



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

**Monday 18th September 2023 at 7.30pm**  
**Held at Elstead Youth Centre**

**Attendees:** Cllr P. Murphy (Chair) Cllr J. Jacobs Cllr L. Davidsen  
Cllr A. Goundry Cllr A. Hampshire  
Cllr J. Holroyd Cllr M. Lass Cllr R. Muir

Mrs J. Williams (Clerk)  
Cllr G Long, 3 x MOP's

**QUESTIONS FROM MEMBERS OF THE PUBLIC**

8252 A resident asked for an update on Bonfire Hill and was concerned at the debris that was currently on the land. Cllr Murphy advised that he understood that contracts had been signed for the land and that it was the new owner's intention to pass the land over to the Parish Council. The land was in a terrible state and that the landowner should have taken responsibility for monitoring this. **(07/23). Minute to be removed next month.**

8253 A resident asked for an update on the proposed bike park. The clerk advised that the committee were in the process of ascertaining what the overall cost would be and whether planning permission was going to be required. The resident noted that there was a covenant on the land that prevented anything that caused a nuisance. Cllr Murphy noted that the PC had given their approval in principle to make the land available subject to several conditions being met. **(09/23). Minute to be removed next month.**

8254 A member of the sharks committee asked whether it was possible to provide further parking space to help with the match parking problem and suggested that a protective cover could be put on the grassed recreational area which would allow more parking space. It was noted that other solutions were being sought to ameliorate the situation including asking Tanshire Park for access to their parking (which away teams could use) and the use of volunteers to work as parking marshalls. Councillors agreed that increasing the parking space by using the rec was not a solution and that there would never be enough parking. It was also noted that for safeguarding reasons any extension to the parking area would cause a hazard to the nearby play area and noted that the gate must be kept clear for emergency access. **(09/23). Minute to be removed next month.**

**1.0 APOLOGIES FOR ABSENCE**

8255 Apologies for absence were given by Cllr Collis which members PC accepted. Cllr Harmer also tendered apologies for the meeting. **(09/23). Minute to be removed next month.**

**2.0 DECLARATIONS OF INTEREST**

8256 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. **(09/23). Minute to be removed next month.**

### **3.0 APPROVAL OF MINUTES OF PC MEETING HELD 17th JULY 2023**

8257 The minutes of the Parish Council meeting held on 17th July 2023 were agreed. The Chair signed the minutes. The clerk advised councillors that she had spotted an error on the June minutes with the agenda item numbering of 2 points on the first page. This has been rectified and a fresh set of minutes has been signed. **(09/23). Minute to be removed next month.**

### **4.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 17th JULY 2023 & 23<sup>rd</sup> AUGUST 2023**

8258 The minutes of the planning meeting held on 17th July 2023 & 23<sup>rd</sup> August were agreed. The Chair signed the minutes. **(09/23). Minute to be removed next month.**

### **5.0 REPORT FOLLOWING BLUG MEETING HELD 30<sup>th</sup> AUGUST 2023**

8259 Burford Lodge User Group (BLUG) comprises representatives from The PC, Sharks, EVTC and EVAA. Meetings are held once or twice a year to discuss any common issues. At the meeting on 30<sup>th</sup> members discussed: fixtures, parking, vandalism/security, floodlights, vegetation, No Dogs on rec, defibrillator training, paddle tennis and miscellaneous dates/events. It was agreed that it had been a very positive meetings and a good way of ensuring users knew who to contact in the event of their being a problem. **(09/23). Minute to be removed next month.**

