



ELSTEAD PARISH COUNCIL
Minutes of the Monthly Parish Meeting

Monday 21st November 2022 at 7.30pm
Held at Elstead Youth Centre

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

Mrs J. Williams (Clerk)

PUBLIC QUESTION TIME

7846 Following the recent public meetings concerned with the wild fires of summer 2022, a resident had circulated questions and opinions in advance of the meeting which he had advised were intended to be constructive. It was noted that Cllr J Else had taken the lead on the discussions with fire and emergency authorities and was trying to arrange a cross agency meeting but as yet there was not a date. Cllr Murphy explained that there were three issues: a) what can the PC do to improve information flow b) what does the LA need/want the PC to do and c) what can be done to prevent future wild fires. Cllr Murphy added that the cross agency meeting was important as the PC needed to be clear that the LA would be able to send the PC information and emergency updates in the first instance as it was pointless the PC disseminating information that was incorrect and unreliable. Cllr Murphy added that the Parish Council is not an emergency response authority – it does not have either the authority or the resources; for example, the clerk is not employed on a full time bases and therefore might be away in the event of an emergency and councillors are all volunteers. Cllr Jacobs noted that from a GDPR it might be problematic to hold lists and numbers of people however the Parish Council could encourage streets to set up their own unofficial whatsapp groups to share information. The resident noted that flooding and power outages were other emergencies. Cllr Murphy highlighted the recent power cut and explained that SSEN had a very effective system for keep him updated once he had logged the fault. It was agreed that the clerk would post a list of emergency numbers on the website, notice boards, EVN and facebook. The resident concluded by noting that there had been complaints of flooding in Westhill after the recent rain fall. The clerk highlighted that the parish council are happy to contact SCC on behalf of residents however residents need to contact the PC directly as the PC does not monitor facebook. The resident was thanked for hid feedback and thoughts. **(11/22). Minute to be removed next month.**

1.0 APOLOGIES FOR ABSENCE

7847 Apologies for absence were received from Cllrs Rees and Webster which members accepted. The clerk advised that Clr Webster had been unable to attend a number of sessions and as such the clerk believed that the rule of six months applied. The clerk to liaise with Cllr Webster. **(11/22). Minute to be removed next month.**

2.0 DECLARATIONS OF INTEREST

7848 No other councillors declared any (a) Personal, (b) Prejudicial interests which they are required to disclose by section 94(1) of the Local Government Act 1972 and in accordance with The Parish Council (Model Code of Conduct) Order 2018. **(11/22). Minute to be removed next month.**

3.0 APPROVAL OF MINUTES OF PC MEETING HELD 17th OCTOBER 2022

7849 The minutes of the Parish Council meeting held on 17th October 2022 were agreed and signed by the Chairman. **(11/22). Minute to be removed next month.**

4.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 17th OCTOBER 2022

7850 The minutes of the Planning Committee meeting held on 17th October 2022 were agreed and were signed by the Chairman. **(11/22). Minute to be removed next month.**

5.0 APPROVAL OF MINUTES OF FINANCE MEETING MINUTES HELD 18th NOVEMBER 2022

7851 The minutes of the Planning Committee meeting held on 18th November 2022 were agreed and were signed by the Chairman. **(11/22). Minute to be removed next month.**

6.0 MATTERS ARISING

7852 FP64: Cllr P Murphy attended and spoke at the Waverley Local Committee meeting held on 13th March 2020. The local committee unanimously found in favour of the two diversions. The Clerk has written to SCC Countryside who replied explaining that the existing temporary closure will have to be extended until such time as social distancing is relaxed. Once everything is back to normal the diversion order will be made and there will be a formal consultation period. If objections are received during this period and cannot be resolved SCC will have to refer the order to the Secretary of State for determination. Determination can take the form of written representations, formal hearing, or a Public Inquiry. If there are no sustained objections, SCC can confirm the order and the footpath will have been legally diverted (although works may have to be carried out to make the new route suitable for the public). Cllr Mathisen suggested that the EA had neglected to clear tree debris and Cllr Murphy added that another tree had caused scouring to the bank. After many months of chasing Surrey CC have served notice of the order for the footpath diversion on 16th 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 to forward her letter to Cllr Harmer who will follow it up with officers. **(11/22).**

