Clerk who noted that they were interested in this. Following a further email from The Clerk the Witley advised that the following names had been proposed by Witley Councillors; Bagmoor Cross, Blackberry Way, Pennyfarthing, Greensleeves, Ramblers. Cllrs noted that the cycle route did not actually cross Bagmoor Common and proposed E2R Jubilee Route – the E2R being a play on words for Elizabeth II and Jubilee in celebration of the Queen's Platinum jubilee. The clerk emailed the suggestions to Witley PC but there has been no response. **(05/22)**
- 7553 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 (May issue). It was agreed this should be put on hold until after the current covid spike. **(04/22)**.
- 7613 Woolfords Lane Cemetery door frames are rotten and need replacing / repairing. The work can now be progressed with the warmer weather. The clerk suggested that an alternative colour to white (which had been agreed) might be preferable and it was decided that the door should be green / grey. The clerk has sourced some paint colour swatches and RK has installed new thresholds. **(05/22)**.
- 7614 Environmental PIC: The clerk advised that there was c £700 left in environmental PIC monies. The clerk has submitted a new application – the PIC officer has been seconded to a new role and as such there is no replacement and the clerk has been advised that approval of the application may take a while. The clerk has follow up progress with approval. **(05/22)**.
- 7439 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 2021 and MB has now been invited to submit a statement of support which he has done. The total cost of the irrigation system is £13k and a grant of £12k has been applied for. There has been no further update from SCC whether the bid has been successful. Cllr Murphy noted that only four applications had been approved in one year. **(02/22)**.
- 7557 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 estimated cost of the project has increased to £500,000. The planning application is still outstanding and the officer has advised that case loads are very heavy so progress has been affected. The Clerk advised that she had been contacted by the CIL officer asking for an

- update. The clerk was advised to refer the CIL officer to the Planning Officer. The planning application is still yet to be determined and as such work cannot commence until the Autumn 2022. **(04/22).**
- 7558 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. Having had no success with the previous portfolio holder, Cllr Murphy and the clerk were pleased to meet with the new Portfolio Holder for parks and countryside as well as two officers. WBC noted that areas would be mowed 8-10 times per annum (half their usual cutting frequency but en par with the mowing frequency in Elstead). Some areas such as the small patch of land behind Broomfield would be left uncut but areas in the middle of housing developments would be cut so as to avoid the issues of last year. **(04/22). Minute to be removed next month.**
- 7615 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 circulated the Witley and Tilford Bye-laws in advance of the meeting. Councillors resolved that by-laws would be difficult to enforce and as it was a criminal offence to drive a vehicle across a Village green there were perhaps no need for bye-laws. **(05/22). Minute to be removed next month.**
- 7496 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. The clerk was advised that the driver was uninsured at the time of the RTC. The clerk has contacted PC Farmer for further advice. **(03/22).**
- 7616 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. After various delays on the part of Kompan (as recorded in previous minutes) Kompan have now confirmed that they will fix the spire net and re-tension at no charge. Further delays have been experienced and The clerk has written a strong letter of complaint. The spire net has now been repaired (May) and it will be tensioned in June 2022. **(05/22).**
- 7502 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. The insurance company have advised that they have photographic evidence and the clerk has asked to see it. The clerk is waiting for the insurance company to forward this. **(03/22).**
- 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). Minute to be removed next month.**
- 7507 A resident had raised concern about increased noise and traffic coming from Farnborough airport and its effect on the local community. The clerk shared further information with councillors. **(03/22).**
- 7420 Cllr Davidsen noted that there was a lot of excessive signage on Hankley Common and that flares were being used nightly. It was agreed this would be raised at the next HUG meeting. **(01/22).**
- 7617 Installation of a 3m high x 35m long fence to protect Jubilee rec against stray balls: The work has been slightly delayed and is scheduled for 26th and 27th May 2022. **(05/22).**
- 7566 Cllr Murphy noted that the issue of emergency telephone reception had been raised as part of the superfast broadband presentation. Councillors asked how does the village ensure it has adequate mobile cover in the event of prolonged power outages to help those with lifelines for example. It

was agreed that this matter should be raised with TE in WBC. It was not raised with WBC as BT have advised that they have changed their policy. BT will sell the majority of their exchanges. The land on which the Elstead exchange sits is not owned by BT but by an investment company so it is unclear what will happen to this land. The main area of concern is whether the life line alarms will still work in the event of a power outage. **(04/22)**

7618 Electrical supply to the green: electricity has been installed. Two bollards have been erected either side of the green box and reflectors have been added. **(05/22). Minute to be removed next month.**

