

THURSLEY PARISH COUNCIL
Minutes of Meeting

Tuesday 3rd October 2017 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) – left at 8.00 pm Mrs N. Bates (Warden)
Mr P. Goble Mr J. Goble

1.0 WELCOME AND APOLOGIES

The Clerk reported that all Parish Councillors were present so no apologies were necessary. In response to a question, the Clerk advised that she had not heard from Cllrs. Jenny and David Else about whether they would be attending.

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 4th September 2017 were approved by the Council and signed by the Chairman.

4.0 ACTIONS FOR PREVIOUS MEETING

(4.1) Following discussion it was agreed that Cllr Mendelssohn would speak to Anne-Marie Emersic to discuss the possibility of communicating with the non-resident equestrians regarding respecting other road/pavement users and speed limits within the village.

(4.2) Cllr Hunter advised that he had met with Mr Adrian Selby regarding speed signage in the village and he had agreed to replace a faded sign and enhance the white lines.

(4.3) It was noted that there appeared to be a second meet within the village on a Saturday evening of motorcyclists as well as the meet on Sunday evenings of motor vehicles. **Cllr Malton agreed to monitor the situation and continue to be in contact with the Police.**

(4.4) Cllr Mendelssohn advised that he understood that concerned residents had met with the BT Openreach Small Business team regarding the availability of Superfast Broadband and that discussions were on-going.

(4.5) The Clerk reported that following investigation regarding equestrian planning permission, a planning application registered with WBC over ten years ago had been withdrawn and that no further applications had been submitted since that time.

(4.6) **The Clerk was asked to contact the Monitoring Office again at WBC to request a response to an email asking why a planning matter was considered exempt from publication under Part 1 Schedule 12A of the LGA 1972 and therefore not published.** It was suggested that the email be copied to Cllr D. Else.

(4.7) The Clerk reported that the cableway at the play area had been repaired and that the contractor had also tightened the swings whilst on site.

(4.8) The Clerk reported that only one email had been received in response to letters to four parties regarding their responsibility to clear footpaths on their properties. It was noted that the parishioner who had responded had already undertaken the work required and had offered to continue to support any such works in the future.

(4.9) Cllr Mendelssohn reported that he had spoken to Mrs C. Beechey and that they had agreed that there was not a need for a formal arrangement between the Parish Council and Village Hall Management Committee. Discussion took place regarding the attendance of Councillors at the VHMC AGM.

5.0 COUNTY COUNCILLOR AND BOROUGH COUNCILLOR REPORTS

(5.1) Cllr Harmer provided an overview of the financial discussions which are taking place at County Hall. In response to a question Cllr Harmer advised that Central Government would be involved if SCC were unable to continue to operate effectively due to financial issues.

Discussion took place regarding the arrangements regarding the transfer of land and buildings when schools convert to Academy status.

(5.2) Cllr Harmer reported that in the period between the last two elections a constitution had been passed which affected his ability to use the Members Local Allocation funding for local projects such as play areas. Cllr Harmer advised that he had asked for this to be reconsidered and for the constitution to revert to the original wording so that rural communities were not disadvantaged.

(5.3) Cllr Harmer agreed to distribute copies of a communication from Highways England which showed the area of land referred to as 'Area 3'.

PUBLIC QUESTION TIME

Mr Peter Goble provided details of the water run-off problems resulting in the large pot-hole in Highfield Lane close to Cooper Beeches. It was noted that the water used to discharge into a ditch but that the ditch was regularly blocked even though SCC had previously unblocked it.

Mr P. Goble asked that if the Parish Council were considering writing a letter to the equestrian community, that they include a request that they respect other road-users and comply with horse-riders etiquette. **Cllr Mendelssohn agreed to extend the scope of the letter to address a range of issues.**

Mrs Nick Bates advised that she was possibly aware of the cause for the sewage drainage problems on Dye House Road. Cllr Horwood confirmed that she had, following receipt of the article to be included in the parish magazine, suggested that the interested party speak to the relevant group in order to resolve the issue.

6.0 PLANNING

- (6.1) WA/2017/1702 – Red Lion Garage, Portsmouth Road, GU8 6NJ
Location of a portacabin on the site forecourt to provide office space for a temporary period of up to 2 years.

