



ELSTEAD PARISH COUNCIL
Minutes of the January Meeting

Monday 15th January 2024 at 7.30pm
Held at Elstead Youth Centre

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

Mrs J. Williams (Clerk)
2 x MOP's

QUESTIONS FROM MEMBERS OF THE PUBLIC

8408 There were no questions from the public. **(01/24) Minute to be removed next month.**

1.0 APOLOGIES FOR ABSENCE

8409 Apologies for absence were received from Cllr Davidsen which members accepted. Cllrs Harmer also sent apologies and Cllr Long was unable to attend. **(01/24). Minute to be removed next month.**

2.0 DECLARATIONS OF INTEREST

8410 No councillors declared a (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. **(01/24). Minute to be removed next month.**

3.0 APPROVAL OF MINUTES OF PC MEETING HELD 11th DECEMBER 2023

8411 The minutes of the Parish Council meeting held on 11th December 2023 were agreed. The Chair signed the minutes. **(01/24). Minute to be removed next month.**

4.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 11th DECEMBER 2023

8412 The minutes of the planning meeting held on 11th December 2023 were agreed. The Chair signed the minutes. **(01/24). Minute to be removed next month.**

5.0 APPROVAL OF MINUTES OF PLANNING MEETING HELD 9th JANUARY 2024

8413 The minutes of the planning meeting held on 9th January 2024 were agreed. The Chair signed the minutes. **(01/24). Minute to be removed next month.**

6.0 MATTERS ARISING

- 8414 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). 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 and unless the objection is withdrawn the order has to be sent to the Secretary of State for confirmation. (January) SCC spoke with the landowner before Christmas who advised that they were away until the end of February. The landowner advised that they had not been able to see the posts and markers and SCC will install substantial replacement posts and markers. If the landowner does not retract their objection SCC will consider submitting this to the Secretary of State. **(01/24)**.
- 8320 Village Green and Church Green Lease: The clerk confirmed that the application has been submitted to the land registry. **(10/23)**.
- 8321 Staceys Farm Road registration: The clerk confirmed that the papers have been signed and returned to Wellers who have submitted them to the land registry. **(10/23)**.
- 8415 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. WBC have advised that the legal paperwork has been completed and the tender for the work confirmed. The clerk was subsequently advised that there is an issue obtaining access which WBC are trying to resolve. (October 2023) WBC advised that they are still waiting on advice from their legal team in order to progress. Engineers are meeting the contractor on site with the aim of starting the Orchard Close section in the coming weeks. One of the key engineers involved with the project has left WBC. (January 2024) WBC legal team have approved a letter that needs to go out to residents. The engineers tried to complete another survey of the Orchard Run section however the water levels were too high. It is anticipated that work will recommence in Spring/summer 2024. Once underway WBC will secure a firm date from the contractor and will try and give as much notice to residents as they can. **(01/24)**.
- 8416 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 and the clerk has followed this up with Cllr Harmer. **(01/24)**
- 8143 Costs for the repairs to the spire net and spika podium were approved and the spika podium work 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)**

- 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)**.
- 8417 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. SCC advised before the October meeting that they were still intending on putting up signage. The clerk has followed up for the December meeting but the officer was on leave. SCC ROW are checking to see if the signage has been delivered and if so will install in January. **(01/24)**.
- 8418 Bike track: 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. (September 2023) The clerk responded to a resident asking for an update 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 and this was echoed in the October meeting when EVAA representatives had asked the same point. A decision to be made on the bike track in the February meeting. **(01/24)**.
- 8325 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 has been following up progress with F&W. **(01/24) Minute to be removed next month.**
- 8419 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 and the clerk has followed this up with Cllr Harmer. **(01/24)**
- 8212 Cllr Murphy reported that at the last HUG meeting the 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 Grasstex in September who advised that some councils pay for Grasstex to provide top up cuts in between visits by borough/county contractors. Grasstex advised that they could provide a quote but would need to know the size of the area in square metres. **(07/23).**
- 8420 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. Images of the camera quality were shared with councillors prior to the October meeting and Cllr Holroyd, a representative from EVTC and the clerk met with Absolute Security on 11th October to look at what further security measures could be employed – a report with recommendations to be shared once it is received. 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). The clerk has followed up with Absolute Security asking for their proposals on several occasions. **(01/24).**
- 8421 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. The clerk has asked a contractor to check the spire net and is waiting on a quote to do the works. The clerk has chased this several times but the contractor has not visited and other large contactors are not interested in minor repairs. **(01/24)**

