



3982 Concern was expressed last month with the possible closure of the Hyper Acute Stroke Unit at Guildford. The Rt Hon J. Hunt MP has brokered a private meeting with key medical stakeholders on 21<sup>st</sup> April. The main concern is the effect that the ambulance response time will have on potential patients. Anyone wishing to raise anything specific can do so by contacting Cllr J. Else. **(03/17)**.

#### **1.0 APOLOGIES FOR ABSENCE**

3983 Apologies were received from Cllr L. Davidsen and Cllr D. Else who were not able to attend due to business reasons. These apologies were accepted by the Council.

#### **2.0 DECLARATIONS OF INTEREST**

3984 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**

3985 The minutes of the Parish Council meeting held on 20<sup>th</sup> February 2017 were agreed and signed by the Chairman.

#### **4.0 APPROVAL OF PREVIOUS PLANNING MINUTES**

3986 The minutes of the Planning meeting held on 20<sup>th</sup> February 2017 were agreed and signed by the Chairman.

#### **5.0 MATTERS ARISING**

3987 There are two footpaths that need improvement. The MoD 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. The PC wishes for SCC to appoint Elstead as its agent to do the job however despite several attempts to contact the SCC countryside department there has been no response. Cllr Mathisen to forward all correspondence to Cllr Harmer who will follow it through on our behalf. The next HUG meeting will be held on 21.3.17. **(03/17)**

3988 Improved cycle route Elstead to Milford/Rodborough. Some of the route needs improving and runs over MoD land. The MoD 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 sent Cllr Harmer an email regarding the detour route. **(10/16)**

3989 Closure of Footpath 64 – Cllr Harmer advised that the footpath is to remain closed for a further year. (05/16) The Ramblers Association has heard that the footpath will reopen imminently. Cllr Murphy has written to the countryside department at SCC and is still waiting for a response. **(03/17)**.

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)

- 3990 Flooding in Springfield – there is still no action from SCC. An initial response was received from Framptons but it failed to answer the question. The Clerk has written but still not received a reply as to whether the covering of the drain was authorised. **The Clerk to write again. (03/17).**
- 3991 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. **(12/16). Minute to be removed next month.**
- 3992 Joint training session for all Western Villages to attend and to be run by WBC. Thursley wish to hold its own meeting with Peter Cleveland therefore it is felt that such a training session would not be productive at this moment. **(03/17). Minute to be removed next month.**
- 3927 School Fruit Trees – The PC is hopeful in finding more suitable sites for the planting of more of these school-grafted fruit trees around the village. **(02/17).**
- 3993 The condition of the track at the end of Hookley Lane needs improving. Cllr Gardner to meet with Richard Knight to determine what materials are required to do the work. The Clerk to confirm whether the PC insurance covers the 8-10 volunteers who will be doing the work. Any machinery work such as the use of a mini digger or chain-sawing to be done only by Richard. As this work is to be done on a bridleway it is important to notify SCC countryside department. **(03/17).**
- 3994 Paul Williams has agreed to join the Pavilion Trust. All cllrs approved this nomination. **(03/17). Minute to be removed next month.**
- 3995 There is considerable wear and tear on the Thursley Road football pitch. Assuming that WBC pay £700 from PIC funding, The PC agreed it would fund £200 if necessary. The PC to pay the bill and then invoice the Sharks with the deficit. As of 20<sup>th</sup> February 2017 no funds have been transferred from WBC. **The Clerk & Cllr J. Else to follow up. Work to start 25.03.17. (03/17).**
- 3996 Cllr Murphy declared an interest in this item. Matt Lank has suggested that £1,500 be made available to fund improvements to the water supply for the cricket square. ECC to fund the remainder but may need to apply to the PC for some financial assistance. The Clerk & Cllr J. Else to follow up when the PIC payment will be made. **(03/17).**
- 3844 Cllrs agreed that a rent increase for the tennis courts should be considered before June 2017 which is when the next rent is due. The lease states that the rent should increase by 3% annually and this increase has not been applied. **(12/16).**
- 3934 Beacon View Road BT Phone Box - Cllrs agreed in principle that they would be happy to buy it from BT for £1 and turn it into a community library following a suggestion from a parishioner. It will cost £20 a year to insure. The parishioner who originally suggested it is unable to manage the project at the moment. The PC to wait on the result of the consultation process to see if and when it will be available and at that time take a decision on publicising for a volunteer to manage the project. **(02/17).**