### **6.0 MATTERS ARISING**

8260 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 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. Cllr Murphy and the clerk met with SCC ROW on 23<sup>rd</sup> March to discuss the on-going closure of FP64. Cllr Murphy reported that there was no problem with the route and that it was on-going discussions with the landowner that were the problem and were causing the delay. Cllr Murphy and the clerk had asked for SCC ROW to set a target date of 22<sup>nd</sup> May 2023 to resolve the issue after which it was suggested that SCC should send a formal application to the Secretary of State. (June 2023) SCC have met with the landowner and will send over further paperwork once it has been finalised. It is hoped that on receipt of the information the landowner will have all the information that is needed. (July 2023) SCC advised that the landowner has queried the surveyors report. SCC are obtaining permission to send the whole of the surveyor's report to the landowner. SCC will then respond to the query and see whether the objection is withdrawn. If it is not then SCC will respond to the Secretary of State. (September 2023) The clerk followed up with SCC who advised that the resident had been away and was due to respond imminently to previous SCC communications. The

- clerk suggested that perhaps now was time to issue a deadline which SCC confirmed would be the case should there be no further progress in the next few weeks. **(09/23)**.
- 8261 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 has followed this up and has received the correct forms to submit with no legal charge however the legal representative has raised a query over the wording of the lease and has suggested that the clerk seek comments on this from WBC Legal. The clerk has contacted WBC legal several times on this matter however and has now found someone who has promised to expedite this matter. **(09/23)**.
- 8262 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 has followed up with Wellers Hedley and a new legal adviser has been appointed and is working through the paperwork and the clerk reported in July that the final case documents were being drawn up. The clerk confirmed that the papers have been signed and returned to Wellers to submit to the land registry. **(09/23)**.
- 8263 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 with a closing date set of 7<sup>th</sup> July. The anticipated start date is 21<sup>st</sup> July 2023 ending 30<sup>th</sup> September 2023. At WBC's request the clerk has written to all affected residents asking for permission for the potential bidders to see the proposed scope of the works and WBC have attended with their contractors to pull together tender documents. The clerk printed out and distributed further letters to affected residents on this matter in August and fielded a few telephone calls on this matter too. The clerk has been advised that there is an issue obtaining access which WBC are trying to resolve. **(09/23)**.
- 8264 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 undertook a survey with the most popular name being Blackberry Way. Witley PC have confirmed that they have not consulted residents but are happy with the name choice. The clerk has advised Cllr Harmer and at the Western Village the clerk was advised that the council must make a protocol to say that they agree to the renaming. The clerk noted that this has already been evidenced in the minutes. Cllr Harmer has agreed to speak to SCC Countryside. **(09/23)**
- 8143 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 was not tensioned in June 2022 as the contractor was not able to access the relevant points. 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 has followed this matter up again with Kompan. The PC have received a letter from Kompan's legal advisers which the clerk has followed up. **(06/23)**
- 8265 The Clerk to follow up with the contractor who serviced the zip wire to provide a quotation to make good some of the wet pour in the playgrounds. Other costs received include: to repair the roundabout £1k plus labour. A new accessible roundabout will cost £13k and a replacement see saw £6.5k. (Costs for new were 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 clerk has chased for wetpour quotes and is seeking alternative contractors. The clerk has followed this up and tried alternative contractors. Most contractors won't repair wetpour – the clerk has suggested that as it is deemed low risk the work is deferred to next fiscal at which point the see saw and roundabout will need to be replaced. **(09/23)**.
- 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)**.
- 8266 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 deter people from cycling along the route. The clerk is working with SCC Countryside on this who have agreed to add some signage. The clerk followed this up with JB (SCC) at the July Western village meeting and emailed SCC in September. **(09/23)**.
- 8267 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. Update covered in public question section. **(09/23)**. **Minute to be merged with minute 8254**
- 8268 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 has contacted WBC who have responded that further pre application advice has been sought. WBC are now updating the financial modelling for the site and WBC hope to be able to present it at the July Council meeting. Once approved WBC will meet with the PC ahead of the resident consultation event that will take place. The clerk has written to WBC in September and is awaiting an update. **(09/23)**
- 8269 Representatives from Hey Broadband and F&W networks attended the February PC 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. 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. 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 provider 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 had taken the matter up with the MoD but so far without success. 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.