8422 A resident at The Croft has asked for help in getting some overhanging trees cut back. The clerk is liaising with SCC on this matter. Trees have been cut back at the PC's expense as SCC would not confirm land ownership and it was a health and safety issue as the overgrowth was forcing residents to walk on the road at a dangerous pinch point. **(01/24) Minute to be removed next month.**

8423 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 and there has been no update – the clerk has followed up and has been advised this I still with the retailer's insurer. **(01/24)**

8424 An inaugural meeting had been held to discuss the village fete for 2024. A provisional date of 22nd June had been agreed however ECC have confirmed that there are matches on that date and so the pavilion area would not be available. The fete committee have requested 23rd June as an alternative but this is also unavailable. The next fete meeting on 21st January will discuss a revised date (possibly a Sunday)a postponement to 2025 or an alternative location such as the Rural Life Centre. **(01/24)**

8388 It was first stated that it was unclear how far F&W were going to cover within the village – they had been recently observed working in Guinea Common. An Alternative supplier, Gigaclear for whom Lanse-I Ltd are providing the infrastructure, are intending to install a network using a lot more civil engineering methods compared to F&W. It was agreed that a follow up letter be written to Gigaclear asking when they intended to hold the public meeting and when they would be sharing more precise details of their scheme. Cllr Goundry reported that there had been communication from SCC digital regarding a scheme to help VHTR (very hard to reach) premises and that the aim was to achieve 85% coverage. Cllr Goundry felt that F&W had achieved 60% coverage and added that VHTR does not essentially apply to Elstead. Cllr Goundry added that F&W have left ad hoc locations where there are no connections but that dwellings either side have been connected. It was agreed that it would be important to have a completed spreadsheet from Gigaclear of connectable properties. **(01/24). Minute to be removed next month.**

7.0 WBC UPDATE

8376 Cllr Long reported that residents have been concerned about a number of vehicles parking along verges on Hookley Lane adjacent to The Croft and Hookley Close and have requested that bollards be installed to deter this. It was noted that one untaxed vehicles was being dealt with by Waverley BC. Cllr Harmer to confirm whether this is SCC land. **(11/23).**

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. **(01/24). Minute to be removed.**

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

- 8378 Cllr Harmer advised that the PC should notify him of which single highways issue they would like to see addressed. Cllr Goundry proposed the zebra crossing as it required urgent attention – the anti skid surface had disappeared and the white lines were all but faded. It was explained that DK (SCC) had suggested that he had a scheme in mind for Elstead and would submit a CIL bid to secure funding for it. As part of the scheme included the zebra crossing it was important that all parties were working collaboratively. It was agreed that the crossing needed to be made safe immediately, further improvement could be made via the DK's plan once CIL had been confirmed. Cllr harmer to discuss with DK. **(01/24) Minute to be removed next month.**
- 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. **(01/24) Minute to be removed next month.**

