

## **ELSTEAD PARISH COUNCIL ANNUAL REPORT 2017/8**

### **INTRODUCTION**

1 This report describes the main items of business carried out by the Council during the financial year 2017/18. It is available on the Council website ([www.elstead-pc.gov.uk](http://www.elstead-pc.gov.uk)).

### **COUNCIL MEMBERS**

2 The members of the Parish Council are Mrs Kathryn Brooke, Mr Leif Davidsen, Mr Roger Gardiner, Mrs Joan Holroyd, Mr Roger Holroyd, Ms Jane Jacobs, Mr John Mathisen, Mr Patrick Murphy. and Mr Richard Rees. At its May 2017 meeting, the Council re-elected Mr Murphy as its chairman and elected Mr Davidsen as its vice-chairman. Ms Jacobs was re-elected as chairman of the Planning Sub-Committee. The Council is again grateful for the regular attendance at its meetings of Councillor David Harmer (Surrey County Council) and Councillors Jenny and David Else (Waverley Borough Council).

### **FINANCIAL OVERVIEW**

3 In 2017/8 the Council received £68,481 and spent £106,646. The main reason for the excess of expenditure over income for the year was the £29,362 which the Council contributed to the redevelopment of the Burford Lodge Play Area (see para 21 below). The other main items of expenditure in the year (apart from administrative costs and sundry maintenance items) were the further preparations for the development of the Neighbourhood Plan (£12,798, towards which the Council received a central government grant of £6,000, together with free technical support for the assessment of potential development sites) and the maintenance of the recreation grounds and village greens (£10,038 grass cutting only). The Parish Council was pleased to continue its support of much needed local services and gave grants to the following organisations: £1,500 The Clockhouse, £1,200 Elstead Village Hall, £750 Citizens Advice Waverley, £500 Help in Elstead

4 The precept for 2017/8 was £38,000 compared with £35,000 for 2016/17. The end of year balance for 17/18 is £48,000 (£86,000 16/17). The 2016/17 year end balance included £21k that the PC had previously put aside to help fund the Burford Lodge playground refurbishment.

### **2016/7 MAIN OBJECTIVES AND PERFORMANCE: NEIGHBOURHOOD PLAN**

5 The Council again determined that its main priority for the coming year should be the further development of the Neighbourhood Plan. Neighbourhood planning is designed to enable communities to set out a vision for how they want their community to develop over the next 10-20 years in order to meet identified local needs. More specifically, it should enable the community to choose where it wants new homes, offices and shops to be built and to have its say on what new buildings should look like and what infrastructure should be provided. In addition, parish receipts from the

new Community Infrastructure Levy will be increased (from 15% of levy receipts to 25%) for parishes with Neighbourhood Plans.

6 Early in 2015, following a well-attended public meeting, Elstead and Peper Harow parishes jointly submitted to Waverley Borough Council (WBC) a proposal for the designation of a Neighbourhood Plan area covering the whole of the parish of Elstead together with the Weyburn-Tanshire area of Peper Harow. This designation was approved by WBC following the required statutory consultation process

7 In parallel, 5 working groups were set up, consisting both of Parish Council members and parishioners, whose remit was to decide what should be included in the plan under 4 headings: environment; heritage and design; housing and community facilities; transport, parking, utilities and services; and employment. A fifth group had the specific remit of identifying the best use of the former (now derelict) Federal Mogul site on the boundary of Peper Harow and Elstead Parishes. The work of the groups has been co-ordinated by a Steering Group chaired by Councillor Jacobs (Vice Chairman Dawn Davidsen), assisted by an experienced consultant in neighbourhood planning, Ms Angela Koch..

8 At a further well-attended public meeting held in July 2015, the 5 working groups reported back on the progress to date. This consisted in the main of information gathering and the identification of key issues. The meeting provided a further opportunity to obtain feedback from parishioners on whether they agreed the working groups were proceeding in the right direction. In the main, the feedback proved to be extremely positive.

9 The next step was the development of an extensive questionnaire covering all of the main issues identified by the working groups in the light of the feedback from parishioners. This was circulated in hard copy form to all households in December 2015 and at the same an on-line version was made available. Responses were received for 557 individuals living or working in the Neighbourhood Plan area – a most encouraging response which indicated a high level of public involvement in the planning process.

10 The responses to the questionnaire were analysed and were presented at a further public meeting held in July 2016. Following this consultation, a series of draft objectives were defined by the Neighbourhood Plan Steering Group (NPSG), covering housing, employment, transport, services, the environment and recreation. These formed the basis for a follow-up questionnaire which was again circulated to all households in the Neighbourhood Plan area in November 2016, which sought views on the draft objectives. The response from the public was again most encouraging and indicated strong support for each of the objectives.

