



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

**Monday 20th February 2023 at 7.30pm**  
**Held at Elstead Youth Centre**

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

**PUBLIC QUESTION TIME**

**1.0 UPDATE FROM F&W NETWORKS**

7963 Representatives from Hey Broadband and F&W networks attended the meeting to provide an update on progress to date. It was explained that there had been 300 expressions of interest of which 293 were committed. There had been much community engagement with sponsorship of village events and sporting teams e.g The Sharks, The Jubilee etc. In addition it was explained that The Village Hall, The Pavilion and EVTC would each be granted twelve months free connection to the service once it is up and running. It was advised that there had been some delay connecting to the cabinets but by April 2023 it hoped to have hit 900 and by July 2023 1250 connections. It was noted that the main challenge lay with crossing private land where permissions were needed. When Open Reach had built the network some of the connections had been placed underground and the ductings were not present therefore making them hard to join to. The provider will have to consult with some residents in Silver Birches Way and Springfield to see which would be preferable – a trench in the pathway or the addition of two telegraph poles. Peat Common also posed issues as the provide had applied to put fibre on the existing electrical poles and it had taken 5-6 months to approve just one pole. Hankley and Lower Ham Lane were also going to be hard to reach and again resident’s permission would need to be sought to add more poles. MoD permission was required to install fibre to Guinea Common however MoD were charging an unrealistic fee. Cllr Murphy noted that the PC would take the matter up with the MoD. Westbrook Hill would also need MoD permission. The update concluded by explaining that Hey Broadband had started to canvas for people to sign up to the scheme. F&W were thanked for the update. **(02/23)**.

**2.0 PRESENTATION FROM STUART TURNER OF STYLE FRONT**

7964 A developed explained plans to convert 5 chicken barns at Hookley Lane Farm and to convert them into 9 barn style residential dwellings. In addition to this a commercial element would be retained for the farmer to use an office. The developer advised that the reconfiguration would see a 56% reduction in built floorspace. The developed added that there would be no tree or hedge loss. The converted building would be clad in wood and use bargate stone which would enhance the rural feeling of the development. The houses would not be affordable and councillors questioned whether this would meet WBC policy as there must be affordable houses in developments of 5+ houses. It

was also noted that such a development would not be liable for CIL and with the fact that as none of the house were affordable there was no perceived community benefit. Councillors asked whether the access road met SCC guidelines as it was felt to be narrow and the developer had not proposed a footpath for pedestrians. The developer confirmed that there would be more than adequate parking as 37 spaces had been provided for a scheme only requiring 24 spaces. It was noted that the farm would still operate and that the workers would be redeployed. Councillors advised that they would be happy to have a follow up meeting. The planning application was determined at the end of the main meeting. The developer was thanked for presenting. **(02/23). Minute to be removed next month.**

### **3.0 APOLOGIES FOR ABSENCE**

7965 Apologies for absence were received from Cllrs Rees and Gardner which members accepted. Cllrs J and D Else and Cllr Harmer were not in attendance. **(02/23). Minute to be removed next month.**

### **4.0 DECLARATIONS OF INTEREST**

7966 No 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. **(02/23). Minute to be removed next month.**

### **5.0 APPROVAL OF MINUTES OF PC MEETING HELD 16th JANUARY 2023**

7967 The minutes of the Parish Council meeting held on 16th January 2023 were agreed and signed by the Chairman. **(02/23). Minute to be removed next month.**

### **6.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 16th JANUARY 2023**

7968 The minutes of the Planning Committee meeting held on 16th January 2023 were agreed and were signed by the Chairman. **(02/23). Minute to be removed next month.**

### **7.0 REPORT FOLLOWING WESTERN HIGHWAYS MEETING HELD 30<sup>th</sup> JANUARY 2023**

7969 A Meeting was held with KS, RB, ZC (SCC Highways) in response to a request from the western villages following frustration at highways processes. The meeting was useful and SCC understood where the frustrations were coming from. Clarification on highways processes was given with the request that issues are logged via the SCC online portal first however parishes now have direct email addresses for highways officers and can follow up directly in the event of there being no action. It was confirmed that lengthsmen scheme projects should be collated via a master spreadsheet organised by the Frensham clerk as was previously the case. **(02/23). Minute to be removed next month.**

