

THURSLEY PARISH COUNCIL
Minutes of Meeting

Tuesday 5th December 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. Malton Cllr J. Swift
Mrs E. Felton (Clerk)

Also attending were: Cllr D. Harmer (SCC) Mrs N. Bates (Warden) Mr J. Maclean
Mrs S. Maclean Ms B. Wedge Ms J. Howard
Mr N. Chandler X 5 members of public

1.0 WELCOME AND APOLOGIES

The Clerk reported that apologies had been received from Cllr Luff, Cllr Jenny Else and Cllr David Else who were absent due personal and business commitments. These apologies were approved by the Council.

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 7th November 2017 were approved by the Council and signed by the Chairman.

4.0 ACTIONS FOR PREVIOUS MEETING

(4.1) Cllr Mendelssohn confirmed that a leaflet regarding traffic/speeding in The Street and Highfield Lane had been delivered to residents along with the Parish Magazine.

(4.2) Cllr Mendelssohn advised that Cllr David Else had advised that he was not able to comment on the ongoing discussions regarding Uplands Stud as it was an exempt item. It was noted that although this was understood it was a frustrating position for the Parish Council as discussions had been in the public domain and only just recently made exempt.

(4.3) Cllr Mendelssohn confirmed that following intervention from Cllr Jenny Else, WBC had delivered a wheelie bin to be sited on the recreation ground and had agreed to empty it as part of their usual schedule.

It was agreed that Cllr Mendelssohn and Cllr Malton would meet with Mrs Nicki Bates to discuss securing the new bin, removal of the existing bins and emptying of the play area bin.

(4.4) It was confirmed that details of the WBC Overview & Scrutiny Committee request for suggestions for discussions, had been included in the Parish Magazine.

(4.5) It was confirmed that a note had been prepared outlining the arrangement for display of notices on the notice boards from 1st January 2018. Mrs Bates agreed to arrange for the notice board keys to be passed to the responsible people.

(4.6) Cllr Mendelssohn recommended that the Parish Council join the fixed price legal scheme for parish councils offered by Invicta Law at a cost of £200 pa. This was approved by Councillors. **The Clerk was asked to make the necessary arrangements.**

(4.7) Cllr Mendelssohn advised that Mr Richard Bates had agreed to continue to provide the grass cutting service at the same cost as per previous years. **The Clerk was asked to prepare a letter of thanks for his continued support to the village.**

5.0 COUNTY COUNCILLOR AND BOROUGH COUNCILLOR REPORTS

(5.1) Cllr Harmer provided an update on the current financial position of SCC. He advised that most Local Authorities (LA) were in a similar position. It was noted that there had been nothing included in the recent budget to assist LA's.

Discussion took place regarding the impact on the SCC budget for costs relating to unaccompanied minor asylum seekers in the county.

(5.2) Cllr Harmer advised that in an attempt at cost savings, street lighting had been switched off during the night but that these would remain on during on Christmas Eve/Day and New Year's Eve/Day.

PUBLIC QUESTION TIME

Mrs Nicki Bates advised that the footpath sign on 97a was still broken and needed to be replaced. **The Clerks was asked to make the necessary arrangements.**

Mrs Bates advised that she usually puts a note on the noticeboards to show the date of the next Parish Council meeting. It was agreed that a permanent note should be displayed advising that the meetings take place on the first Tuesday of each month (except August).

Mr Nigel Chandler advised that the damage to the grass area opposite the church had been extended further due to a military vehicle manoeuvring in the road. Cllr Mendelssohn reported that he was aware of the problem and had been in contact with the army who were looking into the matter and would be sending someone to assess the damage. It was agreed that no remedial work to repair the damage should be undertaken until the army advise what course of action they will be taking.

It was noted that Cllr Mendelssohn had raised the subject of military vehicles travelling through the village with the army and that he would report back in due course. It was suggested that the army should replace the 'No military vehicles' sign which they removed from the A3 end of Dye House Road.

Mr Chandler advised that he would be installing pegs and tape around the repaired turf area on the Clump to ensure that it is able to take hold. Mr Chandler was thanked for his work and support.

Cllr Mendelssohn advised that he had been approached by a parishioner to raise a concern about the number of size of vehicles delivering materials to a residential property that runs a commercial business from its outbuildings on Highfield Lane. It was noted that previous communications with the homeowner and WBC had confirmed that the business was operating legally at that time.

The Clerk was asked to ascertain whether the property was still owned by the same parishioners as per previous communications, so that further discussion take place regarding the size of their delivery vehicles at the next Parish Council meeting.

It was agreed to move the Equestrian Community discussion to be part of the Public Question time in light of the number of attendees present to discuss the item.

6.0 EQUESTRIAN COMMUNITY DISCUSSION

Cllr Mendelssohn thanked the equestrian community representatives for attending the meeting. He explained that the Parish Council were keen to work with them to ensure a safe environment for road users and horse-riders within the village. It was noted that many users of the equestrian facilities do not live in the village.