7853 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 to follow up again. **(11/22).**

7854 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. **(11/22).**

- 7818 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 as there has been no subsequent progress on this by Surrey CC despite the clerk chasing. **(10/22)**.
- 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 17th-21st January 2022 and several blockages were identified. Some remedial work has been completed from Orchard Close to Springfield and at Beggars Folly. WBC have submitted a proposal to SCC to replace the pipework with larger pipework as there are a number of breaks. 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)**
- 7822 Preserve Our Reserve: A working party meeting was held on 16th June. NE are minded to agree with the PC’s suggestion that the link from BW504 to the reserve should be retained. Funding of £98k (WBC CIL), £55k (donations) and £150k NE are confirmed. NE have made progress and a planning application has been submitted to enable to restoration work to commence. Work is expected to now start in January 2022. The estimated cost of the project has increased to £500,000. The planning application has finally been determined and received approval. Work will start in Autumn. **(10/22)**.
- 7855 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 the insurance company several times

- to no avail. The Parish Council agreed to proceed and order a replacement sign. **(11/22). Minute to be removed next month.**
- 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).**
- 7858 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 that candidates for the 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. **(11/22). Minute to be removed as covered under agenda item 13.**
- 7859 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. **(11/22).**
- 7860 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 has not been a lot of interest and the clerk will post one more facebook post inviting volunteers to step forward. **(11/22).**

- 7861 Meeting with the leader of WBC: Before covid the then leader of Waverley BC was keen to meet with parishes. It was agreed that as there have been several issues the clerk should write to Cllr follows inviting him to attend a parish council meeting. The clerk has followed this up but there has been response. **(11/22)**.
- 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)**.
- 7866 Complaints were received from residents regarding chaotic parking at football matches being held at Thursley Road Rec. The clerk/Cllr Murphy had put forward some suggestions of alleviating the problems based on other clubs and Cllr Murphy/the clerk to meet with a member of the Sharks on 3rd October. Cllr Mathisen suggested that cars should be encouraged to park alongside the properties and not the rec as it made it easier for residents to drive out of their driveways. The clerk advised that the sharks are putting out cones which has hopefully resolved the issue. **(11/22)**. **Minute to be removed next month.**
- 7797 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 to speak to a local cycling expert for advice on what can be done. **(09/22)**.
- 7823 Members of the POR working party met on 23rd 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 to discuss the PoR bank account set up with the Parish Council's accountant. **(10/22)**.
- 7867 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. **(11/22)**
- 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)**.

7869 The clerk confirmed that following the recent playground inspection the spire net had been graded “medium” risk. The clerk explained that there were safety issues following the recent work that had been undertaken. The clerk has shared the inspection report with Kompan who have assessed the spire net and will replace the defective connectors. **(11/22)**

7870 Councillors agreed in principal 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. **(11/22)**

7871 Cllr Murphy noted that as yet it had not been agreed whether or not there would be a Bank Holiday. The clerk to advertise the fact that the PC are happy to facilitate an event but need someone to step forward and lead / organise it. 4 residents have stepped forward. The clerk to arrange a preliminary committee meeting. **(11/22). Minute to be merged with 7860**

7.0 REPORT FOLLOWING THE WESTERN VILLAGE MEETING HELD 8TH NOVEMBER 2022

7872 Cllr Murphy attended the meeting. Clerks are advised to ensure any issues should be reported online as it makes it easier for Surrey CC to follow up when issues exceed the 28 day target response time. The clerk noted that there were not always relevant boxes against which to report a problem. **(11/02). Minute to be removed next month.**

7873 Thursley Road resurfacing: Cllr Murphy highlighted the state of the road surface and MC (SCC Highways) confirmed that she would discuss with the engineer. Cllr Harmer has spoken to the portfolio holder who has intimated it ill be included in the next financial year’s works calendar. The Parish Council remains cautiously optimistic. **(11/22). Minute to be removed and merged with minute 7736**

7874 Zebra crossing: to change the crossing with a raised table 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 to write to DK (SCC highways) copying Cllr Harmer. **(11/22).**