- 3935 A request to join Thursley and other western villages in a meeting regarding concerns felt in the recent performance and decision-making process of WBC planning department has been received. Cllr Murphy to attend from Elstead. Any other Councillors are welcome to attend this meeting to be held on 9<sup>th</sup> March at 10am at Frensham. **(02/17) Minute to be removed as covered in item 7.**
- 3936 The Clerk has posted a copy of the letter sent to Paul Wenham on the PC website. The letter illustrated the PC's frustrations at how the application has been dealt with. The Clerk has subsequently written to Peter Cleveland asking for a copy of the final Enforcement report. **(03/17).**
- 3902 Confirmation was given that the EPC precept request has been received. The precept and compensatory grant requests will be discussed on 21<sup>st</sup> February 2017. **(01/17) Minute to be removed next month as covered in item 10.**
- 3997 A parishioner expressed concern over a large pothole on B3001 which appears half way between The Seale Road and The Donkey causing cars to cross into the path of on-coming vehicles. The Clerk logged the pothole and Surrey CC Highways have completed the work. **(03/17). Minute to be removed next month.**
- 3998 The movement of the 30mph limit eastwards on the Milford road is complete. The Clerk wrote to Adrian Selby thanking him for his hard work in enabling this project to be realised. The new VAS has been installed. **(03/17). Minute to be removed next month.**
- 3829 Local EER Responses to be re-invigorated. **(12/16)**
- 3830 An issue has arisen where the school believes it needs to use the Village Hall in case of an emergency evacuation. The EER team to ensure the School is aware of the Village Emergency Response Plans but that it must have its own plans as set out by the Local Authority. **(12/16)**
- 3941 The Clerk to ensure the EER insurance is renewed in April. **(02/17).**
- 3999 EER document has been added to the PC website by The Clerk. **(03/17). Minute to be removed next month.**
- 4000 Information that Witley PC was liable to pay £500k damages to a bus driver who was hit by a tree were shared. The Clerk contacted a tree surgeon to ask for a written report regarding our trees to fulfil the council's duty of care. The tree surgeon explained that a special qualification was required and not many tree surgeons have such a qualification. Tom is happy to do the course in June. Cllrs agreed that the survey can wait until June. The Clerk to meet with Tom Pearse before the next PC meeting so that the work estimate can be approved in April's PC meeting. **(03/17).**
- 4001 Cllrs questioned whether the VAS by the zebra crossing needed recalibrating as it appeared to be triggering when vehicles were going past at under 30 mph. The Clerk contacted Adrian Selby and it will be assessed in March/April. **(03/17).**
- 4002 Hookley Lane residents were anxious following the various attempted break-ins recently. Cllrs questioned whether there could be police attendance at the start of the next PC

meeting to reassure residents. The Clerk arranged police attendance. **(03/17). Minute to be removed next month.**

#### **6.0 REPORT FOLLOWING JOINT PARISH & TOWN COUNCIL MEETING HELD 6<sup>th</sup> MARCH 2017.**

4003 (a) Notes from the meeting were circulated to cllrs beforehand. WBC consultants revealed the CIL levy on a typical 3 bedroom, 90square metre dwelling would be £27,000 of which 25% would come to the council if the council has an NHP in place. It is expected that councils should be able to keep the monies and use it as they see appropriate. Cllr J. Else recommended that EPC keeps sending CIL/PIC requests to WBC as requests go on a waiting list.

(b) Part 2 of the Local Plan is due in November. WBC would like to receive our site assessments by then. The Inspector has asked some probing questions and there is a chance that this might cause a delay to the process. **(03/17) Minute to be removed next month.**

#### **7.0 REPORT FOLLOWING WESTERN VILLAGES PLANNING MEETING HELD 9<sup>th</sup> MARCH 2017.**

4004 At the meeting it was agreed that there would be a joint meeting of all the Western Villages with consultants who have been employed by WBC. Consultants are investigating what are the main issues felt by PC's with WBC planning department. **Meeting to be held on 30<sup>th</sup> March, Cllr Murphy to attend. (03/17).**

#### **8.0 NEIGHBOURHOOD PLAN**

4005 Weyburn – The first application has been approved therefore allowing 69 dwellings on the land. The second application is to appear before The Joint Planning Committee on 28<sup>th</sup> March. The NHP team to meet on 23<sup>rd</sup> March to discuss their position on both applications. Dawn Davidsen and Cllr Murphy both to speak at the Joint Planning Committee. **(03/17).**

4006 BT Exchange Land - Cllr Murphy has spoken with BT. The land is owned by Telereal Trillium who have no plans to sell/develop the site until BT no longer have use for the land. **(03/17). Minute to be removed next month.**

4007 WBC owned land - Cllr Murphy has tried to contact Andrew Smith to establish whether any land could be made available for development. Cllr J. Else to help facilitate a meeting. **(03/17).**