7619 Staceys Farm Road Trees: The clerk has reported the trees to SCC in the first instance as it is SCC who manage the land. It was agreed that this patch of land would be included in the upcoming tree survey and once complete the findings would be shared with SCC. Due to the slight delay with the tree survey it was agreed that RK would do some initial tidying and remove any dead or dangerous branches. **(05/22).**

7569 Counsel's opinion on the Croft access was received on 21st March 2022. It notes that the case for JV's needs to meet a very high threshold however the fact it is proposed that frontages are to be taken away is a case for material consideration. The evidence submitted on this matter by the developer is unclear and as such it is unclear whether WBC can consider it properly. There is a further issue of equality as it means a lack of wheelchairs and pushchair access. Cllr Murphy sent a letter to WBC copying SCC. The Croft application has been refused. **(05/22). Minute to be removed next month.**

11.0 REPORT FOLLOWING THE MEETING HELD WITH ST JAMES PRIMARY SCHOOL ON 4TH MAY

7620 Cllrs Murphy, Snape and the clerk attended a meeting with St James Primary School on 4th May 2022 to discuss lowering the school age range. The clerk requested an up to date copy of the school travel plan before the meeting as the main issue with relocating a nursery to the site of the primary school will be the impact of traffic on local residents. Cllr Murphy advised that the school is consulting on opening a nursery for 2year olds+ in September 2022. Nursery children will be located in The Lodge initially. Provision will be extended after a year by reconfiguring the children's centre area plus part of the staffroom at a ball park cost of £250k. To afford the build costs the school will need funding from The Diocese, governors (10%) and CIL. Cllr Murphy noted that should the CIL funding be approved Elstead would be unlikely to get any further CIL monies. Cllr Snape noted that there were no figures from SCC as to how many children would likely attend. A draft response was circulated and councillors to provide feedback. Cllr Murphy concluded that the nursery would be open 47 weeks of the year and that it was government policy to have a nursery sited as part of a primary school. All councillors to feedback comments as soon as possible. **(05/22).**

12.0 REPORT FOLLOWING WAVERLEY LCWIP MEETING HELD 4TH MAY 2022

7621 Cllr Murphy attended the LCWIP meeting and explained that the group were undertaking an analysis of increasing cycling within the borough. The analysis looked at traffic flow and was confident that some traffic could be turned into cyclists! The group even suggested the B3001 could have as much as 20% cycling along it! There was no clarity on how this could be funded and the group had no knowledge of safe cycling routes such as the Elstead-Milford cycling route. **(05/22). Minute to be removed next month.**

13.0 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).**

14.0 SCC UPDATE

- 7622 Now that SE Water works have almost finished Cllr Harmer was asked when the gas works were going to be scheduled so as to avoid the resurfacing of the work to the Thursley Road. The clerk to send an email to Cllr Harmer asking whether highways are aware of the gas project and when the resurfacing work will take place. AS (SCC Highways) did not think that Thursley Road was on the list for repair. The clerk to contact SGN to see if any gas works are scheduled. **(05/22).**
- 7623 SCC are proposing to disband local committees which usually make decisions on highways. It is not clear if parking and ROW will fall into the same categories. **(05/22). Minute to be removed next month.**
- 7624 Cllr Mathisen raised the issue of the state of the pavements. Cllr Harmer advised that there was a new budget that would be targeting pavements. **(05/22). Minute to be removed next month.**
- 7625 Members Allocation has been opened to accepting bids. **(05/22). Minute to be removed next month.**
- 6004 Cllr Mathisen raised the issue of Fulbrook Lane – the side of the road near to Thundry Farm needs improvement. **(02/20)**
- 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. A meeting has been scheduled for 24.3.2022 to discuss cycling however major landowners such as MoD and NE have not been included and much of the routes fall over their land **(12/21).**
- 7450 Cllr Harmer noted that the Elstead-Milford cycle route needs a safe crossing over the A286 to allow children to cross. **(02/22).**

15.0 NEIGHBOURHOOD PLAN UPDATE

- 7626 Regulation 16: NHP Regulation 16 is now complete and WBC have contacted a company to appoint an Inspector. Two resumes have been sent to the PC and one person was selected who had had more experience in inspecting NHP's than the other candidate. The Inspector has read through the NHP briefly and raised three issues which need to be resolved. WBC legal have provided the inspector with information that supports the fact that Peper Harow Parish Meeting could allow the Weyburn part of its parish to join into the Elstead neighbourhood plan. Nexus have provided more detailed information for the engagement report and basic conditions statement. WBC are minded that a new reg 16 will have to take place on these revisions which the steering groups disagrees. The reg 16 could be run concurrently with the start of the Inspection it is believed. There has been no further progress from WBC and the clerk to arrange a meeting with ME. **(05/22).**
- 7627 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. Cllr Jacobs and the clerk to reviewed the draft before the May meeting. A final draft will be circulated for the June meeting. **(05/22).**

