

THURSLEY PARISH COUNCIL
Minutes of Meeting

Tuesday 6th March 2018 at 7.30 pm
The Village Hall, Thursley

Attendees: Cllr J. Mendelssohn (Chair) Cllr S. Edwards Cllr T. Horwood
Cllr P. Hunter Cllr J. Luff Cllr J. Malton
Cllr J. Swift Mrs E. Felton (Clerk)

Also attending were: Cllr D. Harmer (SCC) Mrs N. Bates Mr & Mrs P. Goble
Mr J. Goble

1.0 WELCOME AND APOLOGIES

No apologies had been received.

2.0 DECLARATIONS OF INTEREST

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

The minutes of the Parish Council meeting on 6th February 2018 were approved by the Council and signed by the Chairman.

4.0 ACTIONS FROM PREVIOUS MEETING

(4.1) The Clerk advised that the WBC Enforcement team have instructed the planning agent working on behalf of owners of Haybarn, Dye House Road, to submit a planning application by 8th April 2018.

(4.2) **Cllr Hunter confirmed that he would be speaking to Cllr J. Else to progress the Dementia Friendly session.**

(4.3) Cllr Mendelssohn advised that SCC had still not registered any comments on the traffic aspects of the planning application for Uplands Stud. He advised that the WBC Planning Officer he had spoken to had confirmed that a decision would not be made until these comments had been received. Cllr Harmer agreed to chase the responsible person.

(4.4) It was noted that the infill material which SCC had put into the pothole by Copper Beeches had been washed away following the recent poor weather. Cllr Mendelssohn advised that SCC's intention was to install wire mesh and turf but that this unfortunately had not taken place in sufficient time following the infill. **Cllr Mendelssohn said that he would contact Steve Lindsey-Clark about this.**

Discussion took place regarding the blocked gully on Highfield Lane. Mr P.Goble agreed to undertake the required works to unblock the gully as permission had already been given by the landowner.

(4.5) Cllr Mendelssohn advised that good progress had been made following discussions with SCC regarding the problems on the BOAT and Byway 92a. He confirmed that SCC intended to close the BOAT to motorised traffic. It was noted that concerns had been raised by the owners of land adjacent to the BOAT which could possibly be used as an alternative by vehicles if the BOAT is closed. Following discussion, it was agreed that signage confirming the closure of the BOAT be placed at the start of The Street, on Cowdray triangle and Sailors Lane.

It was noted that SCC were considering the placement of a physical barrier to restrict unauthorised access onto BW92a. A plan showing the suggested location of the barrier was passed to Cllr Harmer.

(4.6) Cllr Mendelssohn advised that there were on-going discussion regarding the placement of a new bench at the Church.

(4.7) The Clerk confirmed that a new laptop had been purchased for Parish Council use.

It was agreed to move the order of the agenda items.

5.0 PLANNING

(5.1) WA/2018/0252 – Little Cowdray Farm, Highfield Lane
Erection of a cabin and shepherds hut for short term holiday lets

Following review of the plans, it was agreed that the Parish Council had no comment regarding the application.

(5.2) WA/2018/0202 – Uplands Stud Water Tower, Bowlhead Green
Certificate of Lawfulness Under Section 191 For Residential Use (Use Class C3) of the Water Tower.

Following discussion and review of the plans, it was noted that it was unfortunate that the Parish Council had limited opportunity to comment on Certificate of Lawfulness applications. It was agreed that the Parish Council should comment that to say that they remain extremely concerned about any planning decisions being made for the Uplands Stud site until such time as the dispute about the validity of the current S106 agreements is resolved.

(5.3) Discussion took place regarding the document which had been uploaded onto the WBC planning site by the planning agent working on the recent planning application for fifteen houses at Uplands Stud. Cllr Swift highlighted a paragraph on the report which implied that the Parish Council supported the design. **It was agreed that Cllr Mendelssohn would draft a comment to be sent to WBC to confirm that the Parish Council disagree with much of the content of the report and that they stand by all of their original objections.** It was noted that specific reference should be made to highlight that the Parish Council do not support the development as the report suggests and that they disagree with the validity of the traffic survey data used.

Mr & Mrs P. Goble and Mr J. Goble left the meeting at 8.10 pm.