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

7.0 FINANCE

- (7.1) The financial overview for October was presented, duly authorised and cheques signed:

982	Hill House Farm partnership	4918.32	BHG pond works	14.9.17
983	Imperative Training	142.74	New defibrillator pads	14.9.17
984	Richard Bates	500.00	Grass cutting	
985	Nicki Bates	100.00	Parish Warden fee	
986	Thursley Village Hall	170.80	Room rental	
987	Eibe	504.00	Play area repairs	
988	Hill House Farm partnership	3278.88	BHG pond works	
989	E. Felton	285.50	Salary & Expenses	
990	Post Office	172.80	HMRC payment	
991	Concrete Canvas	766.46	Pond works	See (7.6) below
992	C. Sumner	36.00	Electric supply contribution	See (14.2) below
TOTAL		£10,875.50		

- (7.2) It was noted that the cheque number 982 and 983 had been prepared and approved by Councillors outside of a Parish Council meeting to avoid any delay in payments and supply of materials.

- (7.3) The Budget Review document 2017-18 showing actual figures to end September was discussed. The Clerk explained the higher than expected income amounts received involved receipt of unforecasted grants for a defibrillator and recreation ground works.

- (7.4) The Clerk advised that following receipt of a letter from HMRC advising that cheque payments were no longer possible. **Following discussion it was agreed that Cllr Swift and the Clerk make arrangements for an online banking account.**

- (7.5) Following discussion it was agreed not to purchase replacement spare pads for the defibrillator units as replacements could be sought quickly if needed.

- (7.6) Cllr Swift advised that £600 of the grants for the pond works in Bowlhead Green remained to be used for further work. He reported that two quotes had been received for 5mm matting and 8mm matting. It was agreed that the better option of 8mm matting be purchased and that the Parish Council fund the excess of approx. £38. A cheque was raised and approved.

- (7.7) Cllr Horwood suggested that in order to avoid further unnecessary expenditure to repair the cableway it may be appropriate for a sign to be erected showing a weight restriction for users of the equipment. **The Clerk was asked to check with the supplier to see ascertain the appropriate weight restriction.**

8.0 HIGHWAYS

(8.1) Cllr Swift advised that actions had been agreed regarding the blocked gully on Rutton Hill Road, Bowlhead Green following a meeting with Mr Lindsey-Clark and Mr Copping from SCC but that the work had not yet taken place.

(8.2) Following the discussions which had taken place regarding the water run-off in Highfield Lane during Public Question Time, Cllr Hunter agreed to make arrangements for Mr P. Goble and Cllr Harmer to meet on site with Mr Stuart Copping so that a resolution to the blockages could be understood and resolved.

(8.3) It was noted that the next meeting with Highways England was due to take place on Friday 6th October. Discussion took place regarding the high number of closures of the Hindhead Tunnel which had taken place and that this would be raised again at the meeting later in the week.

9.0 PLACEMENT AND EMPTYING OF BINS

Following receipt of an ambiguous response from WBC and discussion regarding the use of outside contractors, **it was agreed that Cllr Malton would speak to WBC to discuss the arrangements of them emptying a bin which would be placed at the side of the road on the appropriate collection day.** It was noted that at the recent Town and Parish Council meeting with WBC they had presented on 'Place Shaping' which required community involvement and that this could possibly be referred to when speaking with WBC.

10.0 GROUNDS MAINTENANCE SERVICE – WBC

Following discussion the Clerk was asked to inform WBC that the Parish Council would like them to continue with the current grounds maintenance services in the village.

11.0 GRASS CUTTING – BOWLHEAD GREEN

Cllr Swift reported that a Bowlhead Green resident was currently maintaining the area around the pond but that this was not a long term solution. He advised that he had spoken to several people and obtained estimates for cutting the grass and strimming the area but that these appeared to be relatively costly. **Cllr Hunter agreed to speak to someone who may be able to undertake the works within cost and he advised that he would provide Cllr Swift with details.**

12.0 BOAT'S

As no report had been received, it was agreed to remove this item from future agendas.

13.0 HAMMER POND

(13.1) Cllr Mendelssohn advised that he had received no further update from Natural England regarding plans to resolve the problems relating to Hammer Pond. Cllr Luff advised that the Warren Park Residents Association intended to write to the Environment Agency regarding the problem.