11 In parallel with these activities, Waverley Borough Council (WBC) published in September 2016 Part 1 of its draft Local Plan (LPP1). This allocated to the Elstead and Weyburn NP area a target of a minimum of 150 new dwellings for the period 2013-32. Of these, 32 had already been built or were the subject of planning consents, and a further 69 were granted consent at the former Weyburn Works site in early 2017. The target of 150 dwellings was subsequently increased to 160 after public examination of the draft plan in late 2017. This means that the NP area will need to

find sites capable of accommodating some 60 or so dwellings, in addition to those already built or the subject of consent or allocated at the Weyburn site.

12 The NPSG intended itself to identify suitable sites. 8 sites were put forward by landowners, which were subject to assessment by a professional planning consultant, Aecom. From these 8 sites, the NPSG selected two (Sunray Farm, off West Hill, and the Croft, off Hookley Lane ) as the most appropriate and sustainable. These were then subject to assessment by the NPSG's professional planning consultant Angela Koch and by an experienced landscape design consultant, who together prepared outline designs for both locations. These plans were the subject of public design workshops held over 2 days in July 2017, followed by a well-attended public meeting at which views were sought both on the designs and on the merits of each of the 8 previously identified sites. The public response was overwhelmingly supportive of the 2 sites selected by the NPSG.

13 The NPSG and the Parish Council had previously notified WBC that it intended to include sites for housing in the NP. It also indicated that it wished to work closely with WBC in the latter's review of the Elstead Green Belt boundary, which would be determined as part of the Local Plan Part 2. (LPP2). All of the 8 sites are outside the settlement area and within the Green Belt and the assumption is that in order to be allocated for housing a site will need to be removed from the Green Belt.

14 The NPSG and the PC have over the past year held 4 meetings with WBC planners to discuss the two preferred sites (Sunray Farm and the Croft). WBC, for reasons which we find difficult to fathom, do not wish to see Sunray Farm removed from the Greene Belt and have proposed that a second site off Hookley Lane, at 4 Trees, should be developed instead. This is unacceptable to both the NPSG and the PC, for several sound planning reasons. We also believe the WBC proposal does not reflect the views of the majority of parishioners. As a result, we have regrettably been forced to conclude that in the face of WBC opposition to our preferred sites we can no longer include housing sites in our draft NP.

15 The issue of sites for housing will therefore fall to be determined through the development of Waverley's Local Plan Part 2 (Local Plan Part 1 having been adopted in February 2018). The NPSG and the PC will as part of this process continue to press for its preferred sites to be allocated and if necessary will pursue this matter at the public examination of the draft plan, should this become necessary. The NPSG has set up a sub-committee to assist in this work, membership of which is open to parishioners wishing to take part.

16 The NP process itself has continued alongside the consideration of sites for housing. The plan will comprise both policies relating to the future development of the village, together with a set of priority projects to be funded by receipts from the new Community Infrastructure Levy. The aim is to produce the first draft for public consultation shortly after Easter.

## **OTHER ISSUES**

### **The Former Federal Mogul/Weyburn Works Site - Development**

17 The property developer Linden Homes, in association with the owners of the site (MMC2 Land and Regeneration) submitted in spring 2015 a planning application for the building of 69 dwellings, together with a care home, on the former Federal Mogul/Weyburn Works site, which is in both Peper Harow and Elstead parishes. This major former employment site, covering 8 acres, has been lying derelict since the works closed in 2008.

18 The developers' plans were refused by WBC planners in February 2015, but were granted consent on appeal early in 2017. Subsequently, the residential part of the site was sold to a different developer, Clarion Homes, late in 2017, on which the previous owner, MMC2, went into administration.

19 Clarion Homes is a charitable housing association and has indicated that it wishes to work closely with the local community in the development of the site. Elstead PC and Peper Harow representatives have already held 2 meetings with Clarion Homes, and the aim will be to set up a small liaison group involving both the charity and local representatives. It is expected that major work on the site will start in May 2018.

### **Planning Decisions by Waverley Borough Council.**

20 The Parish Council remains dissatisfied with the quality of several recent decisions taken by WBC planners which have affected the parish. These have been the subject of further meetings with WBC officers. It is clear that other parishes in the borough have similar concerns and have made similar representations. There is little evidence so far that WBC has taken positive action to improve matters and the Council will continue to monitor their performance closely.

### **Burford Lodge Play Area Redevelopment**

21 The redevelopment of the children's play area at Burford Lodge Recreation Ground was completed in July 2017. The new equipment comprises an aerial runway, a nest swing and a climbing wall with slide for younger children, all of which have proved to be very popular. The Parish Council is grateful for the donations received in support of this development from Waverley Borough Council, Surrey County Council, A.F Blakemore and Tesco's 'Bags of Help', which together totalled £3,500 and helped to reduce the net cost to the Council to £29,362.

### **Tree Survey**

22 The Parish Council's own land (the recreation grounds, play areas, village greens and the cemetery) accommodates a large number of mature trees whose condition needs to be monitored for safety reasons. The Council accordingly commissioned an expert survey of all its trees in 2017 in order to identify all those needing attention. A maintenance schedule has been drawn up and priority will be given to those trees needing urgent work for safety reasons.

