

ELSTEAD ANNUAL PARISH COUNCIL

Minutes of Meeting

Monday 16th November 2015 at 7.30 pm

United Reform Church Hall, Elstead

Attendees: Cllr P. Murphy (Chairman) Cllr K. Brooke Cllr R. Gardner
Cllr J. Holroyd Cllr R. Holroyd Cllr J. Mathisen
Cllr. R. Rees Mrs E. Felton (Clerk)

Also attending were: Cllr D. Harmer (SCC) Mr M. Organe (until 7.55 pm)
Press representative – Surrey Advertiser

PUBLIC QUESTION TIME

3231 *Mr Michael Organe had provided members with a copy of the Speed Watch results to date in advance of the meeting.* Mr Organe confirmed that the speed checks in the village would be continuing with a team of ten trained volunteers and a further five people to be trained. Mr Organe was thanked for his efforts on the reintroduction of the scheme.

1.0 APOLOGIES FOR ABSENCE

3232 Apologies had been received from Cllr L. Davidsen, Cllr J. Jacobs, Cllr Jenny Else (WBC) and Cllr David Else (WBC) who were not able to attend due to personal and business commitments. These apologies were accepted by the Council.

2.0 DECLARATIONS OF INTEREST

3233 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

3234 The minutes of the Parish Council meeting held on 16th October 2015 were agreed and signed by the Chairman.

4.0 APPROVAL OF PLANNING COMMITTEE MINUTES

3235 The minutes of the Planning Committee meeting held on 16th October 2015 were agreed and signed by the Chairman.

5.0 MATTERS ARISING

2746 Review of street maintenance – (see appendix A for full list of works) Cllr Murphy advised that the drainage works on Milford Road (opposite the Woolpack) had been undertaken and works to the culvert on Shackleford Road had also been completed. (09/15)

- 2918 Tracys Development site –The new planning application was due to be considered by the Planning Committee at their meeting taking place immediately following the Parish Council meeting. (10/15)
- 2957 Tanshire – Following discussion Cllr Else was asked to request that the application be called in for consideration by Committee if the officers intend to recommend approval. (08/15)
- 3025 Footpath at the end of Red House Lane onto the common – Cllr Murphy confirmed that the MOD had accepted the offer of a contribution towards the fittleworth stone on BW92 and they had advised that they intended to improve BW504 at their cost. (05/15)
- 3026 Closure of Footpath 64 – Needs to remain closed at present due to undercutting of the path. SCC to consider options to reopen. (04/15)
- 3079 Weyburn Works –It was confirmed that the footpath application had been withdrawn. (10/15)
- 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)
- 3136 Springfield Parking Proposal – Cllr Murphy advised that a plan of the improved parking proposal had been received from Cllr Harmer and that he had asked that the plans be communicated to the properties adjacent to the new lay-by site. (10/15)
- 3137 Beacon View Funding Request – The Clerk advised that no further communication had been received regarding the proposal. (08/15)
- 3151 Change of location of VAS – **See minute reference 3239 below.** (11/15) *Item to be removed as matter outstanding.*
- 3153 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.** (11/15)
- 3154/ Bus Stop on Thursley Road - **Cllr Harmer advised that he thought it had been proposed that a request stop be located by the Cricket Pavilion on Thursley Road. Cllr Murphy agreed to check to see if it was already in place.** (11/15)
- 3164 Improved access arrangements for mobility scooters at allotments – **The Clerk confirmed that Mr Knight had completed the remedial repairs to the damaged areas.** (11/15) *Item to be removed as matter outstanding.*
- 3165 Flooding in Springfield – Cllr Brooke advised that WBC were in the process of undertaking a mapping exercise to determine the drainage system in place in Springfield and that the silted drain on the perimeter Bonfire Hill needed to be cleared by the land owner. (10/15)
- 3172 Weyburn Works Site – See minute reference 3237 below. *To be removed as matter outstanding.*

- 3183 Highways Task Group Items – to be discussed at Western Villages Highways Task Group meeting. (10/15) *To be removed as matter outstanding.*
- 3187 Vegetation on Milford Road – *to be removed as matter outstanding*
- 3190 Overhead Cables - The Clerk confirmed that she had reported the trees on electric overhead cables to SSE. (10/15)
- 3203 Nails in tyres – **The Clerk reported that PCSO Francis was not able to attend the meeting but had been invited to attend the December meeting instead.** (11/15).
- 3205 New post box – **The Clerk advised that the new post box was due to be installed before the end of November.** (11/15)
- 3206 Framptons Proposal – **A question was raised regarding the reasons for Framptons changing the layout of the development proposals.** (11/15)
- 3211 WBC Planning Letter – **It was confirmed that a letter had been sent to WBC Planning Services to highlight concerns regarding the disregard of comments made by the Parish Council and parishioners regarding planning applications. A meeting to discuss the matter has been arranged for 10th December. Cllr Jacobs and Cllr Rees are due to attend to represent the Parish Council but other members are invited to attend if they would like to.** (11/15)
- 3212 Linden Homes Revised Proposal – **Cllr Murphy advised a meeting had been arranged with WBC to discuss the planning application for the Weyburn Works site. Representatives from Peper Harow Parish, the NH Plan Weyburn working group and Cllr Jacobs and Cllr Murphy to represent Elstead Parish Council, were due to meet with WBC in December.**

Mr Organe advised that the area of the Weyburn Works site identified for a care home on the plans was for sale. Discussion took place regarding the possible complications with regards to planning if the land was split into two. Cllr Murphy confirmed that the Parish Council had sent a letter to WBC reinforcing their original objections to the planning applications and the possible loss of employment opportunities in the village. (11/15)

6.0 NEIGHBOURHOOD PLAN

- 3236 Cllr Rees advised that the questions for the survey had been completed and that the final version should be available for distribution shortly. He confirmed that the survey would be available online and in paper format. Cllr Rees was thanked for his work on the project. All Councillors confirmed that they were happy to be involved in the distribution process.