(13.2) Cllr Mendelssohn provided an update regarding discussions with the legal advisors of Natural England in order to register the Parish Field.

14.0 DEFIBRILLATORS

(14.1) Cllr Hunter reported that he would undertake the installation of the defibrillator unit in Pitch Place shortly.

(14.2) It was noted that the defibrillator unit in Bowlhead Green was now working. It was agreed that a cheque be prepared for £36 payable to the new resident of Forge Cottage as a contribution towards electricity costs for the unit. The Clerk prepared the cheque and it was duly signed.

(14.3) Discussion took place regarding the supply of an electronic welcome pack to new residents. **Cllr Horwood agreed to prepare the pack.**

15.0 VILLAGE DESIGN STATEMENT

Cllr Swift advised that a draft proposal for updating the Village Design Statement had been sent to WBC and that a meeting had been arranged to discuss the matter on 20th October.

16.0 MEETING DATES 2018

The proposed meeting dates for 2018 were agreed. It was suggested that the date of the Annual Meeting in April be confirmed once a suitable speaker had been identified to ensure that they could attend. Councillors were asked to consider appropriate speaker options.

17.0 CORRESPONDENCE

The Clerk advised that a correspondence item which had not been discussed under other agenda items included a communication received regarding a planned cycle event in the area in November.

Cllr Mendelssohn reported that the recent Tri-adventure event had taken place without a problem following a friendly talk with the operator.

It was noted that the slides from the presentations made at the recent Town and Parish Council meeting had been circulated along with Cllr Swift's notes from the meeting. Cllr Swift was thanked for attending on behalf of the Parish Council.

Cllr Swift asked whether it would be appropriate to set up a team to consider consultations and prepare responses in light of the Local Plan Part 2 'Preferred Options' consultation due to take place in February 2018. Following discussion it was agreed that it may be more appropriate to share the workload by allocating the work between Councillors. Cllr Mendelssohn agreed to review communications and ask the relevant Councillor to review as appropriate.

18.0 MATTERS FOR CONSIDERATION AT NEXT MEETING

- Items carried forward as above
- Budget Planning 2018-19

The meeting closed at 9.35 pm

Signed

Tuesday 7th November 2017

Date of next meeting is Tuesday 7th November 2017 at 7.30 pm.

