

ELSTEAD PARISH COUNCIL
Minutes of Meeting

Monday 15th September 2014 at 7.30 pm
in the United Reform Church Hall, Elstead

Attendees: Cllr P. Murphy (Chairman) Cllr A. Thomas Cllr J. Holroyd
Cllr R. Holroyd Cllr J. Jacobs Cllr A. Jones
Cllr R. Terry Cllr B. Morgan Mrs E. Felton (Clerk)

Also attending were: Cllr J. Else Mr R. Knight PC Ian Heaphy
4 members of the public

2893 SURREY POLICE - PC Ian Heaphy

Following PC Heaphy's welcome as the replacement for PC Alex Regan, he provided an overview of his police record to date. He then provided copies of the crime figures for Elstead for 2014 year to date.

In response to a question regarding speeding in the village, he advised that he had been speaking to the Casualty Reduction Officer to arrange training for the volunteers involved in the Speedwatch project. Mr Organe reported that there had been six volunteers for the project to date.

Mr Matheson highlighted a concern discussed at the Hankley Users Group meeting regarding the use of trail bikes on the common. It was confirmed that neighbouring parishes have the same concerns and that action is required to attempt to resolve the problem. It was understood that PCSO John Francis was arranging for notices to be displayed on the common to show the appropriate Police telephone numbers to be called to report such incidences.

Discussion took place regarding the use of the '101' telephone facility to report non-emergency incidents. PC Heaphy suggested that if members of the public experience difficulty contacting the Police through this number, they ask the call-handler to record their concerns.

Discussion took place regarding the support from the Parish Council to support the use of a quad bike on the area. PC Heaphy agreed to investigate the possibility.

It was suggested that photographic evidence of the offence would be beneficial but that care should be taken in such circumstances and that members of the public should not challenge or approach the individuals involved.

Cllr Murphy asked PC Heaphy to pass on concerns of parishioners to the appropriate Police department regarding the excessive speed of Police out-riders clearing the roads in advance of the Tour of Britain cycle race through the village at the weekend.

PC Heaphy was thanked for his attendance.

PUBLIC QUESTION TIME:

- 2894 Cllr Else advised that she had contacted approx. twenty two organisations and businesses to inform them of the arrangements for the Tour of Britain race through the village to minimise disruption to their services.
- 2895 Cllr Else provided details of the RAF presentation taking place on Wednesday 17th September (copies of a flyer were available).
- 2896 Cllr Else reported that she had received a number of concerns regarding a planning application for Riverhouse Cottage and would be speaking to the WBC Planning Officer regarding these. She advised that should the application be 'called-in', public speaking would be allowed and the Parish Council could be represented at the meeting if appropriate. She confirmed that she would provide updates.
- Cllr Jacobs confirmed that the application had been considered by the Parish Council and a statement would be prepared and sent to WBC.
- 2897 Cllr Else advised that she was in discussion with WBC Planning department regarding the apparent lack of evidence of a retail unit on the old A.J. Tracy development site even though this was a condition of the planning consent. She confirmed that she would report progress regarding the investigations to the Parish Council.
- 2898 Mr Organe advised that information regarding the WBC New Local Plan was available on the Elstead Online website.

1.0 APOLOGIES FOR ABSENCE

- 2899 The Clerk advised that apologies had been received from Cllr Leif Davidsen who was absent due to business commitments. These apologies were accepted the by Council.

2.0 DECLARATIONS OF INTEREST

- 2900 No members disclosed 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 2007.

3.0 APPROVAL OF PREVIOUS MINUTES

- 2901 The minutes of the Parish Council meeting on 18th August 2014 were agreed and signed by the Chairman.

4.0 APPROVAL OF PLANNING COMMITTEE MINUTES

- 2902 The minutes of the Planning Committee meeting on 18th August 2014 were agreed and signed by the Chairman of the Committee.