### **8.0 REPORT FOLLOWING SURREY FIRE & RESCUE WORKSHOP HELD 3rd FEBRUARY 2023**

7970 The workshop was attended by SCC, WBC, JH (MP) and representatives from Elstead, Tilford and Thursley PC's as well as Ward Cllrs for the aforementioned parishes. Surrey Fire & Rescue recognise the need to talk to MoD and have committed to engage with them. Surrey Fire and Rescue also took on board the need for better communication between the fire and rescue service and local communities. Councillors need to decide how this is best managed and how this will be co-ordinated. In the meeting Cllr Else had asked if the MoD had effective processes in place to prevent another fire and JH (MP) has agreed to write to his counterpart. It was noted that MoD have done some work on the firebreaks. It was agreed that the clerk should write to Blakemores asking them not to sell disposable BBQ's. **(02/23). Minute to be removed next month.**

### **9.0 REPORT FOLLOWING CLRKS BRIEFING WITH TOM HORWOOD HELD 8th FEBRUARY 2023**

7971 An update meeting was held with WBC directors and clerks although not many clerks were in attendance due to not being included in the final invitation! SB (planning systems) confirmed that

the planning portal was being upgraded and would soon hopefully allow clerks to be able to upload parish council comments directly. The clerk raised concerns about the NHP and lack of service received from WBC legal. One of the directors pledged to follow this up although there has been no contact from the director to date. WBC have been trying to recruit and have got more people in place. A briefing was given about election processes. **(02/23). Minute to be removed next month.**

## **10.0 MATTERS ARISING**

- 7972 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. The order has been made however the landowner has objected to it. There has been no progress in this matter by Surrey CC and the Clerk to ask the officer's line manager to meet with Cllr Murphy to explain why progress has been so slow. Cllr Mathisen noted that vegetation needed to be cleared beyond the footbridge. There was no response from SCC before the meeting. The clerk forwarded her letter to Cllr Harmer who will follow it up with officers. The clerk reported that there was still little progress since the January update. Councillors have asked the clerk to arrange a meeting with the RoW officer and line manager. **(02/23).**
- 7973 Village Green and Church Green Lease: The clerk has received finally the sealed transfer documentation from WBC. The clerk has asked Wellers Hedley to confirm which papers are needed to register the transfer. Due to the Parish Council's usual lawyer being on maternity leave there has been a delay (and confusion) over this by Wellers Hedley. The clerk to follow up and/or speak to a resident who has recently logged transfer documents with the land registry. **(02/23).**
- 7974 Staceys Farm Road registration: Cllr Mathisen advised that the land in the strip closest to the service road was not registered and the PC agreed that this should be registered as the village green lease covers the front third of the strip of land. Councillors formally agreed to the cost of c£900 to start the land registration process and the clerk has returned the signed instruction contract to Wellers. In response to Wellers request for information the clerk has forwarded background information to the legal team which the clerk has done. Due to the Parish Council's usual lawyer being on maternity leave there has been a delay from Wellers in progressing this. The clerk to follow up with Wellers Hedley. **(02/23).**
- 7908 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 and there has been no subsequent progress on this by Surrey CC despite the clerk chasing. The clerk has contacted Peper Harow Parish Meeting and asked them to contact Surrey CC on this matter given that the proposed location for the bus stop is in Peper Harow and the clerk has agreed to do this. **(02/23)**.
- 7975 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 October 2022 meeting, the clerk reported that WBC are have advised that the legal paperwork is in place and that WBC are seeking comparative quotes for the work. The project will go out to tender in March with the aim of the works being completed in summer 2023. **(02/23)**.
- 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)**.
- 7820 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 in November. **(10/22)**
- 7909 Preserve Our Reserve: NE are minded to agree with the PC’s suggestion that the link from BW504 to the reserve should be retained. An update meeting was held in December and Natural England advised the POR committee that the boardwalk was nearing completion and as such would be partially accessible by Christmas 2022. It was noted that Elstead PC needed to draw down the £98,000 funding promised via CIL funding. The clerk has contacted Natural England who must invoice the Parish Council who in turn will invoice Waverley Borough Council. It was explained that some of the monies that had been donated by residents would be used for benches and signage. It was slightly disappointing that Natural England were taking a long time to decide what to spend the donation on. **(01/23)**.
- 7976 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 was repaired (May) and tensioned in June 2022. The clerk has received an invoice which is contrary to what was agreed and has followed this up with Kompan. Kompan have not commented on the clerk’s response and the clerk to follow this matter up again. **(02/23)**.
- 7857 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 has followed this up with the insurance company but the case has still been unresolved. **(11/22)**.