(September 2023). Cllr Goundry advised that there had been a notice from F&W networks advising that they could not complete their network installation in the village. They are pausing work in Elstead (plus other parts of the country) and need to see 100-150 residents sign up. Cllr Goundry advised that it was not clear how much F&W had completed as their communication was not clear however they had done a lot of work in obtaining licenses for poles and were close to connecting properties in Ham Lane and Red House Lane. Cllr Goundry to follow up with F&W. **(09/23)**.

8270 Cllr Mathisen advised that drains along the Seale Road had been cleared but that there as a leak at the top. The land owner is in dispute with SCC on this matter. The clerk asked if this has been resolved at the Western Village meeting. Cllr Harmer is in contact with SCC Engineers to see if the matter has been resolved. **(09/23)**

8212 Cllr Murphy reported that MoD had been grateful for residents' co-operation during the recent restrictive use of the common following the recent training. Cllr Murphy had also raised the problem of flooding on the commons and the absence of any effective measures / action to clear the main drainage ditch. Cllr Murphy added that despite much correspondence he had been unable to get an answer from either Natural England (NE) or the EA on what their policies for the maintenance of the drainage system on the commons and their effects on the ROWs. Cllr Murphy explained to new councillors that as the land is owned by MoD they need consent from NE before works can be completed because of its SSI status. Without such consents it would be a criminal offence to undertake such works. The Friends of Thursley Common have asked for a meeting to discuss this with Cllr Murphy. Cllr Muir to attend. **(06/23)**.

8213 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. Cllr J Else advised that she had spoken to SCC and that it is on a "consideration list". Cllr Harmer explained that problems were fixed in order of severity. The clerk/EVRS to take over following this matter up. **(07/23)**.

8214 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. The clerk to take over following this up. **(07/23)**.

8271 Cllr Jacobs stated that she felt that the policy on grass cutting was not well considered and proposed that Elstead should be responsible for cutting the grass throughout the whole of the village. It was noted that there are currently four contractors who cut different sections of grass on different days of the week in Elstead which was clearly not ecologically sound. Cllr Lass asked who would pay for the grass cutting and it was questioned whether some funding could come from the borough/district council. Cllr Long advised that there was to be a meeting between SCC and WBC to discuss this matter and was asked by Councillors to request that funding and responsibility for this be passed down to the parishes. The clerk and Cllr Lass met Grastex in September who advised that some councils pay for Grastex to provide top up cuts in between visits by borough/county contractors. Grastex advised that they could provide a quote but would need to know the size of the area in square metres. **(07/23)**.

## **7.0 WBC UPDATE**

8162 Cllr Long explained that she had been dealing with the issue of some telephone poles that had been erected recently as part of the fibre broadband installation. The problem was that some of the telephone poles have been erected seemingly without consultation with residents. F&W are adamant that they have the requisite approvals in place. A telephone pole in Hookley Close has been controversially erected. Residents believed that they had ownership of the land however it might be responsibility and not ownership and Cllr Long is investigating. Cllr Goundry advised that SSE have been hampering the roll out by taking up to eight months to approve each pole and it was noted that the voucher scheme only has validity for twelve months. **(06/23)**.

8272 Cllr Long advised that she had been contacted by concerned residents regarding notices and letters from Gigaclear which appeared to give notice of their intention to dig up unadopted roads. Cllr Long

contacted enforcement to understand if another contractor could share the use of telecoms. Cllr Long was advised that a ward councillor can object to permitted development rights. Cllr Long to post on facebook encouraging members of the public to object. Cllr Murphy to contact Gigaclear. **(09/23).**

8218 Cllr Long has seen the enforcement notice on the caravans that are sited at Red House farm and has asked that the Parish Council be informed. **(09/23). Minute to be removed next month.**

8273 Cllr Long was asked by Parish Councillors to find out whether the six-monthly Town and Parish (T&P) meetings were to be reinstated by Waverley BC. The last one was held in December 2019. The CEO of WBC has advised that a clerk's briefing will be held soon but made no mention of the T&P meetings. Cllr Long to follow up. **(09/23).**