4008 The Housing Sub Committee to meet on 26th March 2017 to assess alternative development sites to those proposed by WBC. **(03/17).**

4009 Cllr Jacobs and Angela Koch met with the Chair of Witley NHP on 2<sup>nd</sup> March. Witley have only just begun the NHP process. They are keen to work with E&WNHP team on the proposed cycle route. **(03/17). Minute to be removed next month.**

4010 Angela presented the first draft policies on 2<sup>nd</sup> March 2017. A follow-up meeting to be held at the beginning of April. It is expected that the plan will be written by early July. The NHP team are working towards holding a public meeting on 6<sup>th</sup> July where the policies will be presented. **(03/17)**

3887 A discussion was held regarding how best to obtain the views of the younger members of the parish. One member of the NHP had suggested a Youth Forum but the ease of getting teenagers to attend a meeting at the weekend was questioned. Cllr Rees agreed to write a letter to key individuals who work with teenagers in the village to try to find ways to engage them. **(01/17)**. The Clerk to liaise with the school so that the views of younger children could be obtained. **(01/17)**. The NHP team to also ask pupils at Rodborough School what they would spend money on. **(01/17)**.

4011 Dunsfold – the planning application has been called in. If the plans are rejected this could mean that we will need to find more houses. **(03/17)**.

## **9.0 PLAY AREAS SUB COMMITTEE**

4012 Site visit completed and costs for the rota net, zip wire, log basket swing and large pirate ship total £29,500 . The PC has set aside £3,000 both in this fiscal and next fiscal to help fund this. The PC has approved the expenditure and has confirmed that the sub committee can proceed. The sub committee gained a comparison cost from Komplan which is significantly more expensive at £51k (incl vat and with a 10% discount). Some pieces of equipment are better but some are not as good as the initial pieces selected from Sovereign. **Further comparisons with other suppliers to be arranged. Cllr Holroyd to contact Matt Lank at WBC for more play equipment suppliers. (03/17)**.

3593 The play area sub-committee have started to research a suitable replacement for the train. **(09/16)**

4013 The play area sub-committee have applied to the Billmeir Trust for funding and are awaiting a decision. **(03/17)**.

3948 Funding: Application to WBC for £3,000 has been successful. Cllr J. Else to follow up when the monies will be paid. Application to Tesco Bags of life complete and awaiting a decision. **(03/17)**

3827 The Clerk / Cllr J. Holroyd to write to Tanshire Park to ask whether they might consider funding the Burford Lodge Rec play equipment improvements. **(12/16)**.

4014 Members Allowance: the application for £1,500 from Cllr Harmer was successful and the monies have been received. **(03/17)**. **Minute to be removed next month.**

## **10.0 UPDATE ON FINANCIAL STATUS FOR FY17/18**

4015 WBC have confirmed that Elstead PC will receive the following payments for FY 17/18: £38,000 Precept, £3,360 compensatory grant payment and £670 council tax support grant. **(03/17)**. **Minute to be removed next month.**

## **11.0 ANNUAL REPORT**

4016 A draft annual report was circulated before the meeting. Cllrs to make any comments on the draft by the end of the month. **(03/17)**.

## **12.0 RISK ASSESSMENT**

4017 The risk assessment for 2017/2018 is approved and was signed in front of members. **(03/17). Minute to be removed next month.**

### **13.0 CHANGE TO ALLOW ONLINE VISIBILITY OF BANK ACCOUNT**

4018 The clerk explained that it would be beneficial to have online visibility so that payments could be checked easily rather than having to go into branch. No payments would be made online. The Clerk and Cllr Murphy to have online access to the bank account. **(03/17).**

### **14.0 CHANGE TO CLERKS CONTRACTED HOURS**

4019 Cllrs asked that the increase in working hours (due to NHP involvement plus working on special projects such as The Playareas Sub Committee) should be should be represented with an increase of paid hours work from 40 to 60 hours per month. Cllrs recommended that The Clerk receive a backpay of 20 hours per month for three months. The Clerk to arrange for a new contract to be drawn up. **(03/17). Minute to be removed next month.**

### **15.0 REPORTS AND CORRESPONDENCE**

4020 A letter was received from The Clockhouse thanking the PC for their kind donation of £1,500 towards their lighting project. **(03/17). Minute to be removed next month.**

4021 Fallen floodlight at Burford Rec: A floodlight toppled over w/c 24<sup>th</sup> February. The PC expressed disappointment and concern that the light is still lying on the ground with insufficient safety fencing around it. The Clerk to write to The Sharks expressing the PC's concern and asking for confirmation that the electricians have been disconnected. The Sharks to also confirm in writing that they are insured. **(03/17).**

