



**ELSTEAD PARISH COUNCIL**  
**Minutes of the Monthly Parish Meeting**

**Monday 18 July 2022 at 7.30pm**  
**Held at Elstead Youth Centre**

**Attendees:** Cllr P. Murphy (Chair) Cllr S. Reynolds Cllr J. Mathisen  
Cllr J. Jacobs Cllr D. Snape Cllr R. Rees

**Mrs J. Williams (Clerk)**

**PUBLIC QUESTION TIME**

7710 There were no public questions. **(07/22). Minute to be removed next month.**

**1.0 APOLOGIES FOR ABSENCE**

7711 Apologies for absence were received from Cllrs Gardner, Davidsen and Webster which members accepted. **(07/22). Minute to be removed next month.**

**2.0 DECLARATIONS OF INTEREST**

7712 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. **(07/22). Minute to be removed next month.**

**3.0 APPROVAL OF MINUTES OF PC MEETING HELD 20th JUNE 2022**

7713 The minutes of the Parish Council meeting held on 20th June 2022 were agreed and signed by the Chairman. **(07/22). Minute to be removed next month.**

**4.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 20th JUNE 2022**

7714 The minutes of the Parish Council meeting held on 20th June 2022 were agreed and were signed by the Chairman. **(06/22). Minute to be removed next month.**

**5.0 MATTERS ARISING**

7715 FP64: Cllr P Murphy attended and spoke at the Waverley Local Committee meeting held on 13<sup>th</sup> 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. After many months of chasing Surrey CC have served notice of the order for the footpath diversion on 16<sup>th</sup> June 2022 and this will not come into operation until thirty days after it is confirmed. There has been no further update on the date to complete the works. **(07/22)**.

7716 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. WBC have made no further progress on this matter and the clerk to follow this up. Despite following this up there have been no further updates and the clerk to write to Mr Horwood. It was confirmed that the strip of land previously thought to be owned by Highways is not owned by anyone. Councillors agreed that the clerk should contact Wellers Hedleys to start the registration process. Costs of legal fees to be approved via email before being officially stated at the September meeting in view of the summer recess. **(07/22)**.

7717 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 notice has been issued which will expire on 22<sup>nd</sup> June 2022 after which time the land should be legally registered. The PC is still awaiting official confirmation. **(07/22)**.

7718 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 agreement from the landowner. Surrey SCC are seeking quotes on the works which will include 2 x new mobility gates and replacing a damaged sleeper bridge. At a recent meeting JB (SCC) confirmed that work should start within two weeks. **(07/22)**.

7719 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. RC requested a copy of the meeting notes (again) which the clerk has sent. RC advised that the passenger transport team will undertake a feasibility study of the proposed locations of the bus stops. There has been no further update. **(07/22)**.

- 7720 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 17<sup>th</sup>-21<sup>st</sup> 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. At the June 2022 meeting, the clerk reported that WBC are waiting for a legal agreement to be in place with SCC. The draft tender document is ready and WBC are still looking to award the work this summer. WBC have advised that they are waiting on legal papers to be signed off. **(07/22)**.
- 7661 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 has discussed this with JB (SCC) and he will investigate it. **(06/22)**.
- 7662 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. Following the clerk’s email, Witley PC have confirmed it is happy to consult on the various name proposals. The clerk to set up a survey and share the link with Witley PC. **(06/22)**
- 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)**.
- 7721 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 followed up progress again but WBC who have confirmed that this has been signed off. **(07/22)**. **Minute to be removed next month**
- 7722 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 and despite following this up we were still waiting for SCC to transfer the monies. **(07/22)**.

- 7723 Preserve Our Reserve: A working party meeting was held on 16<sup>th</sup> 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 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 has finally been determined and received approval. Work will start in Autumn. A steering group meeting to be held prior to works starting – the clerk to follow up scheduling a meeting date ASAP. **(07/22)**.
- 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)**.
- 7665 Costs for the repairs to the spire net and spika podium were approved and the spika podium was confirmed as being free of charge. The spire net has now been repaired (May) and it will be tensioned in June 2022. The clerk has received an invoice which is contrary to what was agreed and will discuss this with Kompan. **(06/22)**.
- 7724 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 this has now been received. The clerk showed the images to Cllr Murphy and the PC still refute the damage. The clerk to advise the insurance company. **(07/22)**.
- 7725 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 and to note that there is a tree growing out of the drain. **(07/22)**.
- 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)**.
- 7768 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 up coming 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 he has undertaken at least half a days work. The clerk advised that the tree survey has almost been completed and that the clerk could obtain costs for tree works as soon as the report has been issued. **(07/22)**.
- 7670 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. The clerk advised that following further consultation a couple of residents had raised concern over the noise of bike park and likely anti social behaviour. Cllr Murphy encouraged the committee to look at whether the membership could be limited to alleviate concerns. **(06/22)**.