16.0 OUR ELSTEAD UPDATE (OE)

- 7628 Village sign: WBC have confirmed that planning permission for the village sign is not needed. Billmeir Trustees have confirmed that they are in agreement that a plaque can be attached to the sign accrediting the sign to the Billmeir Trust and the plaque has been engraved. Cllr Mathisen and the Clerk met with AS (SCC) to agree an acceptable location for the sign. The sign was unveiled on 30th

April and has been very well received. Thanks were given to Cllr Mathisen for his work in this project. **(05/22). Minute to be removed next month.**

7575 Christmas Lights: Cllr Mathisen advised that Christmas lights have not been budgeted for and it was suggested that Cllr Mathisen liaise with The Elstead Electrician to seek light recommendations. **(03/22).**

7629 OE will attend the Elstead Expo at the Jubilee. Councillors approved the production of a single page leaflet @ £50 which would be used to generate more volunteers which it does under its powers to plant trees and shrubs and to maintain roadside verges (Highways Act 1980 s 96). OE must make it clear that it is a sub committee of Elstead Parish Council. **(05/22) Minute to be removed next month.**

7630 Litter pick: OE advised that a litter pick would be arranged for 23rd June. It was agreed that 20 x hi vis vests would be ordered with the word volunteer on the reverse. This is agreed under the Clean Neighbourhoods and Environment Act 2005. **(05/22) Minute to be removed next month.**

17.0 ELSTEAD VILLAGE ROAD SAFETY

7631 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. Cllr Reynolds made contact with Surrey Police Speedwatch team who advised that they will provide a framework and whilst the community forms a team of six over the age of eighteen. An article was shared on facebook and the EN – to date there have been no volunteers step forward. **(05/22).**

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).**

7578 VAS: The VAS on the directional finger post on church green has been changed by PH (SCC) and now triggers at the correct speed. A secondary metal post has been installed on PC land close to the Jubilee park (with permission from AS, SCC). RK has advised that there is a problem with the battery. The clerk liaised with PH who recommended an alternative battery. It was agreed that the clerk should purchase one which it does under its powers to financially contribute to traffic calming schemes (Local Government and Rating Act 1997 s26-29). **(05/22). Minute to be removed next month.**

7457 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. After much correspondence from Cllrs Murphy and J. Else as well as support from Jeremy Hunt, BT have finally agreed that the school can use the rear of the BT land for staff parking. The school will erect a fence. Next stage is for this to go through BT's legal team and for both parties to sign a Memorandum of Understanding. The matter is still with BT's legal team. **(02/22)**

- 7401 Cllr Webster had circulated pictures of alternative deterrents. Cllr Reynolds and the clerk discussed them at the meeting with AS in December however AS said that SCC could not support anything that might cause a distraction to drivers. Cllr Webster to circulate the details to councillors again. **(01/22).**
- 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).**
- 7579 20 is plenty: it was noted that Witley appeared to have implemented this in some areas. A talk had been given recently by a nationwide group and it was questioned whether they could do a site visit to see if there was any possibility for Elstead being able to qualify for this. Cllr Harmer noted that SCC had applied to The Secretary of State asking for the power to enforce movement on the roads which would mean that SCC can put up their own monitoring devices on the roads and therefore enforce things such as speeding. **(04/22).**

18.0 QUEENS JUBILEE 2022

- 7632 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. The clerk summarised the various events that will take place over the four days; Thursday: seniors afternoon tea, evening at RBL with beacon lighting, live music, PETS, Elstead Voices, Friday evening: live music, Saturday afternoon: children's activities, Saturday evening: barn dance, Sunday: service of thanksgiving following be Elstead Expo, classic car display, belly dancing and ballet demonstrations. The floor for the marquee will cost a further £1260 plus vat. Councillors have confirmed that they commit to cover the cost basic marquee hire as well as the floor hire which it does under its powers of the Provision of Entertainment and support of the Arts (Local Government Act 1972 s.145). Plans are coming on well, tickets sales are selling well – over 300 for each event so far. Sponsorship monies have been gratefully received. OE and PC will have a table at the Elstead Expo event on Sunday 5th June alongside each other. **(05/22).**

19.0 EER PLAN – to review

- 7633 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. Cllr Snape and the clerk reviewed the document before the May and a draft to be circulated ready for councillors to ratify at the June meeting. **(05/22).**