9.0 NEIGHBOURHOOD PLAN UPDATE

- 8425 Regulation 16: (July 2023) Cllr Murphy advised that the first Examiner, Mr Edge had been stood down and Mr Ashcroft, a very experienced Examiner, has been appointed in his place. A letter of complaint concerning the former Examiner's conduct was submitted to NPIERS the body responsible for the register of examiners. A response has been received from NPIERS which explained that the first Examiner had not been well. Cllr Murphy noted that NPIERS had not explained why it had taken two years to come to this decision and equally there had been no comment regarding the first Examiner's refusal to accept Counsel's advice. A follow up letter was sent to NPIERS. A response has been received from NPIERS explaining that all they do is to update the register of Examiners. The Council was disappointed in this response as it feels that they should be monitoring the performance of the examiners. It was agreed that no further action would be taken. **(01/24). Minute to be removed next month.**
- 8426 Report following meeting with WBC re Springfield Redevelopment held 6th November: Cllrs Jacobs, Murphy, Long and The clerk attended the zoom meeting at which LB (WBC) shared an update of the plans. LB advised that the proposal was working its way through the various committees in WBC and it had been given the go-ahead to go to the Executive. LB is confident that the scheme will be realised and financing is available. Slightly amended plans of the proposal were shared and Cllrs fed back comments on building scale and parking allocation. The clerk advised that the plans were being presented to the Committee on 11th December where funding would be confirmed or otherwise. Cllr Long will be speaking at the Committee. It was advised that WBC have given approval for the project to progress to the next stage. **(01/24).**
- 8427 Report following meeting with agents for Sunray Farm & Four Trees held 6th November: Cllrs Jacobs, Murphy, and The clerk attended the meeting which was beneficial given that Elstead Parish Council is having to attend the Hearing without a professional Consultant. The agents shared technical support and advice which helped focus the Parish Council on what would be asked at the Hearing. **(11/23). Minute to be removed next month.**
- 8420 Report following the NHP Hearing held 16th November: Cllrs Jacobs, Murphy, Davidsen, Hampshire, Long and The clerk attended the hearing. The examination started with Cllr Jacobs introducing why the PC had decided to develop an NHP and that it had stemmed from the locality act which gave local communities the chance to say where new housing will go and what it will look like. Emphasis was given to explaining that the sites that had been chosen were as a result of much detailed public consultation and following research and advice from independent professional advisers. There was interesting representation from the two opposing sites. During the Hearing the PC agreed to change a few things such as reduce the number of self-build from 20% to 5% which would be in-line with current legislation, remove the buffer zone on Four Trees. The Examiner is going to make suggestions

with regards the Green Gap policy. Cllr Hampshire explained that the Examiner was not opposed to the Green Gap policy just that the wording needed to be tweaked. Cllr Jacobs added that the employment site at Sunray would be reduced in size marginally. It was argued that Springfield should not be perceived as a windfall site as the call for sites had to be above 5 dwellings. A revised map of Four Trees to be sent to the examiner as soon as possible. Cllr Jacobs highlighted by explaining how supportive ME (WBC) was during the hearing and it was agreed that a letter of thanks should be written to him. The fact checked report has been received and as a result a few minor elements have been updated following the Examiner's recommendations. The Examiner has endorsed the parish Council's choice of sites and endorsed the policy of the Green Gap preservation. There followed a vote and all councillors raised their hand and voted to accept the Examiner's report and his modifications. The clerk has contacted Peper Harow Parish Meeting asking for them to write to ratify it too. It is expected that the Referendum can be held in Easter 2024. Councillors were reminded that once the plan is made Elstead PC will receive 25% CIL rather than 15%. Following the vote of acceptance it was agreed that the clerk would write to WBC informing Planning Policy that councillors had unanimously agreed to accept the plan and the recommendations of the Examiner. It was agreed that the draft plan must be proof read as soon as possible as there are some minor updates that need to be made e.g. 172 has become South Downs Coffee. The clerk has contacted Nexus who have said that they can make the amends and the charge is approximately £750 for one days work. **(01/23). Minute to be removed next month.**

