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#### **4.0 APPROVAL OF PLANNING COMMITTEE MINUTES**

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#### **5.0 MATTERS ARISING**

3575 Tracys Development site (5 Anderson Place). All works have been completed. The rental price being asked is very high compared to similar properties in the area and the business rates have yet to be assessed. No tax has been paid on this property since it has been built. If downstairs is rented then maybe the upstairs could be converted into a hub as has been discussed with NHP. Idea to be discussed offline with NHP committee. **Cllr Brooke to follow up. (09/16)**

3576 Footpath at the end of Red House Lane onto the common. A HUG meeting has been held.. **(09/16) See HUG item 9.**

3413 Closure of Footpath 64 – Cllr Harmer advised that the footpath is to remain closed for a further year. (05/16)

3125 Village Banner/logo - Cllr Mathisen advised that he was hoping that the appropriate Neighbourhood Plan groups would consider whether an internet hub was needed for the village and whether a new village banner/logo was appropriate. (06/15)

3523 Cycling Strategy meeting – Cllr Mathisen advised that he had raised the subject of the proposed cycle route with the MOD. Cllr Murphy explained about a previous offer of the Parish Council to fund materials for small section of the route in Red House Lane. **Cllr Mathisen confirmed that there was no further development on this and will continue to follow up (07/16). See HUG item 9**

3577 Flooding in Springfield – SCC have escalated the issue but it is bottom of the priority list. **Cllr Rees has written to the Chair of SCC asking for work to take place as a matter of urgency. (07/16). A drain is silted over by the farm lane in Springfield. Drain has been completely covered over and therefore not being maintained as a drain. Developer owns this drain as it is on their land. Debris is now flowing onto road. The Clerk to write to Framptons to understand if the covering of the drain has been authorised. (09/16).**

3578 New post box – now installed at the end of Red House Lane! **Minute to be removed. (09/16).**

3579 Framptons Proposal. Peter Frampton attended the July meeting and presented new proposals of 40 dwellings concentrated on the lower slopes of Bonfire Hill with the top of the hill left clear with footpaths. **Framptons sent a visual of the proposal but no information on the works carried out on the drainage problem. The Clerk to follow up by letter. (09/16).**

3460 Cllr Mathisen questioned why there is a sign for Westbrook Lane in the middle of Church Green pointing towards Westbrook Hill. **The Clerk notified SCC. (06/16).**

- 3580 The Clerk contacted SSALC for advice on what is available for Cllrs by means of documentation / training in planning. Councillors agreed that this was an expensive option. Cllr J. Else has suggested a joint training sessions with all Western Villages attending and that WBC would run it. **Cllr J. Else to follow up with Elizabeth Sims. Likely training date is November / December. (09/16).**
- 3461 An email was received regarding a litter picking initiative and the possible loan of litter collecting equipment. The Clerk forwarded to the Scout Chair who has said that there is no space in this terms' programme. **The Clerk has suggested it might be suitable as an Autumn initiative and is waiting for feedback. (09/16)**
- 3527 The issue of parking in Hazeldene/Broomfield – PSCO Francis will investigate. The Clerk contacted PCSO Francis however he has moved role. **The Clerk to contact PCSO Jessica Turkington the replacement PCSO regarding this matter. (09/16)**
- 3581 It was highlighted that a disabled bay had been painted on Broomfield Road that the PC was not aware of. **Cllr Harmer to check that this had been approved. (09/16).**
- 3582 Elstead Parish Council Document storage. A filing cabinet has been purchased and should arrive imminently to be used as storage in R.B.L. Cllr Jenny Else has said that the PC can use the Springfield Wardens Office for storage. **The Clerk to follow up and Cllr J. Else to send the pin number for entry. (09/16).**
- 3583 Beacon View Funding Request (Cllr Mathisen declared a prejudicial interest in this matter). Work started on this on 18<sup>th</sup> July and should be completed by the end of the week. Monies were raised from all twenty-four households. **Beacon View residents to put in a formal request for funding to help with signage. (07/16).**
- 3465 School Fruit Trees – The Clerk confirmed the Parish Council would take three trees. **The Clerk has been told that the Council can have three trees in September which will be the best time for transferring and planting. The Clerk to remind the school Green Team. (09/16)**
- 3584 Hate Moss advertising board. **The board has now been removed. Minute to be removed next month. (09/16).**
- 3395 Footpath 113 needs to be addressed as part of the mapped route does not exist. **Cllr Brooke to follow up. (04/16). NB This forms part of the proposed cycle access route across the common and is being covered in minute 3062.**
- 3585 Elstead Village Hall wrote asking for funding support. The Village Hall unable to provide a strategic plan at this current time. **Item to be removed next month. (09/16).**
- 3586 A change of speed limit plus addition of a VAS on the Milford Road by the sharp bend has been discussed however the item has been withdrawn from SCC expenditure. Cllr Murphy clarified that this was our priority in terms of projects. There is to be a local committee meeting at SCC on 16.09.16 where this will hopefully be discussed **(09/16)**
- 3469 Cllr Murphy has forwarded written summaries of his recent meeting and correspondence with MMC as summarised below:

- Waste: issues of waste being dumped have been partially resolved. The culvert remains blocked. The owners are dealing with this. **Cllr Davidsen to keep an eye on the route. (06/16)**
  - Planning Appeal: **This has been lodged. MMC are no longer partnered with Linden Homes. (06/16)**
  - **Tanshire Park:** The Owners of Tanshire is interested to have discussions with MMC however there have been communication issues between the two sides. Tanshire Park is considering running a shuttle bus service to stations. Cllr Murphy indicated that there was strong demand for a shuttle bus service from parishioners too. (04/16)
- 3472 Information regarding a possible horse and cart race has been received. The race is expected in 5-6 weeks time. The Clerk contacted Helen Gilbert at County Hall who was unable to specifically help. The Clerk forwarded the information to PCSO Francis and received no response. **The clerk to forward to PCSO Turkington (06/16). Item to be removed next month.**
- 3587 Correspondence was received from The Sharks asking to enlarge the pitch at Burford Lodge Rec however this might mean the need for drainage work. **The Sharks have tried unsuccessfully to get a drainage expert to assess the pitch. They will continue to monitor and take photos as necessary but any drainage work is likely now to be completed at the end of this season. (09/16) Minute to be removed next month.**
- 3588 Sharks have asked if some overhanging branches can be removed from a tree in the middle of the rec. **Tree surgeon is removing branches 6.9.16. Three tree surgeons were contacted to tender for the work and the cheapest selected – he had previously worked for the Parish Council. (09/16) Minute to be removed.**
- 3589 Thursley Rd Senior pitch is badly worn. The contractor advised that it is badly compacted and should be vertidraind in March and slot seeded with grass. Cllr Harmer explained that this falls under maintenance which he cannot fund. **(09/16). Item to be removed next month.**
- 3590 A letter was sent to Mrs Tann on behalf of the Council along with a donation to be sent on something that will directly benefit the pupils of St James School. Mrs Tann was extremely delighted (and very emotional!) with the very generous gesture. **It is understood that it will be put towards some much needed water fountains for the children. Minute to be removed next month. (09/16)**
- 3591 Overflowing bins in the centre of Burford Rec. **The Clerk to follow up with Veolia. (09/16)**
- 3592 WBC are not emptying the bin at The Moat. The bin was bought by the PC but the agreement was that WBC contractors would empty it. Ditto the bin at the end of Hookley Lane. **Cllr J. Else to discuss with Paul Redmond at WBC. (09/16)**
- 3566 Cllr Jacobs asked if it was possible to have copies of maps of land that are owned by the Parish Council. Cllr Murphy advised that some of the Greens are leased to the PC for 100 years. Cllr Harmer suggested that he might be able to help. **(07/16)**