7681 The Clerk advised that she had contacted a local contractor with a view to making repairs to some sections of the older wetpour as well as treating some of the equipment for rust and then repainting it. The clerk also advised that the roundabout had been out of action for a week however this was now fixed. The clerk highlighted that the see saw and roundabout would need replacing in 2023 and as the inspection report had highlighted a lack of play equipment for children with disabilities the clerk would include this in her investigation for alternative play equipment. **(06/22)**.

7726 The Queen's Jubilee: Cllr Murphy highlighted that the four days of events were very received by the public and that there had been much positive feedback. Of the £4k surplus, donations of £500 have been given to three local charities and the rest has been kept as surplus for a village wide event for 2023. The clerk to write a notice asking if members of the public would like to join the committee. **(07/22)**.

7727 The clerk had advised prior to the meeting that there was no amendment to the financial regulations it was to the financial paragraph in the NALC code of conduct. The clerk advised that Surrey ALC were now recommending that Waverley parishes adopt the LGA Code of Conduct so as to be in line with WBC. The clerk to circulate a copy for discussion at the July meeting. **(07/22)**. **Minute to be removed next month as covered under agenda item 13.**

#### **6.0 REPORT FOLLOWING THE WESTERN VILLAGE MEETING HELD 14<sup>th</sup> JULY 2022**

7728 Cllr Harmer advised that the lengthsmen scheme as such no longer exists and that instead clerks must upload the respective "jobs" directly onto the Surrey portal. The clerk to upload the former lengthsmen projects. **(07/22)**. **Minute to be removed next month.**

#### **7.0 WBC UPDATE**

7729 Cllr Murphy advised that he had written to GC (WBC) noting that Elstead parishioners pay twice for recreational facilities and had suggested that either WBC should continue with the compensatory grant or ask Town Council's t pay for their own recreational facilities. **(07/22)**.

#### **8.0 SCC UPDATE**

7730 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 has contacted SGN and has now heard from the local team that there will be some gas works being undertaken in Nov. Cllrs have also seen works from Nov 2022 – Feb 2023 listed on a website. The clerk has requested a copy of the horizon programme which will take 28 days to come. **(07/22)**.

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

7731 SCC have been in discussion with the WBC administration as to how local committees should be replaced. Both sides will continue to meet informally and will include representatives from the education team. **(07/22)**.

7450 Cllr Harmer noted that the Elstead-Milford cycle route needs a safe crossing over the A286 to allow children to cross. **(02/22)**.

## **9.0 NEIGHBOURHOOD PLAN UPDATE**

7732 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. A meeting was held with ZE and ME (WBC) on 22<sup>nd</sup> June to discuss the hold up. At the meeting ZE committed to put pressure on WBC legal for a response to the Inspectors queries. There has been no response since and the clerk to send a letter to Tom Horwood copying Paul Follows asking for action. **(07/22)**.

7733 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 did some final proof reading and here are a few more amends to be made. The flooding section still needs completing. The final draft to be shared for the July meeting. The clerk has contacted WBC regarding the VDS (at ZE's suggestion) as it is better if they formally consult on this. WBC have responded saying that they do not have capacity to manage this process at the moment but councillors have agreed that this should be progressed anyway. **(07/22)**.

## **10.0 OUR ELSTEAD UPDATE (OE)**

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)**.

7734 Cllr Mathisen advised that the branded high vis vests have arrived. **(07/22)**. **Minute to be removed next month.**

## **11.0 ELSTEAD VILLAGE ROAD SAFETY**

7735 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. Following a near miss on the zebra crossing three volunteers have stepped forward. Cllr Gardner has drafted a questionnaire on speeding and it was proposed that this should be hand delivered to all residents as well as be featured in the EVN. Costs for this at c £157 were agreed by councillors. An on-line survey to be set up. **(07/22)**.

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)**.

- 7736 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 still no date advised as of yet however as there was due to be gas no works would happen before this time. **(07/22).**
- 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).**
- 7737 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. **(07/22). Minute to be removed next month**
- 7679 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. The clerk contacted the pressure group and they are attending a joint parish event in Chiddingfold in September 2022. The clerk to circulate information and councillors to attend. **(06/22).**

## **12.0 EER PLAN – TO RATIFY**

- 7738 EER Plan: Cllrs Rees and Snape met with WBC regarding the EER plan on 19<sup>th</sup> 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 and a final version to be circulated ready for approval in July. Councillors asked for two minor amends and with those made formally adopted the plan. The clerk to post on the website and circulate to WBC. An informal emergency resource list will be kept by the PC. **(07/22). Minute to be removed next month.**

## **13.0 CODE OF CONDUCT**

- 7739 The clerk had advised councillors that WBC have adopted the LGA model Code of Conduct and that Surrey ALC had recommended that Parish Councillors adopted the same model Code of Conduct. The clerk had circulated the LGA Model Code of Conduct to Councillors prior to the July meeting. Councillors compared the LGA version with the NALC version and felt that the NGA code was more appropriate. Councillors to reconsider the Code of Conduct in May 2023 following the local elections. **(07/22). Minute to be removed next month.**

#### **14.0 UPDATED FIXED ASSET REGSITER**

7740 Following the rent audit the clerk has updated the fixed asset register which was circulated to councillors ahead of the July meeting. The chair signed the updated fixed asset register. **(07/22)**.