8428 Following the Examination amends have been made to the plan as per the Examiner's recommendations. Cllr Jacobs was surprised at the sheer volume of changes that were required. Cllrs Murphy, Jacobs, Mrs Davidsen and the clerk have proof read the plan in detail and the plan will be checked by Waverley before it is submitted for the start of the referendum process. The referendum will be held on the 29th February 2023. Councillors agree that copies of the plan, a leaflet drop and posters would be produced. Councillors agreed an amount of £750 which is agreed under the powers to act as a lead body for a neighbourhood plan (Localism Act 2011, schedule 9 and the town and country planning act 1990 ss61E-61Q. An article to be placed in the village news. All councillors to share the news of the referendum with their own network groups in order to get as high a turn out as possible. The benefits of adopting the NHP are: 1) E&W NHP can choose the housing sites which have been consulted on with residents throughout the process, 2) it will provide an added degree of protection to the green gap and 3) CIL receipts on new developments will increase from 15% to 25%. Cllr Murphy advised that usually a turn out of 20-30% is considered to be good. **(01/24)**

8429 A meeting is to be held on 30th January 2024 with representatives from the Sunray site. The objective is to look at layout plans and consider how the commercial area could be used. One idea is to have a parish office which will provide co-working as well as formal office space for rent. **(01/24). Minute to be removed next month.**

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).**

10.0 ELSTEAD VILLAGE ROAD SAFETY (EVRS)

8422 Cllr Goundry advised that he along with Cllr Lass and the clerk had met with AS (SCC) on 12th October 2023. AS had advised that much of what EVRS had proposed might not be allowed as did not conform with SCC policy. For example SCC only use VAS signs from one supplier (Westcotec) and would not use solar powered signs. Cllrs had seen that there were solar powered signs in Normandy and Norney

and it was agreed that the PC should take this matter up with Cllr Harmer. An email was sent to Cllr Harmer asking for support in this matter. There has been no response on this matter. **(12/23)**.

8430 Thursley Road Surface Snagging: Cllrs Lass and Muir have completed a large piece of work documenting all the defects along the road which are mostly as a result of inadequate sealing following repairs. The clerk has shared the list with Cllr Harmer, AS (SCC), PG (SCC). The clerk has followed up with PG (SCC) who has sent the list to the works delivery team to respond to. It was noted that repairs are not being done to a correct standard. The clerk to arrange a meeting with SCC Highways senior management. **(01/24)**

8431 Traffic speed signs: It was noted that there was no speed-reminder along the Thursley Road for 300 yards beyond the chicane. The clerk shared information on the statutory space between speed reminders with councillors. Cllr Muir has contacted AS (SCC) on this matter. **(01/24)**.

8432 Sightlines: members of the EVRS team have been assessing conditions of the roads and are due to meet on 9th 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. The clerk shared the list of sightlines with PG (SCC) who has advised that these must be reported individually on line with photos. **(01/24)**. **Minute to be removed next month.**

8433 Zebra crossing: this item has been on-going for several years and the current status is as follows; to change the crossing to a raised table with LD lighting will cost in excess of £30k. SCC have agreed that they will submit a CIL bid to cover the cost of realising this change. AS (SCC) has promised that the belishas will be upgraded to halos once these are freed up from another location likely end March 2024. There have been numerous requests to get the crossing lines painted however SCC are unable to do this. A letter has been sent to Jeremy Hunt on this matter. The clerk to follow up again with DK (SCC) and AS (SCC). **(01/24)**.

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 a small section of the Thursley Road in front of St James Primary School could be a candidate for 20mph and suggested that EVRS sub committee to liaise with AS (SCC) on this point. **(11/22)**.

8425 Encroachment: Cllr Lass advised that there was significant encroachment on the Milford Road and requested that the width be reinstated. There were a lot of leaves and detritus that needed to be cleared – the clerk to log with WBC. There was also a lot of leaves that needed to be cleared in front of St James Church which the clerk would also log. Cllr Murphy noted that when the Gala Lane needed to be cut back the council usually asked its own contractor to carry out the work in order to get it done promptly, even though the entrance is highways land. **(12/23)**.

