



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

**Monday 16th January 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**

- 7938 A member of the public reported the lack of parking and also churned up roads in front of the surgery and asked whether a further lay-by could be installed. Cllr Murphy advised that a lay-by had been examined prior to the installation of the lay-by opposite the surgery however there were a lot of services in that area and as a result SCC had said it was too expensive. Cllr Murphy added that the Parish Council would support a lay-by should the proposal come forward. Cllr Murphy advised that the land belonged to WBC but that SCC would have to fund it. The last lay-by created c 2015 had cost £30k. **(01/23). Minute to be removed next month.**
- 7939 A resident noted their frustration at the on-going water problem running down Seale Lane. The resident advised that one drain was blocked and that there was a blockage from Three Barrows to Turners Farm. The resident added that despite there having been numerous discussions with SCC over several years the problem remained unresolved. Cllr Harmer suggested that the clerk should contact him to discuss the matter further. **(01/23).**

**1.0 QUESTION AND ANSWER SESSIONS WITH CLLR FOLLOWS, LEADER OF WBC AND SCC**

Cllr Follows was welcomed to the meeting. Cllr Murphy explained that he had been a councillor for over twenty years and felt that the relationship between the parish and the borough council had changed. The precept over twenty years ago was £18k whereas now it was £72k. Cllr Murphy noted that Elstead Parish Council is having to undertake more tasks on behalf of both the Borough and County Council. Elstead accounts for c 2.1% of WBC's population and it is estimated that Elstead contributes £300,000 in revenue, excluding car parking receipts. In return Elstead PC believes that Elstead receive £100,000 so the question is where does the remaining money go and what does it fund? The four Town Councils do not have to pay for their recreational facilities as this is funded by Waverley whereas parishes have to fund theirs. Recently Elstead spent £40,000 on three new pieces of play equipment. Parishes used to receive a compensatory grant however this has been phased out. It is extremely unfair that the parishes with smaller precepts should have to pay for their facilities whereas the towns do not have to pay for theirs. Cllr Follows advised that WBC did not get direct grants from central government for recreational facilities and that grants came through piecemeal. Following Cllr Murphy's request Cllr Follows agreed to find out how much each town council / WBC pays for recreational facilities as the policy should be consistently and fairly applied across the borough.

Cllr Murphy advised that there have been significant delays in getting responses to issues and cited the village green land transfer which has taken four years and resulted in numerous chasing emails from Elstead PC. Cllr Follows advised that there had been a number of issues predominantly down to staffing and that land transfers have now been redressed. Cllr Follows added that there was a new Monitoring Officer. The clerk advised that it was simply not acceptable for the level of chasing up that had to be done by clerks and a resident asked would it not be possible for clerks and office to have a messaging system e.g Slack to aid communication. Cllr Follows agreed that a messaging system could be beneficial.

Cllr Murphy added that there had been a catalogue of issue with the planning department as a whole and Cllr Follows noted this and explained that the team was lacking a number of planning officers and that there had been a lot of changes within the team. A new business development manager had been employed to iron out some of the issues and improvements could be seen and KPI's were being published on the website. Following the merger with Guildford a new Head of Planning had been recruited to oversee both councils. It was anticipated that with more direction, service levels would improve.

Cllr Murphy highlighted the impasse with the Elstead & Weyburn Neighbourhood Plan and stated that it was a question of competence. Cllr Murphy explained that WBC had granted legal authority to the joint neighbourhood plan seven years ago but that this is now being questioned by the Examiner. WBC have sought legal advice on this matter which the Examiner, who is not a legal expert, continues to reject. As such the NHP has been "stuck" for over a year which means that currently Elstead are unable to provide houses as per the quota. Cllr Follows confirmed that he read the Legal Counsel's advice and had asked Planning and Legal for an update as to whether the Executive *could* have authorised this and to understand how to push the plan forwards.

Cllr Murphy noted that the 'No Mow May' initiative had been very badly managed in Elstead and instead led to a mess everywhere with some areas cut and others left to grow long leading to a general state of unruliness. It was noted that the Parish Council had received a number of complaints from residents regarding the state of the uncut grassed areas notably those communal areas in Broomfield and Springfield. Last year the PC was advised that Elstead would receive eight cuts but in reality Elstead did not receive that quantity. Cllr Follows advised that SCC have taken back some of the highway verge maintenance. Cllr Follows noted that there had been issues with the contract and advised that the contract would be applied more vigorously moving forward. The clerk noted that she had asked WBC Head of Environment for schedules for street cleaning for example but was told that it was not possible for this to be shared. Cllr Follows explained that both grass cutting and street cleaning schedules should be shared - the clerk to contact WBC copying Cllr Follows.