8274 Cllr Long had looked into Surrey Connect as Tilford and Shackleford villages are serviced by Hoppa but not Elstead. Surrey Connect advised that they monitor searches and out of area requests. Cllr Murphy advised Cllr Long that Hoppa is free for Farnham residents to use but not for anyone else. Cllr Muir was concerned with the Surrey Connect scheme and questioned whether this would make the future of the no 46 bus vulnerable. **(09/23). Minute to be removed next month.**

8275 Cllr Long advised that she had requested that WBC note Elstead PC's concerns about mowing. Cllr Long advised that there had been a meeting of leaders and many had complained about the service for the following reasons: resumption of the use of pesticide, disability for those living in social houses, that it had taken a while to resolve the issue and contractors were not environmentally friendly as they were working across the county rather than in localities. Cllr Long advised that WBC are seeking to make changes to the way that grass is being cut. Cllr long has raised the issues of sightlines, verges, the need for mown paths etc and was encouraged to ask the PC to send these concerns to SCC Highways. WBC have confirmed that they would be happy to engage with Elstead PC and it was noted that EVRS have undertaken a lot of work in identifying sight lines and areas that need to be kept tidy all of the time. **(09/23). Minute to be removed next month.**

8276 Cllr Murphy explained that he had written to the CEO of WBC concerning how unfairly Elstead was being treated. Cllr Murphy noted that the village generated income of c £300k but received £100k in identifiable services. Cllr Murphy to write an article on this matter for the village news. **(09/23).**

## **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).**

## **9.0 NEIGHBOURHOOD PLAN UPDATE**

8277 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 by the middle of March – the clerk has chased WBC and is waiting to for confirmation that the letter has been sent. Cllr Murphy has written to Jeremy Hunt about the delays and the letter has been forwarded to Michael Gove. At the April 2023 meeting it was reported that Michael Gove had responded giving contradictory information to that which the PC had received from WBC. Michael Gove advised that it was possible to get a new Examiner. It was agreed that it was necessary to wait for Counsel's advice before suggesting this. Cllr Jacobs shared an email that the PC had received from WBC on 18<sup>th</sup> May which stated that there had been no further response from Mr Edge. Councillors were in agreement that an urgent meeting be convened with ME and the Head of Planning Policy at WBC. Councillors were also in agreement that the PC should state that WBC must write to Mr Edge robustly and that if they did not Elstead PC would be writing to Mr Gove highlighting WBC's failure to complete the NHP. Cllr Long was asked to attend where possible. Cllrs Jacobs, Murphy, Long and the clerk attended a meeting with ME and AL (WBC) on 25<sup>th</sup> May. Cllr Murphy explained that in light of the second piece of advice from Counsel, the Examiner stated (on 24<sup>th</sup> May) that he will accept Counsels advice. However, the examiner explained that he is unable to restart the examination for the immediate future for personal reasons. ME has written back to the examiner on 26<sup>th</sup> May to confirm in writing what the examiner had said. As it has now been one month since this meeting with no further response from the examiner, it was agreed that the clerk would write to WBC on behalf of the council explaining that the examiner should be given a one week and deadline after which it would be assumed that he had resigned. (July 2023) Cllr Murphy advised that Mr Edge had been stood down and Mr Ashcroft, a very experienced Examiner, has been appointed in his place. It was agreed that Cllr Murphy would draft a letter of complaint regarding the conduct of Mr Edge and allow WBC to co-sign the letter. The clerk advised DV, the E&W NHP consultant that Mr Ashcroft has been appointed. (September 2023) The new Examiner read through the draft and was largely complementary about the plan. The Examiner has come back to the parish council with some generic questions to which the PC and Steering Group have sent a detailed and comprehensive response. A letter of complaint concerning the former Examiner's conduct has been drafted and the clerk has been advised that WBC do not wish to sign the letter. The clerk is waiting for WBC to confirm how the PC can submit the complaint to NPIERS the body responsible for the register of examiners. **(09/23).**