8434 Speedwatch: there have been three sessions in December. All offenders will receive a letter from the police and it is estimated that there is then only a 5% reoffending rate. The team are seeking more volunteers. **(01/24)**. **Minute to be removed next month.**

11.0 OUR ELSTEAD

8435 Christmas light switch on: The Parish Council commented on how good the Christmas tree looked and felt that the event had been well attended. It was noted that c £900 of donations had been raised and ten sponsors had generously contributed towards the event which had covered provisions etc. A huge vote of thanks was offered to the working party. OE were politely reminded to reference

The Parish Council in all their adverts as the cost of the tree and lights were paid for by the Parish Council and OE is a working party of the Parish Council. OE met to debrief on the event on 11th January. Overall OE felt that the event was very well organised. A decision has been taken that the light switch on will be held on the first Saturday of December on-going. **(01/24). Minute to be removed next month.**

8436 Currently OE lead on planting (April), litter picking (before marathon and Remembrance) and the Christmas event. OE feel that there is a lot more that can be done with looking after and beautifying the village and would like to be involved once the Bonfire Hill land transfer has been completed. The clerk asked whether OE would consider looking after the flower bed in the cemetery and Cllr Hampshire asked whether they could do projects on the SANG at Water Meadow Place. Cllr Murphy to share the Lands Trust details with Cllr Lass. Cllr Lass advised that OE wanted to review donations and advertise the fact that parish organisations could apply for a grant from the Christmas tree lighting event. A draft document to be circulated for review. **(01/24).**

8437 Christmas tree hole: Cllr Lass advised that the hole was not adequate for the size of the tree. Cllr Lass to seek professional advice on the appropriate specification. **(01/24).**

12.0 20 MPH NOMINATIONS

8438 An email was received from WBC seeking nominations for roads to be changed to 20 mph zones. The Parish Council are unclear whether this is WBC working with SCC who are the responsible local authority for Highways and not WBC. The EVRS committee to come back to the council with a proposal. Councillors discussed the merits of choosing one area over another for 20mph and it was agreed that it would be hard to manage if one area was 20mph whilst another road was 30mph. It was also agreed that public consultation might be required. Environmental concerns were raised over travelling at 20mph in terms of increased pollution versus travelling at 30mph. **(01/24). Minute to be removed next month.**

13.0 RUBBISH COLLECTION – PROPOSED COSTS FROM WBC FOR ELSTEAD BINS

8439 A letter was received from WBC on 21st December advising that from March/April 2024 WBC would no longer be responsible for emptying Elstead Parish Council bins and instead a contract would be adopted where bins would be emptied at £10 each. The clerk had raised frustrations that this information was sent to the council after the budget had been approved as it would have a significant impact on the PC's budget and secondly that the costs did not represent value for money. Currently the PC pays for the two bins to be emptied at Burford Lodge @ £6/bin some 40% less than what WBC are proposing to charge. It was also noted that the PC had had to take over the responsibility and cost of emptying of The Moat bin some years ago however with this new proposal it was agreed that this responsibility should be transferred back to either NE or WBC as the leaseholder and landowner respectively. The clerk to write to WBC in response to this copying NE. **(01/24). Minute to be removed next month.**

14.0 BROADBAND UPDATE

8440 Cllr Goundry reported concern that forty locations in the village would not have full fibre broadband as the aim had been to ensure that the entire village was fully networked. It was noted that Hey Broadband had paused its work for financial reasons and that a lot of staff had left meaning that the management was now coming out of Spain. However it was also advised that contractors were hoping to return in Spring to complete the network. There were still some problem areas where poles needed to be replaced and Cllr Goundry advised that a breakdown of problem areas had been requested. Concerns were raised over Gigaclear and it was felt that they would be unlikely to deal with the forty problem areas. It was also reported that Gigaclear were significantly behind in their work schedule and that the cabinet by Hookley Lane was now scheduled to be installed in February 2024. Cllr Goundry advised that SCC had been supportive in this matter. **(01/24). Minute to be removed next month.**

15.0 POWER OUTAGE

8441 It was noted that there have been 3-4 power outages in sections of the village throughout the Autumn highlighting the fragility of the network. Following the latest power outage Cllr Murphy has asked SSEN to attend a meeting. Cllr Goundry to attend as well and to cover the issue of broadband providers wanting to use SSEN poles. **(01/24). Minute to be removed next month.**