6.0 COUNTY COUNCILLOR AND BOROUGH COUNCILLOR REPORTS

(6.1) Cllr Harmer provided an overview of the current children in care position in Surrey and highlighted the large number of children who are being placed outside of the county. He advised that SCC were running a campaign to highlight the need for foster carers and he was speaking with Parish Councils to identify suitable means of passing this information to parishioners.

Following discussion, it was agreed that Cllr Mendelssohn should include the item in the Parish Council report and a separate article be included in the parish magazine.

(6.2) Cllr Harmer advised that there were on-going discussions regarding the distribution of SCC funding for 2018-19 which needed to be finalised by 20th March. It was noted that there was a Waverley Local Committee meeting taking place on Friday 9th March when discussion would take place regarding the funds available for local maintenance works.

(6.3) Cllr Harmer advised that the number of pot holes was three times the normal average expected number and although SCC had already engaged the services of twice as many road maintenance teams to deal with the problem, there are no further resources available to cope with the increased number. Discussion took place regarding the need to fix the roads rather than individual pot holes and it was noted that there are no roads in Thursley included in the current programme of repairs.

Cllr Swift raised a question regarding the ability of Parish Council's to undertake the works. It was noted that there were insurance implications which would need to be considered. **The Clerk was asked to speak to SALC to enquire whether they were aware of any Parish Council's involved in this.**

(6.4) Cllr Hunter advised that residents in Sailors Lane had called in South East Water to investigate the problem of drainage problems resulting in the road collapsing. Discussion took place regarding the problem being as a result of a lake being filled and thus water being diverted. A question was raised about whether approval was needed from the Environment Agency prior to such works taking place so that the environmental impacts could be considered. It was noted that it was the responsibility of WBC. **Cllr Hunter was asked to obtain a definitive answer from South East Water about the problem prior to consulting with Cllr David Else and WBC.**

7.0 HIGHWAYS

(7.1) Cllr Hunter advised that the recent meeting with Highways England to discuss the tunnel closure arrangements had been positive with progress being made. It was noted that not all Highways England representatives had read the report which had been prepared 2.5 years ago with recommendations for improvement. It was noted that arrangements in the event of unplanned closures still required some work.

Discussion took place regarding further suggestions regarding the use of Hindhead Hill Farm as a salt depot following the withdrawal of the planning appeal. It was noted that there was some land available which may be suitable but which Highways England do not own.

Cllr Hunter was asked to respond to Highways England referencing the minutes of the meeting, to provide a satellite image of the land.

Discussion took place about whether SCC needed to get the new SCC CEO involved as tunnel closures do impact residents, businesses and put pressure on the road network within the county. It was suggested that this be considered further in May.

(7.2) Cllr Mendelssohn agreed to contact Mr Adrian Selby (SCC) to obtain an update on the painting of white lines by the Clump. He also agreed to speak to Mr S. Lindsey-Clarke (SCC) regarding removal of the school sign which had been left on the roadside following its removal.

(7.3) Mrs Nicki Bates highlighted that the wooden screens on Boundless Road were falling down. The Clerk was asked to inform Highways England.

PUBLIC QUESTION TIME

Mrs Nicki Bates advised that a wooden post on the recreation ground had been knocked down and needed to be replaced. **The Clerk was asked to contact Mr Richard Knight to request that he undertake the works.**

Cllr Harmer left the meeting at 9.00 pm.

8.0 FINANCE

(8.1) The financial overview for March was presented, duly authorised and cheques signed:

1004	Thursley Village Hall	108.50	Room hire costs
1005	E. Felton	1290.95	Salary and expenses (incl HMRC)
1006	Richard Bates	132.10	Mowing insurance
1007	John Luff	67.00	Councillor expenses

(8.2) The Budget review document showing actual income and expenditure to 6th March 2018 was discussed. It was noted that the income and expenditure had exceeded the forecast due to the receipt and subsequent expenditure of grants for a defibrillator and works to Bowlhead Green pond. It was agreed that the current level of funding is acceptable.