7.0 WEYBURN WORKS GATE PROPOSAL

- 3237 Cllr Roger Holroyd confirmed that he had researched the options for the gate to be installed on the footpath on Weyburn and had shortlisted two possible designs. He advised that he was in the process of speaking to the land owner to gain his views and permission for the gate to be installed. Discussion took place regarding the need for the gate to allow for pushchair and wheelchair access. Cllr Roger Holroyd agreed to report further at the next meeting so that a decision could be made.

8.0 GREEN BELT REVIEW

3238 *Cllr Murphy had circulated a paper to members in advance of the meeting following his meeting with WBC representative to discuss the Green Belt.*

Cllr Murphy explained that as part of the Local Plan process, WBC was looking at the Green Belt areas to ascertain whether any were suitable for redesignation. He advised that two possible scenarios for Elstead were highlighted at the meeting. These were to remove the Elstead settlement area from the Green Belt and/or to modify the Green Belt area so that the Weyburn area and Burford Lea (including the recreation ground and extension land) were removed.

Cllr Murphy advised that he had informed WBC that covenants exist on much of the Burford Lea land and that the Parish Council wanted it to remain as recreational. He advised that WBC had taken note of his comments.

Cllr Murphy explained that WBC Green Belt policies were not entirely consistent with NPPF and that if a planning appeal were to take place, the Planning Inspectorate would refer to the NPPF when considering the application, not WBC policies.

It was highlighted that the Parish Council would be consulted on any proposals to change the designation. Discussion took place regarding the possible implications of the different kinds of development that would be allowed if the Green Belt designation were removed. It was highlighted that the NH Plan would include the preferred development types, styles etc. following collation of the responses from the survey.

9.0 WESTERN VILLAGES HIGHWAYS TASK GROUP MEETING

3239 Cllr Murphy reported that he had attended the recent Western Villages Highways Task Group meeting and that the two main discussion items for the village were the installation of a second VAS at the start of the 30 mph speed limit on Milford Road (from the A3) and if funding allowed, the preparation of a feasibility study to extend the parking layby on Thursley Road opposite the village hall towards the village green. Cllr Murphy advised that he would be meeting with Mr Adrian Selby (SCC) later in the week to discuss these two matters further.

Cllr Murphy also reported that he would be speaking with Mr Selby about the possibility of moving the chevrons on the bend at the Shackleford Road junction to provide better visibility and the replacement of a second chevron on the opposite verge.

Discussion took place regarding the planned improved parking arrangements in Springfield (opposite the surgery). It was suggested that this would take place in March 2016. The Clerk was asked to include a note in the parish magazine to inform people of this proposal.

A discussion took place regarding the process by which funding is allocated to Highways works and recent works in Homefield, Thursley.

10.0 SPEEDWATCH RESULTS

Discussed during Public Question Time above (see reference 3231).

11.0 BUDGET CONSIDERATIONS 2016-17

3240 In advance of the Finance Committee meeting due to take place the next week; Councillors suggested the following items for consideration:

- Burford Lodge play area refurbishment (possibly resurrect play area committee)
- Neighbourhood Plan
- Upgrading of accesses onto the common (e.g. Hookley Lane)

Discussion took place regarding whether the Parish Council were able to identify and fund a solution to the parking problems which exist around the village green. It was agreed that a feasibility study would need to be undertaken to identify a suitable resolution to the problem and that this should be funded from the SCC Highways budget. It was agreed that the results of the planned NH Plan survey would provide feedback on the problem.

12.0 REPORTS AND CORRESPONDENCE

3241 The Clerk reported the following items of correspondence had been received:

- Advice received from WBC that they were planning to undertake a memorials safety inspection of the cemetery on Thursley Road during December (not Woolfords Lane).
- A letter of thanks from The Clockhouse for the recent donation and an invite to their AGM in March 2016.
- A letter from Citizens Advice Waverley to ask if the Parish Council were able to contribute towards training costs. It was agreed to include this as an agenda item at the December meeting.

13.0 ACCOUNTS FOR PAYMENT

3242 The following accounts for November were presented for payment, duly authorised and cheques signed:

Payee	Cheque no	Purpose	Amount
Imagine Places Ltd	3426	Neighbourhood Plan costs	£3,576.00
URC hall	3427	Room hire	£70.00
Elaine Felton	3428	Salary and expenses	£328.44
The Post Office	3429	HMRC payment	£208.80
Richard Knight	3430	Maintenance & Cemetery costs	£170.63
Total			£4,353.87

14.0 MATTERS RAISED BY MEMBERS (FOR NOTING)

3243 Cllr Joan Holroyd and Cllr Rees advised that the Elstead Emergency Response Group (EER) were intending to hold a meeting at the beginning of December to test the process of four possible emergency scenarios. They advised that a rota of EER members was in place and asked if the Parish Council wished to have their own rota so that they could be called upon in the case of an emergency. All Parish Councillors and the Clerk agreed to be included.

Cllr Rees advised that the two plans were in the process of being combined and should be available shortly.

3244 Cllr Mathisen reported that another branch had fallen off of the tree of Church Green.

3245 In response to a question regarding the process by which parishioners could be nominated for consideration for a Smiths Charity donation, Councillors were informed that details should be passed to the Clerk in advance of the meeting on 25th November.

3246 Cllr Gardner raised a question regarding the possible safety concerns to walkers when cyclists use the boardwalks on the common. The Clerk was asked to raise the concern with Mr James Giles (NE).

Meeting closed at 8.40 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.