#### **15.0 REPORTS AND CORRESPONDENCE**

7741 The clerk advised that the VAM land was up for sale for £100k. The clerk was asked to put forward a bid to the land agents. **(07/22)**.

7742 The clerk advised that a letter had been received from a resident in Staceys Farm Road concerned that too much undergrowth would be cut down citing that it contained an owl roost as well as served to deflect the traffic noise. Th clerk had responded to explain that only necessary works would be conducted. **(07/22)**. **Minute to be removed next month.**

7743 The clerk advised that a resident had requested that the PC place bollards in the car park to protect a new fence that has been installed. The PC noted that it would not do this as bollards were more likely to cause accidents given that it was near the entry to the car park. **(07/22)**. **Minute to be removed next month.**

7744 The clerk advised that a resident had contacted the clerk concerned about tress abutting the boundary to their property and the cemetery. The clerk visited the residents and informed them that a survey was to be undertaken and that should anything come to light in the survey the residents would be notified. The clerk also advised that the resident was allowed to cut down any over hanging vegetation on their land. **(07/22)**. **Minute to be removed next month.**

7745 The clerk noted that the 2<sup>nd</sup> LCWIP workshop would take place on 27<sup>th</sup> July and had circulated the zoom details prior to the PC meeting. **(07/22)**. **Minute to be removed next month.**

7746 The clerk advised that a consultation on Waverley Climate Change and Sustainability Supplementary Planning Document (SPD) was running until 29<sup>th</sup> July 2022. The Climate Change and Sustainability SPD sets out the Council's guidance on how development should minimise energy use, be sustainable in its layout, landscaping, and orientation of buildings, be resilient and adapted to climate change, use sustainable resources and materials, be water efficient, and be designed to encourage use of sustainable forms of transport. Cllr Murphy had attended the briefing session in June. **(07/22)**. **Minute to be removed next month.**

7747 The clerk received a request from a local sea cadet group to access the river by the picnic area. The clerk had responded explaining that it was not PC land and suggesting that it was not a safe place given the narrow path and that it would be preferable to seek permission from The Mill and access the water from the safety of The Mill land. **(07/22)**. **Minute to be removed next month.**

#### **18.0 FINANCE (all financial papers were circulated prior to the meeting)**

7748 The clerk advised that April, May and June accounts had been reconciled correctly and checked by Cllr Jacobs. **(07/22)** **Minute to be removed next month.**

7749 Bank balance as per statements to 30th June 2022: Current account £122,953.80. Deposit account £15,025.03. 32 day notice account: £55,301.50. **(07/22)** **Minute to be removed next month.**

7750 Accounts for payment for July 2022 were circulated in advance of the meeting. 7 cheques have been raised totalling £3,198.31 of which 4 x cheque are greater than £500 as listed below. **(07/22)** **Minute to be removed next month.**

7751 To note that the AGAR was submitted to PKF Littlejohn on 27<sup>th</sup> June and the Notice announcing the Public Rights of Unaudited Accounts was advertised on the website and noticeboard on 24<sup>th</sup> June. **(07/22)** **Minute to be removed next month.**



**ACCOUNTS FOR PAYMENT - JULY 2022**

<b>Cheque no</b>	<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
4493	Maxwell and co ltd	salary preparation April -June 2022	£72.00
4494	Maxwell and co ltd	internal audit	£600.00
4495	Juliet williams	salary 1/2 July	£999.00
4496	Juliet williams	salary 2/2 July	£590.41
4497	richard Knight	maintenance	£863.45
4498	richard Knight	cemetery	£30.00
4499	juliet williams	expenses - woking from home, mileage	£43.45
			<b>£3,198.31</b>

**17.0 MATTERS RAISED BY MEMBERS**

- 7752 Cllr Snape noted that it would be advantageous to harness all the knowledge of the council into a working document. The Clerk and Cllr Snape to work on this in September. **(07/22). Minute to be removed next month.**
- 7753 Cllr Mathisen noted that there was access via a footpath from Lex Farm to Royal Common. The footpath is in need of clearance. The Clerk to report to JB (SCC Countryside). **(06/22). Minute to be removed next month.**

**Meeting closed at 9.15 pm**