5.0 MATTERS ARISING

- 2639 Local Committee (Waverley) – Cllr Harmer advised that no date regarding the timing of the feasibility study preparation was available as yet but he would advise in due course. (07/14)
- 2715 Post Office relocation – No new planning application received as yet. (08/14)
- 2746 Review of street maintenance – (see appendix A for full list of works) Cllr Murphy advised that his understanding was that only the work in Fullbrook Lane had been completed and all other works were still outstanding. (05/14)
- 2756 Additional drainage by Elstead Football Club to the Thursley Road Recreation Ground – **Works to commence w/c 15th September. Funding applications submitted.** (09/14)
- 2777 Footpath 62 - Removal of vegetation and installation of a hard surface. **No further update received regarding volunteer work from James Browne.** (09/14)
- 2779 Parking in Springfield – **Cllr Morgan advised that the questionnaire to residents was ready to be distributed during the next week and that a copy would be provided to Councillors.** (09/14)
- 2781 Seat Repairs - **The contractor had been in contact to say that due to ill-health the works had been delayed but would be undertaken ASAP.** (08/14)
- 2789 New Cycle Routes – **Cllr Thomas reported that she had contacted Peper Harow Parish Council and would be attending their next meeting to progress further.** (09/14)
- 2805 TAG Farnborough Consultation – **The Clerk reported that Part A of the consultation results were available online.** (09/14)
- 2830 Highways Localism Works – **Mr James Browne had confirmed that replacement of the finger post had been added to his list of works but it may be a while before it is available.** (09/14)
- 2882 Emergency Group Update – **Cllr Thomas reported that another meeting of the group was due to take place and that the date of the emergency pilot run had yet to be agreed. She advised that the form to residents was also in process.** (09/14)
- 2883 Staceys Farm Road – **It was agreed that the works to cut back the vegetation be included on the Highways Localism Works list but if that works are delayed, alternative arrangements to undertake the work on a timely basis be agreed.** (09/14)
- 2885 Allotments Entrance – **It was confirmed that the works had been completed.** (09/14)
- 2891 Tour of Britain Race – **Cllr Murphy advised that the race had taken place without incident apart from concerns regarding the speeding of Police out-riders.** (09/14)

6.0 POLICE UPDATE – PC IAN HEAPHY

See minute reference 2893 above.

7.0 DEFIBRILLATORS

- 2903 Cllr J. Holroyd advised that SECAM recommended that as a priority defibrillator units be sited in areas most used by members of the public and located inside a building to minimise the risk of theft.

Cllr J. Holroyd suggested that if three units were available they be placed at the Cricket Pavilion, the Tennis Club and centrally in the village, possibly in the Spar. Access to the Tennis Club was discussed and it was suggested that arrangements could be agreed with them to allow access to the football club.

The Clerk reported that the Billmeir Trust would be providing a formal pledge to advise their level of funding support for the purchase of the units.

Cllr J. Holroyd proposed the purchase of three units. This was seconded by Cllr R. Holroyd and agreed by the Council.

It was agreed that the advice of SECAM as experts in the field be accepted and that the three suggested locations be provisionally agreed.

Cllr J. Holroyd was asked to investigate the purchase process and installation arrangements.

8.0 CPRE MEMBERSHIP

- 2904 Cllr Murphy advised that the Parish Council had previously been members of the CPRE organisation but membership had been withdrawn as it was not felt appropriate for a public body to remain as members following their change of name/status.

Cllr Morgan advised that they were the only effective organisation to co-ordinate the views on behalf of rural areas in Surrey.

Discussion took place regarding the merits and benefits of joining the organisation. Cllr Jacobs proposed that in light of the phase of planning changes in the near future, the Parish Council renew their membership. As a result of a voting process, five members voted to join so the proposal was agreed. The Clerk was asked to make the necessary arrangements.

Cllr Morgan agreed to attend meetings to represent the Parish Council.

9.0 NEIGHBOURHOOD PLAN

- 2905 Cllr Jacobs advised that she had been contacted by several people to register their interest in being involved in the preparation of a Neighbourhood Plan. She reported that following further investigation and a better understanding of the amount of work involved in the process, she proposed that the Parish Council proceed with preparation of a Neighbourhood Plan. This was agreed by members.

Cllr Jacobs advised that the first action was to agree the planning boundaries and suggested that it would be beneficial to contact neighbouring parishes to ascertain whether they would be interested in participating as an informal cluster to prepare the plan collaboratively. She proposed that she contact Peper Harow, Thursley and Rushmoor Parish Councils to gauge their level of interest. The Council gave approval for Cllr Jacobs to consult with the three parish areas.

Discussion took place regarding the possibility of including Tilford and Brook in the planning process.

Cllr Murphy suggested that a public meeting be arranged in the near future to inform residents of the plan.

10.0 NEW WAVERLEY LOCAL PLAN

2906 It was highlighted that residents had not yet received the copy of the 'Making Waves' leaflet which provided details of the consultation for the New Local Plan. Cllr Morgan agreed to circulate copies to members and investigate the distribution timescale.

Cllr Murphy advised that the Local Plan exhibition trailer would be at the Cricket Pavilion on 24th September from 11.00 am to 1.00 pm.

It was agreed that a Parish Council meeting take place on Monday 22nd September in order to prepare a response to the consultation as the deadline for receipt of response was 17th October which was after the next Parish Council meeting.

It was agreed that the two main response areas for consideration were the proposal to remove Elstead settlement area from the Green Belt and the eight sites identified for possible development.

Discussion took place regarding the availability of supporting documentation and the ability to download materials from the WBC website. Cllr Morgan agreed to provide copies of the Green Belt review document to members along with details of the four possible scenarios.