9.0 ROYAL WEDDING CELEBRATION

Cllr Horwood advised that she was aware of a couple of people who would be happy to support a celebration for the Royal Wedding but no one was prepared to act as lead person for the event. Following discussion and in light of the lack of enthusiasm for the event, it was agreed that it should not go ahead. **Cllr Mendelssohn agreed to include a statement in his Parish Council report to let people know.**

10.0 EMERGENCY PLAN

Following discussion, it was agreed that an in-depth emergency plan was not needed but a plan to include emergency contact details of key holders of the village hall should be prepared. **The Clerk was asked to contact WBC to ascertain whether the contact details for Thursley which they have included in their own emergency plan were still current.**

11.0 GDPR

The Clerk confirmed that the new laptop had the ability to securely share documents with Councillors and that this would start to be used in due course. Following discussion, it was agreed that Councillors would obtain their own Thursley Parish Council google mail email address in the same format as Councillor Mendelssohn. **Councillors were asked to send an email to the Clerk and Cllr Horwood once they had been obtained.**

It was noted that an external Data Protection Officer (DPO) needed to be appointed and that an option was available at a cost of £150 per annum but that the Clerk was also waiting to hear whether it would be possible for Parish Council's to use the WBC DPO. The Clerk agreed to keep Councillors updated.

12.0 ANNUAL ASSEMBLY

It was confirmed that invites had been sent out to local organisations with several responding with a request to speak. It was confirmed that Mrs Goble had agreed to undertake a short ten-minute demonstration on the use of a defibrillator.

Cllr Mendelssohn suggested that he prepare a set of presentation slides to show the Chairman's report.

All were asked to contribute to the refreshments. Cllr Horwood agreed to oversee the bar arrangements.

13.0 CORRESPONDENCE

The Clerk reported the following items of correspondence:

- WBC Local Plan Part 1 had been adopted.
- WBC Budget had been approved.
- There would be some disruption to the electricity supply so that a 3 phase supply could be installed (date to be confirmed).
- The litter pick on 24th March was confirmed.
- **Cllr Swift agreed to speak with Louise Williams regarding attending a Parish Council meeting to discuss Community Led Housing.**

14.0 MATTERS FOR CONSIDERATION AT NEXT MEETING

- Items carried forward as above

The meeting closed at 9.45 pm.

Signed

Tuesday 3rd April 2018

Date of next meeting is Tuesday 3rd April 2018 at 7.30 pm.