### **Maintenance of Rights of Way**

23 Surrey County Council has responsibility for the maintenance of rights of way (footpaths and bridleways) in the parish. But owing to constraints on available funds

over recent years, SCC has been unable to maintain the system in good repair. The Parish Council has therefore concluded that in the interests of parishioners it should be prepared to carry out repairs to key routes in the parish which would otherwise become difficult to access. Over the past year it has accordingly funded improvements to the well-used BW 113 at the end of Hookley Lane, at a cost of £2,200. It has also installed wooden bollards at the entrance to the bridleway to prevent illegal access by motor vehicles.

24 Footpath 64, which runs alongside the River Wey between the Mill and Fulbrook Lane, has been closed for several years following the partial collapse of the riverside bank. Again, this has been a popular and well-used route, which the Parish Council is anxious to see re-opened. It has been in discussion with SCC about a possible minor diversion which would retain the attractive riverside views. SCC are currently consulting the landowner about these proposals. The Parish Council has offered to fund works which might be necessary to facilitate the diversion.

#### **Parish Council Contractor**

25 The Council's contractor, Richard Knight, continues to carry out minor maintenance and renovation works to its property in the village and to undertake other minor public works of importance to parishioners. Without exception, this work is carried out promptly, effectively and economically.

#### **Parish Clerk**

28 The Parish Council is fortunate to have available to it the services of our Parish Clerk, Juliet (Jules) Williams. Jules has consistently provided excellent support to the Council over the past year, in spite of the heavy workload associated in particular with the Neighbourhood Plan process. I wish again to record our recognition of her efforts in this regard.

P W Murphy  
Chairman, Elstead Parish Council  
May 2018

Receipts & Payments Year end 31 March 2017	ACTIVITY	Receipts & Payments Year end 31 March 2018
	<b>RECEIPTS</b>	
0.00	Grant Aid	£0.00
7.79	Interest/Dividends	£9.21
37,655.00	Precept	£38,000.00
1,838.76	Thursley Road Trust Ground	£1,884.34
200.00	EVA	£200.00
1,865.00	Compensatory Grant	£3,360.00
0.00	Local Support Grant	£670.00
60.61	Refunds & bench donation	£50.00
5,458.35	VAT Reimbursement	£3,679.38
2,240.00	Cemetery Payments	£3,661.00
4,099.40	Rents	£3,938.00
8,725.00	Smiths Charity & Donations	£3,000.00
0.00	Playgrounds / Rec Repairs / PIC	£4,000.00
1,000.00	Neighbourhood Plan	£6,000.00
63,149.91	<b>TOTAL RECEIPTS</b>	£68,451.93
	<b>PAYMENTS</b>	
£6,099.44	Salaries and expenses	£9,637.86
£0.00	HMRC	£59.60
£310.00	Salary preparation	£310.00
£193.50	Fees - SCAPTC, data protection fee, CPRE	£826.77
£0.00	Grants/Payments	£3,950.00
£4,452.68	Insurance Premiums	£2,799.66
£0.00	Playground inspection fee	£365.00
£0.00	Playground equipment	£32,862.16
£0.00	Playground maintenance	£1,814.86
£974.36	Admin Expenses	£108.90
£480.00	Website	£730.00
£271.00	Hire of Hall	£207.50
£810.00	Audit Fees	£780.00
£1,975.00	Loan repayment	£1,975.50
£280.00	Signs / Pension	£0.00
£30.00	Burial attendance	£30.00
£0.00	Special projects(b/ways, cycle track)	£2,200.00
£156.00	Bin emptying	£269.10
£0.00	Defibrillator	£55.14
£0.00	Election costs	£0.00
£0.00	Contingency	£0.00
£450.00	Chairmans allowance	£450.00
£240.00	Members allowance	£210.00
£5,047.40	Neighbourhood Plan	£12,796.80
£4,275.38	Grounds maintenance	£4,438.25
£8.36	War memorial (inc. repairs)	£0.00
	Burial grounds & buildings maintenance	£398.23
£9,001.70	Grass Cutting	£10,028.80
£1,050.00	Tree surgery	£2,730.00
£250.61	Water	£371.70
£112.12	Electricity	£82.54
£0.00	Business Rates	£0.00

£0.00	s137 payments	£0.00
£3,679.38	Vat on payments	£12,979.75
£2,995.00	Smiths Charity	£3,105.00
£4,149.00	Donations and training	£73.00
<b>£47,290.93</b>	<b>TOTAL PAYMENTS</b>	<b>£106,646.13</b>

Closing balance @ 31st March 2017	£86,115.73
Receipts	£68,451.93
Payments	£106,646.13
Closing balance @ 31st March 2018	<b>£47,921.53</b>