16.0 INSURANCE RENEWAL

8442 The quote for the Parish Council's annual insurance premium of £1,311.35 was shared with councillors. It was noted that the council was under a three year deal with Zurich, of which one of the year had been completed. The council accepted the proposal. **(01/24). Minute to be removed next month.**

17.0 FP64 – AGREEMENT TO SEEK A MEETING WITH SCC

8443 The land owner is away until the end of February and SCC will meet with them on their return. Cllr Murphy and the clerk to keep the pressure on SCC regarding this matter in order to get it resolved once and for all. **(01/24). Minute to be removed next month.**

18.0 PROGRESS REVIEW OF 23/24 ELSTEAD PARISH COUNCIL OBJECTIVES

8444 Councillors reviewed progress of the 23/24 objectives:

- NHP – was on track to being completed
- Management plans for Bonfire Hill – waiting on the transaction to complete
- Mowing policy – this is agreed and the council will mow sightlines as and when required
- Traffic management outside St James Primary School – 20mph is under review
- Drainage issue on the common – NE have been persuaded to add another layer to on the ROW which seems to have solved the problem on BW 504 however this is only a temporary solution and the only way to provide a more long term solution would be to clear the ditch. It was cleared ten years ago and the MoD are happy to clear the ditch but need consent from NE and EA. Cllr Collis to ask JG's views on this. **(01/24). Minute to be removed next month.**

19.0 CLERKS COMPUTER

8445 The clerk's computer is owned by the clerk and not the Parish Council. The Parish Council agreed to buy its own computer and a budget of £1,000 has been agreed. Cllr Collis to propose a suitable option. **(01/24). Minute to be removed next month.**

20.0 ANNUAL PARISH ASSEMBLY

8446 It was agreed that the annual Parish Assembly would be held immediately after a shortened Annual Parish Meeting in May. The format and speakers to be agreed at the February meeting. **(01/24). Minute to be removed next month.**

21.0 REPORTS AND CORRESPONDENCE

8447 Commonplace have launched a ROW survey. The clerk and Cllr Jacobs to review and feedback to be discussed at the February meeting. PC's can propose ROW extensions as part of the process. **(01/24). Minute to be removed next month.**

8448 A call for sites has been issued by WBC as part of their work on their new emerging Local Plan. The call for sites will run until March 31st and if the PC is aware of any suitable sites these can be sent to WBC. **(01/24). Minute to be removed next month.**

- 8449 A request has been received for the last set of HUG minutes. Cllrs agreed that these can be shared. The clerk to forward the September minutes. **(01/24). Minute to be removed next month.**
- 8450 A resident has raised concern about an overflowing bin at Woolfords Lane. The clerk to report to WBC. **(01/24). Minute to be removed next month.**
- 8451 Commonplace have launched a drone survey. The clerk and Cllr Jacobs to review. **(01/24). Minute to be removed next month.**
- 8452 Information has been received on free training courses for community groups in Feb- March 2024. **(01/24). Minute to be removed next month.**
- 8453 Commonplace have launched a road safety survey. The clerk and Cllr Jacobs to review. **(01/24). Minute to be removed next month.**
- 8454 Information has been received from Farnborough Noise with reference to the proposed Farnborough airport expansion. **(01/24). Minute to be removed next month.**
- 8455 A request for an allotment has been received. The clerk has shared with EVAA. **(01/24). Minute to be removed next month.**
- 8456 The quarterly Surrey ALC cllr zoom will be held on on 17th January. The clerk has shared the link. **(01/24). Minute to be removed next month.**
- 8457 Surrey ALC are holding a biodiversity workshop online on 20th February from 10-12. All cllrs are welcome to attend. **(01/24). Minute to be removed next month.**
- 8458 Information on a rural prosperity fund has been circulated. **(01/24). Minute to be removed next month.**
- 8459 3 ft holes have been dug on Thursley Road rec without permission by residents on Peat Common to alleviate flooding. Cllr Muprhy has requested that the holes be filled as they pose a risk for those using the rec. **(01/24). Minute to be removed next month.**
- 8460 The sharks have requested that some of Burford Lodge is rolled and cut – this is earlier than usual due to the heavy rain and milder than usual weather. The clerk to arrange with Grasstex. **(01/24). Minute to be removed next month.**
- 8461 Elstead FC reported that the Burford Lodge rec sewer was blocked likely due to the line paint that has been emptied over time. **(01/24). Minute to be removed next month.**