20.0 BIKE PARK FEEDBACK

- 7634 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. In March 2022 there was an update on progress to the bike park. It had been

agreed that a club would be formed and Chair, Treasurers and Secretary roles had already been elected. In May 2022 the resident updated councillors advising them that the consultation had run for 6 weeks and received 90% positive responses. Individual letters had been sent to residents living closest to the bike park and response deadlines were in a couple of weeks for these. 7 individuals are onboard with checking the bike park and another individual has agreed to help with on-going maintenance. The bike park is considering linking to a national organisation which will provide insurance. A bank account will be opened once approval has been given. c.£3k of funding has already been committed. **(05/22).**

21.0 BACKLAND FIELD

7635 It was agreed that the current tenant should be offered the opportunity to renew the lease for another year at the same rate. The clerk to advise Pelhams. Should the bike park go ahead the tenant would be reimbursed pro rata. **(05/22). Minute to be removed next month.**

22.0 WAVERLEY LOCAL PLAN PART 2 EXAMINATION

7636 The LPP2 will go to Examiner in July. Cllr Jacobs to read the document and make any comments by 17th June 2022. It was agreed that there was no need to attend the hearing. **(05/22). Minute to be removed next month.**

23.0 APPROVAL OF SIGNAGE FOR THE PAVILION

7637 Tenderlinks have asked if they can erect signage on the Pavilion to advertise the pre school. The signage was circulated prior the meeting and councillors approved it. **(05/22). Minute to be removed next month.**

24.0 ANNUAL REVIEW OF PC DOCUMENTS

7638 The following documents and policies were circulated prior to the meeting. Councillors agreed that no changes were required except to the Financial Regulations an amended version to be circulated in June. The clerk to ask whether other parishes are adopting the WBC code of conduct, The EVRS ToR to follow in June. **(05/22). Minute to be removed next month.**

- a. Conduct of Conduct
- b. Standing Orders
- c. Financial Regulations
- d. TOR's no changes.
- e. Website Policy

25.0 REPORTS AND CORRESPONDENCE

7639 The clerk reported excessive tree works on a property to WBC. WBC advised that there were on TPO's in place. **(05/22). Minute to be removed next month.**

7640 A car accident resulted in a teenager suffering minor injuries crossing the pedestrian crossing. **(05/22). Minute to be removed next month.**

7641 Defunct school sign in Thursley: councillors have agreed that they will take it. **(05/22). Minute to be removed next month.**

7642 Local governance review; feedback required by 6th June 2022. **(05/22). Minute to be removed next month.**

26.0 FINANCE (all financial papers were circulated prior to the meeting)

- 7643 The clerk advised that account reconciliation was deferred a month until all of LY accounts had been signed off by the internal auditor. **(05/22) Minute to be removed next month.**
- 7644 Bank balance as per statements to 30th April 2022: Current account £142,686.78. Deposit account £15,024.78. 32 day notice account: £55,291.68. **(05/22) Minute to be removed next month.**
- 7645 Accounts for payment for May 2022 were circulated in advance of the meeting. x cheques have been raised totalling £ of which x cheque are greater than £500 as listed below. **(05/22) Minute to be removed next month.**

Cheque no	Payee	Purpose	Amount
4456	Quality Garden Supplies	Bark for recreational grounds	£587.94
4457	Burrows Lea Forge	village sign	£1,000.00
4458	Burrows Lea Forge	village sign	£1,000.00
4459	Burrows Lea Forge	village sign	£1,000.00
4460	Burrows Lea Forge	village sign	£1,000.00
4461	One Six Events	Jubilee Marquee	£3,876.00
4462	Shorts Group Ltd	Machinery hire to remove stump and concrete	£667.44
4463	David Else	Our Elstead Drinks	£43.94
4464	Juliet Williams	Expenses for the assembly	£72.59
4465	VOID		
4466	The Play Inspection Company Ltd	Playground inspection	£288.00
4467	Hilary Hamlyn	OE planters	£46.17
4468	Kurt Lyall	fencing around Jubilee rec	£4,563.97
4469	Juliet Williams	salary 1 of 2	£999.00
4470	Juliet Williams	salary 2 of 2	£505.89
4471	Juliet Williams	working from home / expneses	£15.00
4472	Maxwell and Co Ltd	End of Year Payroll	£96.00
4473	Richard Knight	Jubilee play area	£600.01
4474	Richard Knight	Woolfords Lane Cemetery	£278.25
			£16,640.20

27.0 MATTERS RAISED BY MEMBERS

- 7647 There were no matters raised by members. **(05/22). Minute to be removed next month.**

Meeting closed at 9.45pm