8.0 REPORT FOLLOWING THE HUG MEETING HELD 26TH OCTOBER 2022

7875 Cllrs Mathisen and Jacobs attended the meeting and a report was circulated following the meeting. Cllr Jacobs noted surprise that Thursley were unhappy about a Landmarc vehicle going through their village. Cllr Murphy noted that there has been much work extending the firebreaks although it was thought that this had happened whilst the fire was ablaze. Cllr Mathisen noted that MOD are investigating better fire breaks. The clerk had requested information about the fire under the FOI Act, however the report which the clerk circulated did not provide any new information. **(11/22). Minuue to be removed next month.**

9.0 WBC UPDATE

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. **(11/22).**

7826 Cllrs Elses are seeking to get the footpath repaired along the Milford Road where the tarmac is disintegrating. **(10/22).**

10.0 SCC UPDATE

7877 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. There has been no further information on either and the clerk to follow up again. **(11/22). Minute to be merged with minute 7736**

- 6004 Cllr Mathisen raised the issue of Fullbrook 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. **(11/22). Minute to be removed next month as covered in 7828.**
- 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).**
- 7879 Local Committees no longer exist and Cllr Harmer to circulate a note explaining how this will work in the future. **One option is to divide Surrey into towncentric areas and to hold frequent public meetings. (11/22).**

11.0 NEIGHBOURHOOD PLAN UPDATE

- 7880 The consultant that the PC had engaged has left Nexus. The PC is out of contract with Nexus and the consultant is happy to continue to represent the PC until the plan is adopted. Councillors agreed that they were happy with this proposal. **(11/22). Minute to be removed next month.**
- 7881 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 22nd 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 asked the clerk to contact ME (WBC) and ask him to telephone the Examiner otherwise councillors have suggested the matter should be escalated. **(11/22).**
- 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).**

12.0 OUR ELSTEAD UPDATE (OE)

- 7781 Design Awards: Cllr Mathisen noted that the new village sign had been shortlisted for The Waverley Borough Council People's Choice Award following a successful application. Voting closes on 28th November 2022. The clerk to share on facebook and on the website and encourage residents to vote. **(09/22)**.
- 7782 Staceys Farm Road: OE are anxious to improve its appearance. Cllr Snape to formulate an improvement plan. **(09/22)**.
- 7882 Christmas Lights: Cllr Mathisen advised that three quotations had been sought. It was agreed to use Light Angels who will install, remove and store the lights. The PC will need to enter into a three year contract with Light Angels. The total costs including RK's time is c £1,100 which the Parish Council approved under its powers for the provision of entertainment (Localism Act 2011 ss.18). **(11/22)**.
- 7883 Christmas Tree Lighting Event: It was agreed that this would take place on 2nd December 2022. A tree has been selected from Oxenford Farm and the Spar have kindly provided a £200 voucher towards food and drink for the event. The scouts and PTA will provide support and monies raised will go to the PTA. A stage will be erected on the green and the choir from St James Primary School will sing. Any councillors who can spare time to marshal, should advise Cllr Mathisen. **(10/22)**.

13.0 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 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 the road was scheduled to be dug up to replace the gas mains no works would be scheduled before March 2023. **(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)**

7884 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. **(11/22). Minute to be removed next month.**

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).**

13.0 ELSTEAD BIKE PARK

7886 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).**

14.0 ELSTEAD PC FLOODLIGHT PROPOSAL

7887 Elstead Football Club have requested permission to use portable floodlights. They have successfully applied for a grant to have their own lights. Their lights are portable and battery operated so there are no trip hazards with the cable. All agreed that Elstead FC should be allowed to use the floodlights at Burford Lodge in accordance with the terms of the current floodlights agreement. The clerk to share with their president. **(11/22). Minute to be removed next month.**

15.0 WORKS ARISING FROM RECENT TREE SURVEY

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. 6th March 2023 but would likely do small bits in between jobs. **(11/22).**

16.0 MEETING DATES 2023

7889 The clerk circulated meetings dates for 2023 prior to the meeting. The clerk advised that she was waiting for guidance from NALC as to when the Annual May Meeting and Annual Parish Assembly could be held in view of the local elections and bank holiday. The other dates were approved. **(11/22). Minute to be removed next month.**