Thursley Parish Council		RECEIPTS/EXPENDITURE REVIEW BY MONTH 2017-18															
Activity	ACTUAL						Apr -Sep 2017	FORECAST						Forecast 2017-18 TOTAL	Original Budget 2017-18		
	April	May	June	July	August	September		October	November	December	January	February	March			Oct - Mar 2018	
Grant Aid	£80.00		£2,350.00		£7,431.00		£9,861.00							£0.00	£9,861.00	£76.00	
Interest/Dividends							£0.00							£0.00	£0.00	£0.00	
Precept	£14,887.00						£14,887.00							£0.00	£14,887.00	£14,887.00	
Electricity Sub Station Rent							£0.00							£0.00	£0.00	£0.00	
Recreation Fees							£0.00							£0.00	£0.00	£0.00	
Compensatory Grant	£560.00						£560.00							£0.00	£560.00	£560.00	
Local Support Grant							£0.00							£0.00	£0.00	£0.00	
Refunds							£0.00							£0.00	£0.00	£0.00	
VAT Reimbursement	£1,545.10						£1,545.10							£0.00	£1,545.10	£2,987.10	
Pavilion insurance monies		£162.38					£162.38							£0.00	£162.38	£155.00	
Parish Field Rent	£564.00						£564.00							£0.00	£564.00	£564.00	
VDS Sales							£0.00							£0.00	£0.00	£0.00	
Total Receipts	£17,636.10	£162.38	£2,350.00	£0.00	£7,431.00	£0.00	£27,579.48	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£27,579.48	£19,229.10	
Salaries	£259.70	£259.30	£259.70	£259.30	£259.70	£259.30	£1,557.00	£259.70	£259.30	£259.70	£259.30	£259.70	£259.30	£1,557.00	£3,114.00	£3,060.00	
HMRC	£172.80	£173.20	£172.80	£173.20	£172.80	£173.20	£1,038.00	£172.80		£346.00	£173.20	£172.80	£173.20	£1,038.00	£2,076.00	£2,040.00	
Clerk Expenses	£26.90	£22.20	£22.20	£27.60	£15.00	£29.40	£143.30	£25.80	£22.20	£22.20	£22.20	£22.20	£42.20	£156.80	£300.10	£300.00	
Pension costs							£0.00							£0.00	£200.00	£200.00	
Warden fee	£100.00						£100.00	£100.00						£100.00	£200.00	£200.00	
Grasscutting				£155.00			£155.00	£500.00						£500.00	£655.00	£500.00	
Fees - SCAPTC	£200.74						£200.74							£0.00	£200.74	£210.00	
Grants/Payments							£0.00				£380.00			£380.00	£380.00	£500.00	
Insurance Premiums	£134.95		£826.57				£961.52						£132.10	£132.10	£1,093.62	£1,000.00	
Playground inspection fee					£84.00		£84.00							£0.00	£84.00	£100.00	
Admin Expenses						£5.00	£5.00		£16.40					£16.40	£21.40	£150.00	
Hall Facilities							£0.00	£170.80						£108.50	£279.30	£400.00	
Audit Fees						£200.00	£200.00							£0.00	£200.00	£200.00	
Internal Audit			£455.00				£455.00							£0.00	£455.00	£500.00	
Recreation Ground		£4,633.88		£92.34			£4,726.22			£32.00		£70.00		£102.00	£4,828.22	£1,000.00	
Playground Furniture & Maintenance							£0.00	£315.30						£315.30	£315.30	£500.00	
Defibrillator & Expenses		£1,617.46		£74.92	£189.94	£260.15	£2,142.47	£36.00		£87.00				£123.00	£2,265.47	£500.00	
Village design statement							£0.00							£0.00	£0.00	£1,000.00	
Election costs							£0.00							£0.00	£0.00	£1,000.00	
Village support costs			£745.00				£745.00			£846.00				£846.00	£1,591.00	£500.00	
Other expenses			£81.58			£4,098.60	£4,180.18	£3,371.06				£25.27	£633.62	£4,029.95	£1,000.00	£1,000.00	
Pavilion Rebuild costs							£0.00							£0.00	£0.00	£0.00	
Donations							£0.00							£0.00	£0.00	£0.00	
Village Hall							£0.00							£0.00	£0.00	£0.00	
Sign Posts							£0.00							£113.58	£113.58	£2,000.00	
Training							£0.00					£48.00		£48.00	£48.00	£250.00	
Website							£0.00			£480.00				£480.00	£480.00	£0.00	
s137 payments							£0.00							£0.00	£0.00	£0.00	
Vat on payments		£1,250.26	£240.00	£17.45	£54.78	£884.51	£2,447.00	£758.22		£282.60		£9.60	£136.05	£1,186.47	£3,633.47	£1,250.00	
Total Payments	£895.09	£7,956.30	£2,802.85	£799.81	£776.22	£5,910.16	£19,140.43	£5,709.68	£297.90	£2,355.50	£834.70	£607.57	£1,598.55	£11,403.90	£23,534.20	£18,360.00	
Opening Bank Balance	£22,527.95																
Bank Balance at month end	£39,268.96	£31,475.04	£31,022.19	£30,222.38	£36,877.16	£30,967.00	£30,967.00	£25,257.32	£24,959.42	£22,603.92	£21,769.22	£21,161.65	£19,563.10	£19,563.10	£19,563.10		
Fire Fund (ring fenced) Payments	£2,923.00	£2,923.00	£2,923.00	£2,923.00	£2,923.00	£2,923.00		£2,923.00	£2,923.00	£2,923.00	£2,923.00	£2,923.00	£2,923.00				
Play Area Fund (ring fenced) Receipts	£104.70	£104.70	£104.70	£104.70	£104.70	£104.70		£104.70	£0.00	£0.00	£0.00	£0.00	£0.00				
Play Area Fund (ring fenced) Payments								£104.70									
Bank balance inc. ring Fenced Amount	£42,296.66	£34,502.74	£34,049.89	£33,250.08	£39,904.86	£33,994.70		£28,180.32	£27,882.42	£25,526.92	£24,692.22	£24,084.65	£22,486.10				