- 7725 The clerk noted that the drain near Staceys farm Road was 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).**
- 7910 The Clerk received a quotation from a local contractor to service the zip wire. Councillors have approved the fee of £150 which it does under its powers to provide a wide range of recreational facilities (Local Government (Miscellaneous Provisions) Act 1976 s.19). The same contractor to provide a quotation to make good some of the wet pour. To repair the roundabout it will cost £1k plus labour. A new accessible roundabout will cost £13k and a replacement see saw £6.5k. Costs provided by Wicksted. It was agreed that the PC would wait until it received CIL funding and use this to replace the old play equipment. The zip wire has been serviced and the clerk is waiting for wetpour costs. **(12/22).**
- 7977 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 which the Recreational Trust have transferred to the Parish Council. Councillors agreed that subject to a working party being formed an event for the coronation should be planned. The clerk has advertised for people to step forward and join the committee. There had not been a lot of interest however following the clerk's recent post five people had stepped forward. A meeting has been held and there is only capacity to organise a coronation event this year. Monies will be held back for an event in 2024. **(02/23). Minute to be removed next month.**
- 7863 To note that the three Parish Council owned defibrillators have passed their annual service. New pads are needed for all and councillors approved the clerk to proceed and purchase replacements. The clerk has ordered the spare pads and these have now been delivered. **(02/23). Minute to be removed next month.**
- 7789 A resident reported on the unreliability of Stagecoach services to and from the village. The clerk to write to Stagecoach seeking an explanation. **(09/22).**
- 7864 A resident reported vehicles parking for the school run and causing an obstruction across Moors Lane. The clerk has contacted JR (Surrey CC) and asked for the h bars to be repainted. SCC have agreed and placed them on the list but could not confirm when this would happen. **(11/22).**
- 7865 The clerk reported road name plates that need repairing. The clerk has followed up but there has still been no response however it has been noted that the signs have been removed. **(11/22).**
- 7795 EVTC advised of vandalism and a break in. The clerk to ascertain if anything came up on the CCTV camera as this might question their efficacy. **(09/22).**
- 7912 A letter was received from a resident noting the increased usage of bikes along a footpath leading from West Hill to the Common. The clerk has spoken to SCC Countryside who will investigate what can be done and whether the gate (that was removed) can be reinstated which might help to detract people from cycling along the route. **(12/22).**
- 7914 Public Meeting following the wild fire: Cllr Murphy noted that neither representatives from Waverley BC nor NE attended the meeting which was disappointing. There are three issues that have arisen from the fire; 1) how to best share emergency information b) how to avoid fires in the future and c) how best can the local community help. Cllr Else noted that not much had happened from Surrey/WBC in terms of emergency planning since the Thursley Fire of 2020. Cllr Murphy noted that the Emergency Planning Officer for Surrey CC had attended the meeting and had learnt a lot about resident's feelings in this matter. Cllr Jacobs noted that it was important to develop an information system that works. There was a lengthy discussion regarding liability and GDPR and Cllr Rees advised

caution in terms of what the PC can and can't do with personal information. The clerk to speak to Cllr Mendelssohn to understand how the Thursley system works. Cllr Else is seeking to set up a meeting in the new year with Surrey CC and emergency response team. The clerk advised that Tilford and Frensham has been trying to set up a similar meeting and that all parishes should come together for one meeting. The clerk to advise Frensham PC. **(12/22) Minute to be removed next month**