8040 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. At the clerks briefing it was noted that the due to changes in planning policy there is no place for a VDS. The clerk to obtain a definitive statement on this from Surrey ALC. **(03/23).**

#### **11.0 ELSTEAD PARISH COUNCIL STRUCTURE**

8278 Following the training that councillors attended on 4<sup>th</sup> September councillors discussed the merits of some of the current sub committees being "committees" or "working parties". After a discussion it was agreed that the finance and Smiths Charity sub committees would remain a committee but that

OE and EVRS would become working parties. The clerk to redraft the ToR for the October meeting. **(09/23). Minute to be removed next month.**

8279 Councillors co-opted RR to become DPO and join the EVRS. **(09/23). Minute to be removed next month.**

#### **11.0 ELSTEAD VILLAGE ROAD SAFETY (EVRS)**

8280 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. A road survey questionnaire was completed by residents and paper responses were input electronically by councillors and the clerk and this has given useful feedback to the EVRS team. Cllr Goundry has liaised with the police and noted that there are eight volunteers who are happy to be part of the community speedwatch team. A training session has been organised for 27<sup>th</sup> September. 2 speedwatch sites have been proposed and these need approval from the police. Cllr Goundry noted that the current VAS was not very effective and had circulated proposals for a solar powered version which would cost c £2,200 the same price as a one off road survey. Cllr Goundry to speak to the police to see if they will utilise the evidence and the clerk to arrange from SCC Highways to meet with the EVRS team. It was agreed that the cost should be added into next year's budget. **(09/23).**

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. **(09/23). Minute to be removed next month as will fall under the speedwatch program.**

8281 Sightlines: members of the EVRS team have been assessing conditions of the roads and are due to meet on 9<sup>th</sup> October to discuss this further. Once all areas have been reviewed this will result in a snagging / defects list. It was agreed that footpaths would be brought into this list too as well as the Milford Road pavement where much is being lost to encroaching vegetation. Cllr Hampshire added that there had been a huge puddle outside Water Meadow Place believed to be caused by a blocked access to the ditch. It was unclear if the roads had been sprayed this year as there was much evidence of weeds growing – Cllr Long to ask WBC. **(09/23).**

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 and has been advised that it has been fixed however it does still not illuminate the crossing sufficiently. **(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 OUR ELSTEAD**

8282 Cllr Lass advised that the current team were wishing to continue alongside Cllrs Collis and Lass and the working group will meet again on 6<sup>th</sup> October. **(09/23). Minute to be removed next month.**

8283 Christmas tree lighting: it was agreed that the PC would spend £1,200 on Christmas tree lights which should again be stored and erected by an external company for safety reasons. The tree will be put in situ on 30<sup>th</sup> November and the lights will be switched on 2<sup>nd</sup> December 2023. **(09/23). Minute to be removed next month.**

8284 Planting: it was noted that OE had a budget of £1,000 for the year 23/24. £102 has been spent to date. The clerk advised that work for Staceys Farm Road would come out of the general Elstead PC maintenance budget and that tree works had been completed following the survey of last year. **(09/23). Minute to be removed next month.**

8285 Litter picking: it was noted that these would work better with more timely advertising and made into a more social event. The clerk reminded councillors that a risk assessment would need to be completed. A litter pick to be arranged for the weekend before Remembrance Sunday. **(09/23). Minute to be removed next month.**

## **13.0 FARNBOROUGH AIRPORT CONSULTATION ON PROPOSED EXPANSION**

8286 A few residents had asked for this matter to be discussed in light of the pending consultation to increase the airport capacity from 50,000 flights to 72,000 flights per annum. Currently 28,000 flights operate to and from Farnborough annually. In addition to the increased capacity the airport would like to fly heavier aircraft and extend the operating hours by an hour in the morning and an hour in the evening. Cllr Hampshire to draft a response on this matter and to circulate to councillors. **(09/23). Minute to be removed next month.**