Thursley Parish Council

RECEIPTS/EXPENDITURE REVIEW BY MONTH 2017-18

Activity	ACTUAL						FORECAST							Forecast 2017-18 TOTAL	Original Budget 2017-18		
	April	May	June	July	August	September	Apr - Sep 2017	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	£9,785.00
Interest/Dividends							£0.00							£0.00	£0.00	£0.00	£0.00
Precept	£14,887.00						£14,887.00							£0.00	£14,887.00	£14,887.00	£0.00
Electricity Sub Station Rent							£0.00							£0.00	£0.00	£0.00	£0.00
Recreation Fees							£0.00							£0.00	£0.00	£0.00	£0.00
Compensatory Grant	£560.00						£560.00							£0.00	£560.00	£560.00	£0.00
Local Support Grant							£0.00						£1,000.00	£1,000.00	£1,000.00	£1,000.00	£0.00
Refunds							£0.00							£0.00	£0.00	£0.00	£0.00
VAT Reimbursement		£1,545.10					£1,545.10							£0.00	£1,545.10	£2,987.10	-£1,442.00
Pavilion insurance monies		£162.38					£162.38							£0.00	£162.38	£155.00	£7.38
Parish Field Rent	£564.00						£564.00							£0.00	£564.00	£564.00	£0.00
VDS Sales							£0.00							£0.00	£0.00	£0.00	£0.00
Total Receipts	£16,091.00	£1,707.48	£2,350.00	£0.00	£7,431.00	£0.00	£27,579.48	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00	£1,000.00	£28,579.48	£20,229.10	£8,350.38
Salaries	£259.70	£259.30	£259.70	£259.30	£259.70	£259.30	£1,557.00	£260.00	£260.00	£260.00	£260.00	£260.00	£260.00	£1,560.00	£3,117.00	£3,060.00	£57.00
HMRC	£172.80	£173.20	£172.80	£173.20	£172.80	£173.20	£1,038.00	£173.00	£173.00	£173.00	£173.00	£173.00	£173.00	£1,038.00	£2,076.00	£2,040.00	£36.00
Clerk Expenses	£26.90	£22.20	£22.20	£27.60	£15.00	£29.40	£143.30	£25.00	£25.00	£25.00	£25.00	£25.00	£25.00	£150.00	£293.30	£300.00	-£6.70
Pension costs							£0.00	£5.00	£5.00	£5.00	£5.00	£5.00	£5.00	£30.00	£200.00	£200.00	£0.00
Warden fee	£100.00						£100.00	£100.00						£100.00	£200.00	£200.00	£0.00
Grasscutting				£155.00			£155.00	£500.00						£500.00	£655.00	£500.00	£155.00
Fees - SCAPTC	£200.74						£200.74							£0.00	£200.74	£210.00	-£9.26
Grants/Payments							£0.00						£500.00	£500.00	£500.00	£500.00	£0.00
Insurance Premiums	£134.95		£826.57				£961.52						£200.00	£200.00	£1,161.52	£1,000.00	£161.52
Playground inspection fee					£84.00		£84.00							£0.00	£84.00	£100.00	-£16.00
Admin Expenses						£5.00	£5.00						£150.00	£150.00	£155.00	£150.00	£5.00
Hall Facilities							£0.00						£400.00	£400.00	£400.00	£400.00	£0.00
Audit Fees						£200.00	£200.00							£0.00	£200.00	£200.00	£0.00
Internal Audit			£455.00				£455.00							£0.00	£455.00	£500.00	-£45.00
Recreation Ground		£4,633.88		£92.34			£4,726.22						£1,000.00	£1,000.00	£5,726.22	£1,000.00	£4,726.22
Playground Furniture & Maintenance							£0.00						£500.00	£500.00	£500.00	£500.00	£0.00
Defibrillator & Expenses		£1,617.46		£74.92	£189.94	£260.15	£2,142.47						£500.00	£500.00	£2,642.47	£500.00	£2,142.47
Village design statement							£0.00						£1,000.00	£1,000.00	£1,000.00	£1,000.00	£0.00
Election costs							£0.00						£1,000.00	£1,000.00	£1,000.00	£1,000.00	£0.00
Village support costs			£745.00				£745.00						£255.00	£255.00	£1,000.00	£500.00	£500.00
Other expenses			£81.58			£4,098.60	£4,180.18						£400.00	£400.00	£1,000.00	£1,000.00	£0.00
Pavilion Rebuild costs							£0.00							£0.00	£0.00	£0.00	£0.00
Donations							£0.00							£0.00	£0.00	£0.00	£0.00
Village Hall							£0.00							£0.00	£0.00	£0.00	£0.00
Sign Posts							£0.00						£2,000.00	£2,000.00	£2,000.00	£2,000.00	£0.00
Training							£0.00						£200.00	£200.00	£200.00	£250.00	-£50.00
Website							£0.00			£600.00				£600.00	£600.00	£0.00	£600.00
s137 payments							£0.00							£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			£150.00				£600.00	£750.00	£3,197.00	£1,250.00
Total Payments	£895.09	£7,956.30	£2,802.85	£799.81	£776.22	£5,910.16	£19,140.43	£1,063.00	£463.00	£1,213.00	£463.00	£463.00	£9,168.00	£12,833.00	£28,563.25	£18,360.00	
Opening Bank Balance	£22,527.95																
Bank Balance at month end	£37,723.86	£31,475.04	£31,022.19	£30,222.38	£36,877.16	£30,967.00	£30,967.00	£29,904.00	£29,441.00	£28,228.00	£27,765.00	£27,302.00	£19,134.00	£19,134.00	£19,134.00		
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					
Play Area Fund (ring fenced) Receipts	£104.70	£104.70	£104.70	£104.70	£104.70	£104.70		£104.70	£104.70	£104.70	£104.70	£104.70					
Play Area Fund (ring fenced) Payments																	
Bank balance inc. ring Fenced Amount	£40,751.56	£34,502.74	£34,049.89	£33,250.08	£39,904.86	£33,994.70		£32,931.70	£32,468.70	£31,255.70	£30,792.70	£30,329.70	£22,161.70				