Members of the public were invited to raise any points.

A resident emphasised the issues that they had experienced with the planning e.g general lack of quality of control with regards planning applications i.e. plans not showing what they should show, proximity to the SPA not being taken into consideration and an over reliance on the public to point some things out. Regarding quality control, Cllr Follows advised that in 2020 WBC had introduced a 'checklist' to ensure that all planning applications contained the same information. By 2022 the checklist had still not been universally adopted however it is in place now. Cllr Follows explained that officers should be able to explain why something has not been included that is on the checklist. The resident added that planning enforcement had been ineffective and that there were a number of examples where information had been shared with the department but no or limited action had been taken. Cllr Follows asked that example of planning issues should be sent to him. The clerk to compile a list.

A resident noted concern that the Farnham Infrastructure plan was about to be signed off with little consultation and that it was going to result in the discontinuation of one bus stop which was an important interchange for several bus routes. It would also mean that the no 46 would have nowhere to park in Farnham and this was affect residents in Elstead and beyond come to Farnham. Cllr Follows

advised that Farnham TC have been in discussions with SCC about this however this has not involved WBC.

Cllr Follows was thanked by Cllr Murphy for attending the meeting.

*Cllr Follows left 8.45pm*

## **2.0 APOLOGIES FOR ABSENCE**

7940 Apologies for absence were received from Cllrs Rees which members accepted. **(01/23). Minute to be removed next month.**

## **3.0 DECLARATIONS OF INTEREST**

7941 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. **(01/23). Minute to be removed next month.**

## **4.0 APPROVAL OF MINUTES OF PC MEETING HELD 12th DECEMBER 2022**

7942 The minutes of the Parish Council meeting held on 12th December 2022 were agreed and signed by the Chairman. **(01/23). Minute to be removed next month.**

## **5.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 12th DECEMBER 2022**

7943 The minutes of the Planning Committee meeting held on 12th December 2022 were agreed and were signed by the Chairman. **(01/23). Minute to be removed next month.**

## **6.0 MATTERS ARISING – progress was not discussed in the meeting due to time constraints**

7905 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. **(12/22).**

7906 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 2019 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 placed in the Farnham Herald in September 2021 announcing that WBC were to transfer the land to Elstead PC for £1. The

- Clerk has returned the Parish Council's signed papers to WBC Legal and has chased for the papers to be returned with WBC's signature. The clerk has followed it up again and is still waiting for the papers to be sealed and returned to her. **(12/22)**.
- 7907 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. **(12/22)**.
- 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. Councillors asked the clerk to contact Peper Harow Parish Meeting and ask them to contact Surrey CC on this matter given that the proposed location for the bus stop is in Peper Harow. **(12/22)**.
- 7819 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. **(10/22)**.
- 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)**.
- 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)**.
- 7856 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. **(11/22)**.
- 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 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)**.
- 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)**.
- 7911 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 clerks recent post five people had stepped forward. The clerk to call a meeting with members of the committee. **(12/22)**.
- 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 but they are currently out of stock. **(11/22)**.
- 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)**.
- 7913 Members of the POR working party met on 23<sup>rd</sup> September. Unfortunately NE were not able to attend and Cllr Mendelsohn read out a report on their behalf. NE advised that boardwalk reconstruction work had started. The clerk to liaise with WBC over CIL payments for the project. The clerk discussed the PoR bank account with the Parish Council's accountant who advised that as long as the funds were quite separate and that it was noted what these monies were being used for them then it was acceptable to still have the funds in a separate bank account. **(01/23). Minute to be removed next month.**
- 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 Mendelsohn 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)**
- 7868 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 work has now started and is expected to be completed by March 2023. **(11/22)**.
- 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)**.

7888 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. As a lot of work is required the clerk to seek comparative quotes however councillors agreed that if the clerk could instruct First Call in the event their quote was the cheapest. The cost of c£10,000 is agreed under the Parish Councils powers to maintain land for open spaces (Open Spaces Act 1906 ss9 and 10). A letter to be sent to residents along Stacey Farm Road before any tree works commence. The clerk confirmed in the November meeting that she had sought three additional quotes – one person had not responded and one person had decided not to quote. 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. First Call have confirmed that they will undertake the works c. 6<sup>th</sup> March 2023 but would likely do small bits in between jobs. **(11/22)**.