## **14.0 CONSULTATION ON DRAFT RECOMMENDATIONS TO DIVISION BOUNDARIES IN SURREY**

8287 The consultation on draft recommendations had been shared prior to the meeting. The clerk advised that the draft recommendations sought to change the name from Western Villages to Frensham-Elstead-Hindhead. Councillors agreed that the name Western Villagers should be retained. The clerk to respond to the consultation. **(07/23). Minute to be removed next month.**

## **15.0 VANDALISM AT BURFORD LODGE**

8288 It was noted that there had been a spate of vandalism at Burford Lodge. Councillors agreed that the clerk should meet with Absolute Security to assess the quality of the CCTV images. Cllr Murphy advised that it was imperative to obtain the registration details of vehicles in the area at the time at which vandalism had occurred. Councillors agreed to replace both benches which had been vandalised beyond repair as these had been kindly donated by families in memorial of long-standing residents. The expenditure is made under the council's power to acquire and maintain land for public recreation (Public Health Act 1875 s. 16). **(09/23). Minute to be removed next month.**

## **16.0 QUARTERLY PLAYGROUND INSPECTION REPORT**

8289 The clerk circulated the inspection reports for each playground prior to the meeting. The clerk advised that repairing wetpour was proving to be impossible and as it was a low risk item proposed that the repairs be made when the roundabout and seesaw were replaced. One item was regarded as moderate risk (the broken bench) and the clerk informed councillors that this had been removed already. Councillors agreed that the litter bin should be replaced as per the report recommendations

which it does under its powers to provide bins (Litter Act 1983 ss5.6). It was agreed that this needed to be a substantial bin. Cllr Muir voiced concern about the spire net and the clerk advised that as it was considered low risk the advice on the report was to monitor however the clerk would go and check the spire net. **(09/23)**

#### **17.0 SURREY ALC AGM & CONFERENCE**

8290 The clerk advised that this would take place on 19<sup>th</sup> October 2023. A motion was passed to allow the clerk and councillors to attend the AGM and to vote if required. **(09/23) minute to be removed next month.**

#### **18.0 COUNCILLOR TRAINING**

8291 Councillors advised that the generic training had been useful and had been well delivered. The clerk advised that there were two further training opportunities coming up; 25<sup>th</sup> September WBC online planning training and 2<sup>nd</sup> October external planning training in person from 7-9pm. Councillors were welcome to attend both sessions. **(09/23) minute to be removed next month.**

#### **19.0 REPORTS AND CORRESPONDENCE**

8292 An email regarding an out of control dog on Hankley Common was received and the clerk referred the resident to the MoD. **(09/23) minute to be removed next month.**

8293 Witley PC asked for information regarding the village sign which the clerk shared. **(09/23) minute to be removed next month.**

8294 An enquiry for the allotments was received and forwarded to EVAA. **(09/23) minute to be removed next month.**

8295 A resident asked for help in getting some overhanging trees cut back. The clerk is liaising with SCC on this matter. **(09/23)**

8296 A resident asked for help with regards a neighbour dispute. The clerk referred this matter to the ward councillor who was already involved. **(09/23) minute to be removed next month.**

8297 Two queries were received regarding land ownership. The clerk referred the residents to ask their conveyancing solicitors. **(09/23) minute to be removed next month.**

8298 A resident asked for help in getting some accommodation for a long-standing resident. The clerk referred the resident to contact WBC housing. **(09/23) minute to be removed next month.**

8299 Two requests were received to use Burford Lodge pitches the clerk advised (following discussion with The Sharks and Elstead FC) that due to the increased usage and the need to protect the pitches the pitches were not available for non village groups to rent on a regular/irregular basis. **(09/23) minute to be removed next month.**