- 3593 Richard Knight was thanked for doing a wonderful job repairing the train. The play area sub committee to start to research a suitable replacement for the train. **(09/16)**
- 3483 Additional funds for new play equipment at Burford Lodge Recreational Ground to be investigated e.g Landfill Operators **(06/16)**.
- 3548 Cllr J. Holroyd has started to engage with Rodborough and Broadwater for feedback on items for teenagers. **(06/16)**.
- 3549 The Clerk has liaised with St James Primary School however the school have suggested waiting until Mrs Elliott the new Head Teacher starts. **The Clerk to follow up (07/16)**.
- 3550 Veolia are the current waste removal contractor and there have been some concerns with their performance with several complaints of overflowing bins. The Clerk has tried to obtain quotes for the emptying of 5 parish council owned litter bins from Glendale, Chambers and Veolia. Of the three companies only Veolia is able to do this function. Veolia have quoted an extra £18 per quarter to the empty The Croft which the council has approved. **The Clerk has informed Veolia and this should start mid September. Minute to be removed (09/16)**.
- 3551 Due to holidays it was agreed that the August and September meetings be cancelled and instead the Parish Council to meet on Monday 5<sup>th</sup> September. **The Clerk to amend the URG hall bookings. Minute to be removed. (09/16)**
- 3545 Cllr Harmer organised a meeting with Parish chairs of the Western Villages; Elstead, Frensham, Tilford, Peper Harow, Thursley, Dockenfield, Hindhead and Churt. SCC have identified some unused PIC funds which can be spent on Highways projects. There is £40,000 available to be spent predominantly in Peper Harow, Elstead and Shackleford. Of the monies that are available, £15,000 will fund the VAS and moving of 30mph limit on Milford Road. Cllrs were asked which of the following two projects they preferred: 1) upgrading of the cycle route Rodborough / Elstead or 2) improvement of parking lay-by opposite the R.B.L. Cllr Harmer advised cllrs that the cycle route would be the easier of the two projects to get approval for. Cllrs agreed unanimously with this project as they felt that it would be of benefit to Peper Harow as well as Elstead as the route cuts through the parish of Peper Harow. **Cllr Harmer to get an assessment of the cost of the new cycle route. If the costs are too for the whole project to be completed in one go Cllr Harmer advised to do half the project now and half later. (07/16)**

## **6.0 NEIGHBOURHOOD PLAN**

- 3594 A questionnaire has been collated and sent out to SG for feedback. Objective to get questionnaire out by the end of September for feedback by the end of October. Questionnaire will also be posted online. **The Parish Council has agreed to fund £26 / month Survey Monkey fee for this. (09/16)**.
- 3541 The Clerk to follow up on the availability of £1,000 grant as now several weeks since the application was submitted. **(07/16)**
- 3595 A SG meeting to be arranged for September. **(09/16)**.

3596 Cllr Jacobs asked if the Parish Council if would give the SG the authority to investigate policy writing training for the NHP SG team. The cost is in the region of £4,000. The Parish Council have given the go ahead to investigate and acknowledge that some form of training would be needed but that how this money is spent needs further consideration once a detailed estimated is given. **(09/16)**

## **7.0 WEYBURN PLANNING APPLICATION AND APPEAL**

3597 The Parish Council thanked Dawn Davidsen for her thorough and detailed work in pulling the EVWP response to the planning application together. The Parish Council also submitted their views. **Cllr Murpy and Cllr Davidsen meeting with the developers on 8.9.16. The Council were thanked for their feedback and comments and The Clerk was asked to upload the PC response onto the PC website. (09/16)**

3598 The Appeal for the first application will be heard on 10<sup>th</sup> January. Cllr Murphy will however be away on that date. **Cllr Murphy to forward the letter to the Clerk as the Clerk did not receive a copy. (09.16)**

## **8.0 WAVERLEY BC DRAFT LOCAL PLAN PART 1**

3599 The WBC Draft Local Plan Part 1 has been circulated for public Consultation and anyone can respond by 3<sup>rd</sup> October. Cllr Murphy has highlighted those points which are considered to be the key issues:

- Removing the village settlement from Green Belt. This will apply to other villages too such as Milford, Chiddingfold and Witley. Green Belt originally designed for open areas not built up areas. If removed other policies will still apply including NHP policies. All agreed with this.
- Green Belt Review. Need to consider removing two areas of land from Green Belt so that they can be developed. There was less of an issue with The Croft Extension but concern over the land behind Mr Hudson's house. Further exploration to happen in case more appropriate sites could be found and this would be considered in part 2 of the local Plan.
- Land for Houses. 150 houses is the target but some houses have been built which can be counted therefore 128 still needed. This equates to 10-15 per year until 20132. This The target is felt to be achievable but the PC needs to know how businesses and services can be developed. Cllr Murphy to add the comment that there must be 'infrastructure support' to the PC response.
- Affordable Housing Mix. The proposal is in line with government policy. All agreed.
- Protection of Employment Land. All agreed.

3600 The PC recommended that the NHP SG set up a specific sub group to look at possible sites as a matter of urgency. It is vital for us to identify smaller sites as if not they are considered as 'windfall sites' and won't count in the 150 target. **(09/16)**

## **9.0 REPORT FOLLOWING HUG MEETING**

3601 There are two footpaths which need improvements however unfortunately the footpath representative was not able to attend the meeting. The MoD do still intend to make the

repairs but there is no target completion date. £1,000 has been set aside from the PC to buy the materials needed. **(09/16)**

- 3602 Improved cycle route Elstead to Milford/Roodborough. Some of the route needs improving and runs over MoD land. The MoD have confirmed that they support this and have minuted it to that effect. They also accept the slight detour required to improve the route. The PC to send Cllr Harmer an email regarding the detour route. **(09/16)**
- 3603 Information received about increased military presence on Hankley Common during September with simulated battle scenes with loud bangs happening towards the end of the month. The Clerk to post of the facebook page. **(09/16) Minute to be removed next month.**
- 3604 Horse riders have been expressing concern on facebook over a possible change in policy over access on Hankley Common. Cllr Davidsen to respond to them. **(09/16) Minute to be removed next month.**

#### **10.0 THE QUILETS RECREATIONAL AREA**

- 3605 Grass has been cut and the damaged fence removed completely with no intention to replace it. Concern was expressed that balls might go into play area and that the entrance gate does not close fully. WBC said that they are going to look into making the waste bin more obvious as there is still an issue of rubbish being dropped. **Cllr J. Else to investigate. (09/16).**

#### **11.0 EER**

- 3546 Due to technical issues the report has been lost and needs to be recreated. **Item to be deferred until October as Cllr Rees absent. (09/16)**

#### **12.0 REPORTS AND CORRESPONDENCE**

- 3606 A report was received regarding damage to the new gate in Lower Ham Lane. Gate to monitored and Cllr Davidsen to walk down the pathway. **(09/16) Minute to be removed.**
- 3607 A letter was received from a resident from The Croft asking if the resident can continue to maintain the hedge that borders the playground with his property and whether Richard Knight can remove the debris as previously done. The PC approved. **(09/16) Minute to be removed.**
- 3608 The PC end of year audit was submitted however there is an issue with the way the playgrounds have been recorded on the fixed asset register. The Clerk has amended the form and resubmitted it. There is a charge however the Clerk to forward the charge of £30 to Maxwells as it was the accountants who gave The Clerk outdated advise. **(09/16) Minute to be removed.**
- 3609 A NALC survey on housing to be completed by the end of September. Cllr Jacobs to complete with The Clerk. **(09/16). Minute to be removed.**

- 3610 An email was received regarding changes to charging at Community Recycling Centres. The Clerk to add to website. **(09/16) Minute to be removed.**
- 3611 An invitation to attend 'Your Local Committee for Waverley discussing Military Covenant was received'. **(09/16) Minute to be removed.**
- 3612 An invitation to vote for your favourite park was received. Closing date for votes 30<sup>th</sup> September. The Clerk to put on the website. **(09/16) Minute to be removed.**
- 3613 Information regarding Thames Waste Arrangements was received. **(09/16) Minute to be removed.**
- 3614 A reminder to join the Surrey Hills Bike Challenge on 25<sup>th</sup> September was received'. **(09/16) Minute to be removed.**
- 3615 There is a damaged picnic table in the middle of Jubilee Park. Cllr Mathisen to see of it can be repaired and if not Richard Knight to dispose of it! **(09/16) Minute to be removed.**