17.0 REPORTS AND CORRESPONDENCE

7890 A ditch had become congested and WBC had cleared it but forgotten to replace the grill. As a result following the recent deluge the culvert became blocked and there was localised flooding in Hazlewood and at EVTC. The clerk met ML (WBC) and liaised with WBC engineers. The blockage was removed fairly swiftly. **(11/22). Minute to be removed next month.**

7891 Following the report to SCC that the drains were blocked on the Milford Road service road (by Gala Lane) SCC had sent jetters to clear the gullies which were causing flooding and preventing a resident from accessing their property. SCC believe the gullies to be the PC's responsibility but the clerk had checked the land registry and it was clear that the two by the junction were not the responsibility of the PC. The clerk to write to Councillor Harmer. **(11/22). Minute to be removed next month.**

7892 The clerk advised that kissing gate at the top of FP61 by Lower Ham Lane had been removed by SCC., SCC advised that it was rotten and are replacing it. They are also repairing a bridge along the footpath. A date for the works has not been advised. **(11/22).**

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

7893 The clerk advised that October accounts had been reconciled correctly and checked by Cllr Jacobs. The reconciliation was signed. **(11/22) Minute to be removed next month.**

7894 Bank balance as per statements to 31st October 2022: Current account £123,993.69. Deposit account £15,026.94. 32 day notice account: £55,362.06. A business review of YTC v budget had been circulated to cllrs before the meeting. **(11/22) Minute to be removed next month.**

7895 Accounts for payment for November 2022 were circulated in advance of the meeting. cheques have been raised totalling £15,063.92 of which 6 x cheque are greater than £500 as listed below. **(11/22) Minute to be removed next month.**

7896 Draft budget 2023-2023: the draft budget had been circulated to councillors in advance of the meeting. The finance sub-committee had discussed each area in detail and had decided that in view of the financial pressures facing households a modest precept increase of c 2% to £72,000 would be put forward. Councillors approved the proposals. The clerk to submit the precept request to WBC. One councillor noted that the income the PC received from the Backland Field would be reduced by c £1k if the Bike Park should proceed however another councillor noted that the council had just agreed to spend £1k on Christmas. **(11/22) Minute to be removed next month.**

7897 Clerks pay award: NALC had shared the pay award which is effective from April 2022. Councillors agreed that the clerk should go to the next SCP which is the final SCP of this category. The new hourly rate will be £19.90 and this is backdated to April 2022. **(11/22) Minute to be removed next month.**

7898 Councillors were asked whether they would opt in or to opt out of the SAA external audit. At the Clerk's recommendation Councillors agreed to opt in. **(11/22) Minute to be removed next month.**

ACCOUNTS FOR PAYMENT - NOVEMBER 2022

Cheque no	Payee	Purpose	Amount
4597	Royal British Legion	Poppy Appeal	£25.00
4598	Quality Irrigation Ltd	Irrigation for Thursley Road paid by Your Fund	£7,264.20
DD	PWLB	ETRT LOAN	£942.17
4599	Quality land ServicesLtd	Bin Emptying Burford Lodge Rec	£120.00
4600	Juliet Williams	November salary 1 / 2	£999.00
4601	Juliet Williams	November salary 2 / 2	£601.98
4602	Imperative training Ltd	3 xs spare pads for defibrilators	£189.00
4603	Elstead village Halls	hall hire for November meeting	£17.50
4604	Patrick Murphy	Chairmans allowance	£250.00
4605	Richard Knight	Inv RK0579 various maitenance	£635.78
4606	Richard Knight	Inv RK0580 woolfords lane	£113.00
4607	One Six Events Ltd	Repalcement too chq 4461. Jubilee village event	£3,876.00
4608	Juliet Williams	expenses November	£30.29
			£15,063.92

19.0 MATTERS RAISED BY MEMBERS

7899 There were no matters raised. **(11/22). Minute to be removed next month.**

20.0 EXEMPT BUSINESS – TO THE EXCLUSION OF THE PUBLIC AND PRESS

Meeting closed at 10.20 pm