8300 Information was received on greener futures – 20% off bus journeys for under twenty year olds and regarding an on demand bus service from Farnham which serves local villages of Shackleford and Tilford but not Elstead. **(09/23) minute to be removed next month.**

8301 A delivery truck damaged the notice board at the spar towards the end of July. The clerk obtained repair and replacement costs which she has forward to Blakemore. Blakemore have explained that they will need to refer the replacement costs to their insurance company. **(09/23) minute to be removed next month**

#### **20.0 FINANCE**

- 8302 Bank balances to end of August were circulated in advance of the meeting and are £65,254.77 deposit account (includes £50k contingency and £15k held from easement payment) and £62,339.54 current account. 32 day notice account for POR monies is £29,6524.89 as at end August. **(09/23) Minute to be removed next month.**
- 8303 Accounts for payment for September 2023 were circulated in advance of the meeting. 10 cheques and 1 x DD have been raised totalling £8930.57 of which 6 x payments are greater than £500 as listed below. **(07/23) Minute to be removed next month.**

### ACCOUNTS FOR PAYMENT - September 2023

Cheque no	Payee	Purpose	Amount
-			
4773	Grasstex	grass cutting	£4,109.76
4774	Play Inspection Company Ltd	quarterly inspection	£297.00
4775	Maxwell and Co Ltd	payroll	£96.00
4776	HMRC	HMRC months 4 to 6	£1,557.92
4777	Juliet Williams	September salary 1 of 2	£999.00
4778	Juliet Williams	September salary 2 of 2	£690.36
4779	Juliet Williams	Expenses September	£15.00
4780	Elstead Village Halls	Hall Hire: 4 sessions	£98.50
4781	PKF Littlejohn	External Audit	£504.00
4782	SSE	SSE	£41.32
DD	SCC Pensions	Monthly pension	£521.71
			£8,930.57

- 8304 Reconciliations were circulated to councillors to the end of August 2023. All months reconciled exactly. A monthly review of expenditure was shared with councillors prior to the meeting. The clerk advised that at almost 50% time gone the PC had received £77,817.42 in income versus its budget of £94,844. Still to be received were £2,475 in rent, £10,000 VAT reclaim, £3,000 Smiths charity and likely some cemetery payments. Expenditure was currently £43,837.55 v £94,844.07 budget. **(09/23) Minute to be removed next month.**
- 8305 PKF Littlejohn completed their external audit on 13th September and the Notice announcing the Conclusion of Audited Accounts will be advertised on the website and noticeboard before the 30<sup>th</sup> September deadline. The report was shared with councillors. It noted that the PC has confirmed that it has not complied with the governance Assertion in Section 1, Box 7, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified. In the completion of the Annual Internal Audit Report, and their detailed report, the internal auditor has drawn attention to weaknesses in relation to Internal Control Objective H in respect of the fixed asset register. This was also raised in the prior year. The smaller authority must ensure that action is taken to address this area of weakness in a timely manner. The clerk advised that a new fixed asset recording sheet had been created which would alleviate this in the future. **(09/23). Minute to be removed next month.**

### 21.0 MATTERS RAISED BY MEMBERS

- 8306 Cllr Jacobs advised that she had been contacted regarding damage to wooden posts in a gap at Burford Lodge Rec. It was explained that this had been caused by the tree surgeon of the resident raising the issue. The PC to contact the tree surgeon responsible. **(09/23). Minute to be removed next month.**
- 8307 Cllr Holroyd had advised that she had delivered a successful defibrillator / CPR training session to residents and the EVAA. A further session was due to be held on 30<sup>th</sup> September. Cllr Holroyd was thanked by councillors for running these sessions. **(09/23). Minute to be removed next month.**
- 8308 Cllr Murphy noted that he thought that the oak tree in the centre of Burford Lodge rec was not looking very healthy. The clerk to check the latest tree survey. **(09/23). Minute to be removed next month.**

**Meeting closed at 10pm**