4022 Fallen tree on B3001.: The Clerk reported a fallen tree that was blocking more than half of the carriageway following the strong winds in late February. **(03/17). Minute to be removed next month.**

4023 Stroke Consultation: An email was received detailing a review of stroke care provision. There will be sessions in Milford 27<sup>th</sup>, Cranleigh 22<sup>nd</sup> and Haselmere 28<sup>th</sup>. Anyone can attend to give a voice. **(03/17). Minute to be removed next month.**

4024 WBC LPP1 update: an email was received with links updating interested parties on progress. Links can be opened to study the initial questions raised by The Examiner and WBC's response. **(03/17). Minute to be removed next month.**

4025 Waverley E News: The e newsletter contained details of the Council Tax increase and the date for the Surrey County Council Elections. **(03/17). Minute to be removed next month.**

4026 Brightwells Regeneration: Press release detailing the decision of the High Court Judge who has rejected the call for a review of this scheme in Farnham. **(03/17). Minute to be removed next month.**

- 4027 Dunsfold: Press release explaining that Dunsfold Park development has been called in by the Secretary of State. **(03/17). Minute to be removed next month.**
- 4028 Godalming By-Election: Press release regarding the need for a by-election following the resignation of a Godalming Town Councillor. **(03/17). Minute to be removed next month.**
- 4029 Waverley Balances the Budget: Press release detailing Waverley's 17/18 budget. **(03/17). Minute to be removed next month.**
- 4030 Your Local Committee for Waverley: an advertisement for a meeting on 24<sup>th</sup> March to discuss this year's highways work. **(03/17). Minute to be removed next month.**
- 4031 NALC updates: notification was received of two legal updates, LTN 31 and LTN 80. **(03/17). Minute to be removed next month.**
- 4032 Details were received on An Introduction to Project Management Course to be held on 7<sup>th</sup> September 2017. **(03/17). Minute to be removed next month.**
- 4033 Details were received on Clerks Leadership Day to be held on 27<sup>th</sup> April 2017. **(03/17). Minute to be removed next month.**

## 16.0 ACCOUNTS FOR PAYMENT

- 3918 The following accounts for March were presented for payment, duly authorised and cheques signed:

### ACCOUNTS FOR PAYMENT - March 2017

Payee	Cheque no	Purpose	Amount
Juliet Williams	3631	Salary	£484.90
Juliet Williams	3632	Working from home	£15.00
Veolia	3633	Bin emptying	£70.20
South East Water	3634	Water at Woolfords Lane Cemetery	£47.27
Richard Knight	3635	Maintenance	£236.00
URC	3636	Hall hire for PC meetings Jan, Feb and March 2017	£42.00
Village Halls	3637	Committee Room for NHP site ssession meeting	£8.00
Imagine Places	3638	NHP training policy writing	£4,620.00
Juliet Williams	3639	Salary - backdated hour increase for 16/17	£58.24
			<b>£5,581.61</b>

## 15.0 MATTERS RAISED BY MEMBERS (FOR NOTING)

- 4034 The Weyburn Appeal Decision: The s106 agreement recommended that Peter Pan should receive £46,000 however neither Peter Pan nor the Recreational Trust have received any formal communication or discussion about this. **Cllr Murphy to question WBC over this matter. (03/17).**

- 4035 CIL Monies: Cllr Jacobs to discuss with Dawn Davidsen (who in turn to liaise with Peper Harow) how the monies should be spread across the NHP area. (03/17)
- 4036 Fly Tipping Somerset Bridge: Any examples of fly tipping should be reported to WBC Environmental Services immediately. **(03/17). Minute to be removed next month.**
- 4037 Dog waste: There are increased levels of dog waste and a bin is needed along Back Lane. The position of the bin to be determined by the PC. **(03/17)**
- 4038 Gullies: Overflowing gullies outside The Holt and outside The Woolpack. **The Clerk to report. (03/17).**
- 4039 Drones: A personally owned drone was spotted flying above a garden. The PC to add some advisory words on the PC website about owners having consideration for other people's safety and privacy when flying a drone. Anyone causing a nuisance with a drone can be reported to the CAA. **(03/17). Minute to be removed.**
- 4040 HUG meeting: The next HUG meeting will be held on 21<sup>st</sup> March 2017. Cllr Mathisen to ask what their policy is on drones. Any other items for discussion to be sent to Cllr Mathisen. **(03/17). Minute to be removed next month.**

**Meeting closed at 9.30 pm**