7978 Cllr Murphy advised that he and the clerk had met with contractors working on the SGN project. The contractors had requested use of the Pavilion car park to store materials and a welfare unit however the clerk had suggested that Woolfords Lane Cemetery would be a better and safer location. The gas works have been completed by March 2023 – the clerk to check that the cemetery has been left in a satisfactory condition. **(02/23). Minute to be removed next month**

7916 Councillors agreed in principle that having looked after the picnic area for more than twenty years the clerk should request Wellers Hedley to start the land registration process. The clerk to contact Cllr Harmer to check that the land is not owned by Surrey / Surrey Highways first. The clerk to follow this up. **(12/22)**

7886 Bike park: A resident noted that feedback from the recent survey had been positive. 90% supported low cost outside leisure. 90% would support a bike area and 70% would use it. Most would use it ranging from daily to weekly. There had been four letters against the bike park who were concerned about noise and suggested that it was the wrong location. The objections were discussed at length and it was felt that the concerns expressed, while understandable, could be addressed through the instigation of effective controls. The resident asked whether the PC would support the project and suggested that replies could be sent to those who objected to it and also that it could be trialled for a month. It was advised that some monies have been promised for the project in the way of a donation. The project would be run via the British Cycling website which would offer membership and insurance. Bars would be erected to prevent motorbikes and the gate would be padlocked with members receiving a combination code to access the site. Rules would be visible and the site would not be accessible after a certain hour. Finally the resident advised that there was a constitution in place and that operating hours would be limited to weekends, and outside school hours but not in the dark. The majority of councillors present supported the proposal providing that it was securely fenced off and that should the project not continue the land would be returned to grassland at the end. It was agreed that a memorandum of understanding would be required which would set out the conditions of making over the land. Explanatory letters to be drafted to those who objected – letters to be sent to the clerk. **(11/22).**

7979 The clerk advised in the October meeting that a quote had been received from First Call for the tree work highlighted in the recent survey and works will be completed w/c 6<sup>th</sup> March 2023. A second quote was similar but slightly higher however the cemetery tree quote was cheaper so the clerk proposed that she would ask this company to undertake this part of the project and work will be completed w/c 27<sup>th</sup> February 2023. **(02/23).**

7932 The clerk noted that planning applications were being put forward for properties in Water Meadow Place and the clerk questioned if Peper Harow Parish Meeting looked at planning applications. The clerk to contact the clerk at Peper Harow. **(12/22).**

7931 The clerk shared photographs of unnecessarily strong lighting linked to a filming project where Skyfall was filmed. The clerk to write to WBC and MoD about taking care when granting filming permission. It was noted that filming permission is given retrospectively for film making yet as this is adjacent to a nature reserve greater attention should be given. **(12/22).**

## **11.0 WBC UPDATE**

7826 Cllrs Elses are seeking to get the footpath repaired along the Milford Road where the tarmac is disintegrating. Cllr J. Else advised that there had been no progress since October 2022. **(01/23).**

7944 Cllr J. Else advised that there had been a lot of issues regarding the reliability of No 46 bus and that she was in discussion with SCC over this. **(01/23)**.

7945 Cllr J Else advised that a workshop with Surrey Fire and rescue had been arranged for 3<sup>rd</sup> February 2023. Cllrs Murphy, Jacobs and the clerk to attend. **(01/23)**. **Minute to be removed next month.**

## **12.0 SCC UPDATE**

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

7878 Cllr Harmer noted that the Elstead-Milford cycle route needs a safe crossing over the A286 to allow children to cross. Cllr discussed various options but it was felt that crossing under the underpass would be the safest option. It was also suggested that the road should be reduced from 40 mph to 30 mph. Should this be the preferred route the underpass would need upgrading as it currently does not have any lighting.. **(10/22)**.