11.0 SEATING REQUEST

2907 Discussion took place regarding the placement of a new seat close to the village green. It was suggested that the Clerk make contact with a property adjacent to the village green to ascertain whether they would be happy for a seat to be placed on the area in front of their property or whether other locations can be identified.

12.0 HGV TRAFFIC

2908 Cllr Morgan advised that there was an initiative from central Government – 'New steps to keep lorries on the right road' - for Parish Councils to take responsibility for the issue and take reasonable steps to resolve the problem locally.

He suggested that if support is demonstrated by a sufficient number of Parish Councils, it may be possible to change the information passed to satellite navigation systems to stop the use of unsuitable roads by HGV's.

The Parish Council agreed to support the initiative and asked that Cllr Morgan register their interest.

13.0 HUG MEETING

2909 Cllr Murphy advised that the problems associated with the use of trail bikes had already been discussed earlier in the meeting with the Hankley Users group arranging for notices to be displayed with appropriate telephone numbers.

14.0 CEMETERY

2910 The Clerk reported that the previous Clerk, Mr Chris Newman, had offered to continue to act as the Parish Council contact for making arrangements for the Cemetery. Following discussion it was agreed that the Clerk take on the role of Cemetery Representative and that she make arrangements for the relevant files and information to be passed over to her.

15.0 REPORTS AND CORRESPONDENCE

2911 The Clerk provided details of the SALC AGM meeting which Cllr Morgan and Cllr Jones expressed an interest in attending. A poster providing details of the Local Committee (Waverley) meeting taking place on 26th September was also passed to members.

The Clerk also mentioned that the Parish Council would be invited to attend the Firewise Launch event in Thursley on 11th October.

Cllr Murphy reported that he had received correspondence from WBC Enforcement team advising that no further action would be taken following the removal of the majority of the tipping materials and the demolition of a building without planning consent on the Federal Mogul site.

16.0 ACCOUNTS FOR PAYMENT

2912 The following accounts for September were presented for payment, duly authorised and cheques signed:

Payee	Cheque no	Purpose	Amount
Grasstex Ltd	3211	Grass cutting	£4,794.72
E. Felton	3212	Salary & expenses	£328.44
The Post Office	3213	HMRC payment	£208.80
Richard Knight	3214	Maintenance & Burial	£276.56
Total			£5,608.52

Discussion took place regarding the grass cutting contract and the level of satisfaction of the service in place. It was suggested that the Burford Lodge and Thursley Road recreation areas may need spraying during spring next year.

17.0 MATTERS RAISED BY MEMBERS (FOR NOTING)

- 2913 The Clerk was asked to include the Burford Lodge extension land on the agenda for discussion at the next meeting to determine whether it's rental should be put out to tender.
- 2914 Cllr R. Holroyd enquired whether it would be possible for vehicles attending a wedding reception in the village to park on the grass area adjacent to the Burford Lodge car park. Following discussion it was agreed that in principle it would be possible dependent upon the date, timing and weather conditions on the day of the event. Cllr R. Holroyd agreed to obtain the information so that arrangements can be made.
- 2915 It was confirmed that the litter bins at Burford Lodge were being emptied.

Meeting closed at 21.25 pm

REVIEW OF STREET MAINTENANCE

Jetting

- Drain opposite the Woolpack - This floods during heavy rain, but clears slowly afterwards. It needs further jetting to establish if there is a fractured pipe under The Green.
- Drain in Red House Lane – blocked.
- Drain outside former Chinese restaurant – partially cleared, but still causes flooding in heavy rain.

Tree cutting

- North side of Milford Road, past Burford Lodge – the trees obscuring the streetlights need cutting back
- The tree behind the old bus shelter site on the corner of Springfield and Milford Road needs taking down (overhanging pavement).

Other flooding

- Layby near the bus stop on Milford Road - Needs patching to realign the surface in order to get water to flow into the adjacent drain.
- Flooding in Springfield – SCC are to check if the drainage pipe broken by WBC has been repaired - Heavy flooding was reported here over the Christmas period.
- Thundry Farm/Fulbrook Lane - Not clear what can be done to solve this problem, as in times of flood the road is lower than the river into which the road ditches drain, so the river then starts to flood the road. Some works have been undertaken to try and improve the situation.
- Hookley Lane/Milford Road - The stream draining this area has not been cleaned out by the riparian owners, causing flooding along its length. SCC has taken over enforcement authority for such cases from the land drainage authority (WBC) where the problems affect the highway. Mr Fowler is trying to get the owners to co-operate to clean out the stream, but without success so far. Enforcement action may be necessary.
- Truxford Corner - The works carried out on the south side of the bend are satisfactory, but there is some ponding on the right of the first bend travelling south. The road surface probably needs realignment.