### 13.0 ACCOUNTS FOR PAYMENT

- 3616 The following accounts for August and September were presented for payment, duly authorised and cheques signed:

#### ACCOUNTS FOR PAYMENT - August 2016 (raised 5.9.16)

Payee	Cheque no	Purpose	Amount
J Williams	3542	salary & home working	£499.90
J Williams	3543	Expenses stationery filing	£19.86
Richard Knight	3544	Maintenance	£631.84
Richard Knight	3545	Plot marking Cemetery	£30.00
SSE	3546	Post Office Ltd	£30.72
<b>Total</b>			<b>£1,212.32</b>



## ACCOUNTS FOR PAYMENT - Sept 2016

Payee	Cheque no	Purpose	Amount
J Williams	3547	home working and salary	£499.90
J Williams	3548	filing cabinet for RBL storage	£171.60
P Murphy	3549	Weedkiller	£25.45
TJ Tree Care	3550	Tree surgery Burford Rec	£1,260.00
<b>Total</b>			<b>£1,956.95</b>

### 14.0 MATTERS RAISED BY MEMBERS (FOR NOTING)

- 3617 Burford Rec bushes to the left have been cut back. The Council thanks Richard Knight. Richard to also cut back behind the tennis court through to Ham Lane. **(09/16) Minute to be removed.**
- 3618 Burford lodge play area – Richard Knight given permission to buy 30m of wood to go around climbing frame. **(09/16) Minute to be removed.**
- 3619 Pelhams -the lease has been renewed. The Clerk to ask the agent to get ragwort controlled and to fill in some of the ruts by the entrance. **(09/16) Minute to be removed.**
- 3670 It was brought to the parish council's attention that there have been three head on crashes in one week on Somerset Bridge. Apparently there is a Pokemon Go character on the bridge. **(09/16) Minute to be removed.**
- 3671 Pangs Lodge has been closing relatively frequently due to a lack of staff. The Council hopes that this doesn't mean that in six months it will be closed and turned into residential dwellings. **(09/16) Minute to be removed.**
- 3672 Beacon View Road has been improved but now there is an issue of speeding particularly by delivery lorries. **(09/16) Minute to be removed.**
- 3673 A request to put a mirror opposite the exit of Beacon View Road was advised against by Cllr Harmer. **(09/16) Minute to be removed.**
- 3674 The pitch has been enlarged at Burford rec but now it is difficult for the EVAA to access the allotment. Richard to cut back the willow tree. The issue of the difficulty of access for small vehicles via the Milford Road was again discussed. **It was advised that some fill had been out along the Milford Road access, Cllr Brooke to verify this. (09/16)**
- 3675 An ungelded horse has been causing a problem with two people charged. **(09/16) Minute to be removed.**
- 3676 The issue of encroaching greenery on pavements was raised. Cllrs were advised to send names and addresses to The Clerk who has a standard letter that can be sent out asking for vegetation to be cut back. The Clerk to place a recurrent message on website and in

EVN asking people to keep an eye on overhanging vegetation. **(09/16) Minute to be removed.**

- 3677 The condition of the track at end of Hookley Lane was raised and it was asked whether the muddy track could be improved? Cllrs queried whether such an improvement could be funded by SCC as part of the cycle route repairs i.e two access routes; Hookley Lane and Red House Lane. **SCC to investigate. (09/16)**
- 3678 The tenants of the horse field have made a manure pile against the EVAA boundary fence and it is now above the level of the rabbit proofing. The Clerk to contact the agent to ask for the manure pile to be piled either in a dedicated enclosure or against the opposite fence so that the effectiveness of the rabbit proofing is not compromised.

**Meeting closed at 10.10 pm**