7946 Cllr Harmer noted that the SW Surrey parliamentary constituency was being split. **(01/23)**. **Minute to be removed next month.**

## **13.0 NEIGHBOURHOOD PLAN UPDATE**

7980 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. A follow up meeting was held in September with Cllrs Murphy and Jacobs, Mrs Davidsen, Mr Veasey and the clerk with Waverley BC Planning Policy and Legal. Learned Counsel's advice has been shared in full at the end of September with The Examiner and WBC reiterated that they were satisfied that all legal aspects of the plan have been met. There has been no response from the Examiner and The Clerk has followed this up with WBC who say they have again contacted the examiner. As a result of the lack of progress councillors have the clerk to contact ME (WBC) and ask him to telephone the Examiner which the clerk has done. ME has advised that despite calling the Examiner several times there has been no response. Cllr Murphy forwarded a strongly worded letter to ME (WBC). The Examiner has responded and still disagrees with Counsel's advice. It was agreed that Counsel would respond to the Examiner and if there has been no response a letter would be drafted to Jeremy Hunt asking for support. **(02/23)**.

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)**.

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

7981 Staceys Farm Road: OE are anxious to improve its appearance. Cllr Snape to formulate an improvement plan and a budget to be agreed for planting – all other works fall under the PC's responsibility for on-going maintenance. **(02/23)**.

#### **15.0 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 had contacted Surrey Police Speedwatch team who had 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 six 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)**.

7948 Zebra crossing: to change the crossing to a raised table with LD lighting will cost in excess of £30k. Councillors asked as a first stage whether LD beacons could be installed and then for the table to be installed at a later date. The clerk wrote to DK (SCC highways) copying Cllr Harmer. DK has responded to Cllr Snape stating that the proposal will be added to SCC's list of potential road safety schemes for design next financial year. SCC have not yet prioritised which schemes throughout the county they will be proceeding with as this will depend on the level of collisions and likely level of investment required. However SCC are aware that there have been a number of collisions through Elstead and SCC need to consider how to tackle this. Should the scheme be selected it is anticipated that design and consultation would take place next financial year and then implementation the following year. The clerk has asked DK if the beacons could be changed to LED in the interim. The clerk has reported the belisha beacon online @SSSC and will forward the report to highways as it has gone beyond the 28 day response lead time. **(01/23)**.

7949 Thursley Road repairs: 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 advised that there was no further progress on understanding when the resurfacing work was going to be scheduled. **(01/23)**.

7950 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. Cllr J. Elstead advised that originally BT's legal team have now advised that the school must pay £3,500 per annum plus legal fees if they wish to use the land. Cllrs Murphy and Else to draft a letter together. **(01/23)**.

7885 20 is plenty: it was noted that Witley appeared to have implemented this in some areas. 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. SCC are introducing 20 mph across some rural lanes in



Surrey. Cllr Harmer suggested that the road from Moors Lane to Copse Edge could be a candidate for 20mph and suggested that EVRS sub committee to liaise with AS (SCC) on this point. **(11/22)**.

#### **16.0 PRESERVE OUR RESERVE – BOARDWALK RE-OPENING EVENT**

7982 The work to reinstate the boardwalk has been completed. An informal re-opening event will take place on 1<sup>st</sup> April with the PoR patron as well as representatives from key organisations. The clerk to invite the local press. The clerk to follow up CIL payment with WBC. **(02/23)**.

#### **17.0 LOCAL ELECTIONS 2023**

7983 The clerk shared a co-option policy that has been used in other local councils. Councillors ratified the policy. The clerk advised that voter ID will be required in order for residents to vote. The clerk reminded councillors that the pre election period commences on 23<sup>rd</sup> March and during this time councillors must not post information it must come from The Parish Council as a whole. The clerk to post online and in the EVN about voter ID and asking if anyone would like to stand to be a councillor. **(02/23)**. **Minute to be removed next month.**

#### **18.0 KINGS CORONATION**

7984 Councillors agreed that it would not be possible to buy coronation souvenirs however it was noted that pupils at most schools would likely receive a memento of the occasion. The clerk explained that two village events had been arranged for the coronation, a seniors afternoon tea on Sunday 7<sup>th</sup> and a children's afternoon on Monday 8<sup>th</sup>. It was agreed that up to £500 would be given to each event with any further funding coming via sponsorship. The monies would come from the residue of the jubilee event that was being held over for a village fete which has not been arranged this year. **(02/23)**. **Minute to be removed next month.**

#### **19.0 UK SHARED PROSPERITY FUND**

7985 Information had been shared regarding a youth prosperity fund and it was agreed that they should be invited to attend the parish Assembly which is being held in May 2023. **(02/23)**. **Minute to be removed next month.**

#### **20.0 DEFIBRILLATOR**

7986 The clerk advised that the old style defibrillator cabinet at the village hall is leaking and councillors agreed to the cost of replacing this at c £600 included electrical work. The defibrillator is being protected in the meantime from the leak and is being checked regularly. **(02/23)**.