7876 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 to pay for their own recreational facilities. Issue to be addressed when Cllr Follows attends the Parish Council meeting. **(01/23)**. **Minute to be removed next month.**

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)**.

## **7.0 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)**.

## **8.0 SCC UPDATE**

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

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.**

## **9.0 NEIGHBOURHOOD PLAN UPDATE**

7921 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. It was agreed that Cllr Murphy would draft a strongly worded letter which he would send to ME in the clerk's absence. **(12/22)**.

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)**

7947 Christmas Tree Lighting: It was noted that the event had been a great success and OE were thanked for their hard work in pulling it together and arranging the Christmas Tree Lights. **(01/23)**. **Minute to be removed next month.**

7782 Staceys Farm Road: OE are anxious to improve its appearance. Cllr Snape to formulate an improvement plan. **(09/22)**.

#### **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 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)**.

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

7951 Agenda item carried over to next month due to meeting time constraints **(01/23)**. **Minute to be removed next month.**

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

7952 The clerk advised that she is still waiting for the Surrey ALC to confirm when the May meeting could be held. It was agreed that the meeting should if allowed be held on 22<sup>nd</sup> May and that it would be a short Annual parish Meeting followed by the Annual Parish Assembly. Topics for the Assembly to be agreed at the next meeting. **(01/23)**

## **14.0 REPORTS AND CORRESPONDENCE**

7953 A resident reported an overflowing bin at the cemetery. The clerk advised the resident that the PC had instructed the Burford Lodge waste contractor to take over the emptying of the bin and was waiting for the contractor to start. **(01/23) minute to be removed next month.**

7954 A resident asked on the progress of the NHP. The clerk responded and advised that it was with WBC awaiting the resolution of a legal point before it could be examined. **(01/23) minute to be removed next month.**

7955 A resident asked about notifications as to where the defibrillators were and whether the 999 response needed to be checked. The clerk advised that a professional checks the defibrillators weekly and that SECAMB are fully aware of the defibrillators/ The clerk advised that she would put up a notice on the noticeboard alerting people as to where the defibrillators are. **(01/23) minute to be removed next month.**

#### 15.0 FINANCE

7956 Bank balances to end of December were circulated in advance of the meeting and are £15,031 deposit account and £94,305.87 current account. 32 day notice account for PR monies is £55,465.95. **(01/23) Minute to be removed next month.**

7957 Accounts for payment for January 2023 were circulated in advance of the meeting. Cheques have been raised totalling £3,743.98 of which 3 x cheque are greater than £500 as listed below. **(01/23) Minute to be removed next month.**

7958 Financial expenditure to date was circulated in advance of the meeting. It showed that at 75% time gone the council had received £10,000 more in income versus its budget and had spent £93.7k versus a budget of £94.8k. The clerk noted that aside from salaries most expenditure from front end weighted and that the end of the year there would not be much difference in terms of actual expenditure versus budget as some of the donations had received against the expenditure. The clerk advised that all the month end reconciliation up to the end of December tallied. **(01/23) Minute to be removed next month.**

7959 The clerk advised that the budget along with the precept request had been submitted to WBC. **(01/23) Minute to be removed next month.**

7960 The clerk confirmed that the annual charity return for The Smiths Charity would be submitted before the end of the month. **(01/23) Minute to be removed next month.**

#### ACCOUNTS FOR PAYMENT - JANUARY 2023

Cheque no	Payee	Purpose	Amount
4662	Juliet Williams for Smiths charity	Smiths Charity	£157.00
4663	VOID	VOID	£0.00
4664	Smiths Charity Payee	Smiths Charity	£157.00
4665	Smiths Charity Payee	Smiths Charity	£157.00
4666	Juliet Williams	Salary 1 of 2 January	£999.00
4667	Juliet Williams	Salary 2 of 2 January	£707.52
4668	Richard Knight	Take down Christmas tree, install EVTC sign	£152.75
4669	Elstead Village Hall	hall booking for January meeting	£17.50
4670	Juliet Williams	January expenses	£26.29
4671	Grasstex Ltd	Grass Cutting Services	£1,369.92
			<b>£3,743.98</b>

#### 16.0 MATTERS RAISED BY MEMBERS

7961 There were no matters raised by Members of the Council. **(01/23). Minute to be removed next month.**

**Meeting closed at 9.45 pm**