22.0 FINANCE

- 8462 Bank balances to end of December were circulated in advance of the meeting and are £65,552.63 deposit account (includes £50k contingency and £15k held from easement payment) and £41,122.90 current account. 32 day notice account for POR monies is £29,775.63 as at end December. **(01/24) Minute to be removed next month.**
- 8463 Accounts for payment for January 2024 were circulated in advance of the meeting. 8 cheques and 1 x DD have been raised totalling £2809.54 of which 3 x payments are greater than £500 as listed below. **(01/24) Minute to be removed next month.**
- 8464 Reconciliations were circulated to councillors to the end of December 2023. All months reconciled exactly and have been independently checked by Cllr Jacobs. A monthly review of expenditure broken down by cost centre was shared with councillors prior to the meeting. The clerk advised that if the POR and CIL transfers were removed income was £89.2k versus the budgeted amount of £95k the difference being the Smiths Charity income which is yet to be received and rent for the grazier

field. Expenditure is £81k versus the budget of £94.8k once the POR transfers had been discounted. **(01/24) Minute to be removed next month.**

8465 Draft budget 24/25: To confirm that the draft budget was submitted to WBC before the deadline of 5th January 2024. **(01/24) Minute to be removed next month.**

8466 New account: It was agreed that a new account linked to the PC account should be opened to receive any funds linked to the management of Bonfire Hill and thus keeping them quite separate to usual PC business. Once the sale of the land has gone through an application to the charities commission will be made and at that point a dedicated bank account will be opened. **(01/24) Minute to be removed next month.**

ACCOUNTS FOR PAYMENT - January 2024

Cheque no	Payee	Purpose	Amount
4858	Maxwell and Co	Salary Preparation	£72.00
4859	The Play Inspection Company Ltd	quarterly report	£297.00
4860	SSE	24.08.23-09.12.2023	£69.48
4861	Juliet Williams	salary January 1 of 2	£999.00
4862	void		£0.00
4863	Juliet Williams	salary January 2 of 2	£782.58
4864	Juliet Williams	expenses January	£28.60
4865	Elstead Village hall	Hall Hire x's 2 in January	£38.50
DD	SCC Pensions	Monthly pension	£522.38
			£2,809.54

23.0 MATTERS RAISED BY MEMBERS

8467 It was reported that during the recent flooding issue it took a long time for the roads to be closed and signs installed and then when they were installed they were then not removed promptly. It was thought that only the police can close a road. The clerk to ask WBC who else is able to close a road. **(01/24).**

8468 Cllr Lass reported a rogue post. The clerk to contact SCC Highways. The sign used to advertise the right hand turn to Springfield. **(01/24).**

8469 Cllr Hampshire asked whether the council had litter pickers and OE to lend some. **(01/24). Minute to be removed next month.**

8470 Cllr Murphy advised that a member of the public had asked to litter pick for the DoF volunteering. The clerk noted that another person was doing this at the moment but had completed their twelve weeks. The student to contact the clerk who will advise what the process is. **(01/24).**

8471 Cllr Collis noted that Thursley PC have started a process to formally communicated with residents and wondered whether Elstead PC could do the same. This would reduce

misinformation being shared in the event of an emergency. It was agreed that this would be an agenda item in February. **(01/24)**.

8472 Cllr Goundry asked for thought on whether an Elstead fete could take place at The Rural Life Centre (RLC). It was felt that there could potentially be an Elstead event at the RLC. **(01/24)**.

Meeting closed at 9.50pm