#### **21.0 PROGRESS REVIEW OF 22/23 ELSTEAD PARISH COUNCIL OBJECTIVES**

7987 The council had set the following objectives for 2022-2023. NHP completion – this has been delayed due to the Eaminer/WBC, consultation on a co-working space (delayed due to NHP being delayed), power on the green (achieved), village sign (achieved), tidy up Stacey Farm Meadow (work in progress), finalise Emergency Plan (completed), Reorganise Burford Lodge (pitches and general tidy) - )proposed pitch reorganisation but Sharks did not wish to change), finish cemetery building overhaul (completed). Councillors noted that SCC should commit to fix Thursley Road, road surface by the end of the financial year (still awaiting a date). It was agreed that some good progress had been made and those objectives not achieved were due to external sources. **(02/23)**. **Minute to be removed next month.**

#### **22.0 APPROVAL OF ANNUAL FINANCIAL RISK ASSESSMENT & GENERAL RISK ASSESSMENT 2023-2024**

7988 The generic and financial risk assessments 2023-2024 were circulated prior to the meeting with any changes highlighted. Councillors approved them **(02/23)**. **Minute to be removed next month.**

### **23.0 APPROVAL OF ANNUAL REVIEW OF ASSET REGISTER 2023-2024**

7989 The asset register 2023-2024 were circulated prior to the meeting with any proposed changes highlighted. Councillors noted a couple of additions and the clerk to amend for approval at the March meeting. **(02/23) Minute to be removed next month.**

### **24.0 APPROVAL OF PARISH COUNCIL INSURANCE PREMIUM**

7990 The clerk advised that the insurance premium had increased and had sought cross quotes from two other service providers. Councillors accepted the quotation of £1,600 from the current provider however the clerk to investigate if a more cost effective option is available. **(02/23).**

### **25.0 ANNUAL PARISH ASSEMBLY TO AGREE DATE AND FORMAT**

7991 It was agreed that the annual assembly would be held after the May Parish Council meeting on 22<sup>nd</sup> May 2023. Councillors agreed that the following speakers would be invited; The Youth prosperity fund, Hey Broadband, St James primary School, Elstead Sharks, Elstead Cricket Club. **(02/23)**

### **26.0 REPORTS AND CORRESPONDENCE**

7992 A press release stating that on April 1st 2023, Surrey County Council (SCC) will take over responsibility for Environmental Maintenance (grass cutting, weed spraying and treatment of noxious weeds) across the whole of the County. **(02/23) Minute to be removed next month.**

7993 A resident reported overflowing bins at The Cemetery, The Moat and Red House Farm. The clerk contacted WBC environmental team as two of the bins are being emptied by Biffa. The new collection as paid for by the PC has commenced at the cemetery. The clerk noted that there has also been uncollected waste at Thursley Road rec. **(02/23) Minute to be removed next month.**

7994 A resident asked if there was an update on the Springfield development as there had been no information for residents for over a year. The clerk to contact WBC. **(02/23)**

7995 A resident reported a blown out tyre as a result of a pothole. The clerk advised that the resident must contact SCC Highways on this matter. **(02/23) Minute to be removed next month.**

7996 EVTC asked if a banner could be placed to advertise their upcoming open morning. It was agreed that it could be placed on the courts 4 and 5 nets but not by the entrance to Gala Lane as it was a junction with limited visibility. **(02/23) Minute to be removed next month.**

7997 SCC wrote regarding parking by the cricket ground during football matches. It was agreed that SCC would contact residents to ask if they could park on the rec side of the road during sporting events. **(02/23) Minute to be removed next month**

7998 The clerk received a wildfire preparedness leaflet from SCC which will be posted on the noticeboards. **(02/23) Minute to be removed next month.**

7999 A survey regarding dog fouling and control was received. **(02/23) Minute to be removed next month.**

8000 Information that Your Fund Surrey will accept smaller projects was received. **(02/23) Minute to be removed next month.**

8001 Information on the consultation on the Surrey Hills AONB boundary review was received. **(02/23) Minute to be removed next month.**

### **27.0 FINANCE**

- 8002 Bank balances to end of January were circulated in advance of the meeting and are £15,038.41 deposit account and £91,347.50 current account. 32 day notice account for POR monies is £55,534.09. **(02/23) Minute to be removed next month.**
- 8003 Accounts for payment for February 2023 were circulated in advance of the meeting. Cheques have been raised totalling £3,018.48 of which 2 x cheque are greater than £500 as listed below. **(02/23) Minute to be removed next month.**
- 8004 Financial expenditure to date was circulated in advance of the meeting. It showed that at the end of February the council had received £109,464.45 more in income versus its budget and had spent £102,989.64. The clerk noted that outstanding expenditure included the insurance renewal at C £1500 and website renewals c£300. There has been an overspend in admin/legal due to the advice received from lawyers in April at a cost of £2k which had not been budgeted for. The clerk advised that all the month end reconciliation up to the end of January tallied. **(01/23) Minute to be removed next month.**

### ACCOUNTS FOR PAYMENT - FEBRUARY 2023

Cheque no	Payee	Purpose	Amount
4672	The Play Inspection Company	Annual Inspection	£315.00
4673	Maxwell Ltd	Salary Preparation	£72.00
4674	Juliet Williams	February Salary 1 of 2	£999.00
4675	Juliet Williams	February Salary 2 of 2	£707.52
4676	Juliet Williams	February Expenses	£35.85
4677	Quality Land Service Ltd	Bin Emptying	£242.22
4678	Pat Murphy	Chairman's allowance	£250.00
4679	Leif Davidsen	Councillor allowance	£30.00
4680	Jane Jacobs	Councillor allowance	£30.00
4681	John Mathisen	Councillor allowance	£30.00
4682	Roger Gardner	Councillor allowance	£30.00
4683	Richard Rees	Councillor allowance	£30.00
4684	Stefan Reynolds	Councillor allowance	£30.00
4685	Diane Snape	Councillor allowance	£30.00
4686	Elstead Village Halls	Hall Hire	£18.50
4687	Castle Water Limited	Water charges 1.4.2023-31.03.2024	168.39
			<b>£3,018.48</b>

### 28.0 MATTERS RAISED BY MEMBERS

- 8005 Cllr Jacobs asked that the VDS be removed from matters arising as this could not be developed following in changes in planning law and a lack of resource in WBC planning policy. **(02/23). Minute to be removed next month.**
- 8006 Cllr Snape asked what was the situation with the bike park as she was attending the EVAA AGM. The clerk advised that it was possible that planning permission would be needed and was seeking an answer on this. **(02/23). Minute to be removed next month.**

- 8007 Cllr Davidsen noted the condition of the grazing field opposite the Mill. Cllr Murphy advise that the landowner could evict them and/or serve a notice however the landlord live d in London and had been reticent to do anything when the clerk had written to him previously. **(02/23). Minute to be removed next month.**
- 8008 Cllr Davidsen noted that there would be tree works commencing on the triangle opposite Lex Farm in April 2023. **(02/23). Minute to be removed next month.**
- 8009 Cllr Davidsen noted that there high water levels on Thursley common. **(02/23). Minute to be removed next month.**
- 8010 Cllr Mathisen noted that the RBL dedications sign needed to be cleaned. **(02/23). Minute to be removed next month.**
- 8011 Cllr Mathisen noted that the hedge by the yc needed cutting back as soon as possible. The clerk to liaise with the village hall committee. **(02/23). Minute to be removed next month.**
- 8012 Cllr Mathisen noted that the website needed to be updated. **(02/23). Minute to be removed next month.**

**29.0 EXEMPT BUSINESS – TO THE EXCLUSION OF THE PUBLIC AND PRESS**

**Meeting closed at 10.20 pm**