Cllr Mendelssohn provided an overview of a recent incident which had occurred during an unplanned closure of the Hindhead tunnel which had resulted in an increased number of vehicles travelling through the village. He advised that unfortunately as a consequence of this, a high sided lorry had brought down a power line which had resulted in Police attending to divert traffic around the Clump to avoid a high voltage cable on the road.

He advised that unfortunately the situation had been further compounded by the attempted delivery of a foal to Sailors Lane but the vehicle was not able to pass through the village due to its size. The driver had chosen to park on Dye House Road whilst the livery sent a horse box to collect the livestock, thus resulting in the road being completely blocked for a considerable length of time resulting in the delay of an emergency vehicle.

It was suggested that in this instance, the best route for the vehicle to have taken would be through Elstead and up Thursley Road. Mrs Bryony Wedge offered to speak to the livery owner to communicate the concerns of the Parish Council so that such an incident can be avoided in the future.

It was agreed that this was a result of a number of unusual occurrences but it had highlighted the need to ensure that vehicles comply with the width and speed restrictions in place within the village. It was noted that the large vehicles are not solely related to the equestrian community as the number of large delivery and construction vehicles within the village has also increased.

It was suggested that some equestrian facilities seem to be increasing in size and possibly operating as a commercial premises in a residential property thus further increasing the number of vehicles in the village. Following discussion it was agreed that if the problem appears significant, there may be a need for the associated risks to be investigated.

It was suggested that a 'drop-off' point for deliveries to be investigated to reduce the number of vehicles accessing the narrow country lanes.

It was agreed that it was in the interest of all that disruption to road users be minimised whenever possible. In summary, it was suggested that if all could spread the word regarding concerns about the size of vehicles and speeding in the village, the Parish Council would continue to work with Highways England and Surrey Highways to provide a safe environment for all road users.

Cllr Mendelssohn asked that any concerns for safety or comments and suggestions regarding possible resolution to traffic issues, be sent to him.

The members of the public including Ms B. Wedge, Ms J. Howard and Mr N. Chandler left the meeting at 8.20 pm.

PUBLIC QUESTION TIME (continued)

Mr James Maclean advised that following on from the previous discussions regarding traffic concerns on Highfield Lane, he thought it would be useful for the Parish Council to be aware of his option for helping to alleviate the problem by installing a new drive way to his property. Mr Maclean provided a plan showing the suggested route.

It was noted that the existing drive way entrance would be blocked but would provide a passing place for vehicles in a narrow section of the road. In addition, another passing place would be available in the entrance to the new, proposed drive way. Discussion took place regarding the SCC Highways opinion of such a proposal.

It was noted that Mr Maclean would require planning consent from WBC and Surrey Highways but in principle the Parish Council supported the proposal as the first step to helping alleviate the traffic problems. It was agreed that the benefits of the proposal needed to be clearly explained to support the application.

Mr & Mrs Maclean left the meeting at 8.40 pm.

7.0 PLANNING

(7.1) WA/2017/2092 & 2093 – Wild Goose Cottage, The Street, GU8 6QE

Following discussion, it was agreed that the Parish Council had no comment regarding the applications.

(7.2) WA/2017/2187 – Ridgeway Farm, Sailors Lane, GU8 6QP

Following discussion, it was agreed that the Parish Council objected to the application on the basis that the size of the barn is not in keeping with the needs of a private facility, as identified by the planning application history. It was noted that a further concern was the possible increase in HGV traffic to the site and access arrangements via Sailors Lane.

(7.3) WA/2017/2180- 5, Homefield Cottages, GU8 6QH

Following discussion, it was agreed that the Parish Council had no comment regarding the application.

(7.4) WA/2016/2132 – Kestrel Woods Stables Appeal

It was agreed that the initial concerns raised by the Parish Council at the time of the application being considered remain. **The Clerk was asked to comment about the further increase in traffic on the lane since the time of the original comments were made.**

(7.5) WA/2012/1252 – Haybarn

Following a concern raised by a parishioner about development on the site, the Parish Council understood that the WBC Enforcement Team were involved in the matter. **The Clerk was asked to contact the Enforcement Team to ask for confirmation that the matter was in hand and that the Parish Council be kept updated.**

(7.6) WA/2017/0766 – Hill House Farm Appeal

It was agreed that the Parish Council had no further comment.

(7.7) It was noted that the Clerk had sent Councillors a link to the Planning Service Improvement Plan which had been prepared by a consultant on behalf of WBC.

Cllr Mendelssohn advised that the subject is likely to be discussed further at the Town and Parish Planning Forum meeting on 5th February 2018. It was noted that the Clerk was arranging for representatives from the Western Villages Parish Councils to meet again in advance of the forum meeting.

(7.8) It was noted that the Clerk had spoken to and received an email request from a planning consultant involved in preparing a new planning application for the Uplands Stud site. It was agreed that the input from the consultant would be useful when the Parish Council are considering the application and have the documents available to them. **The Clerk was asked to make arrangements for the consultant to attend the Parish Council meeting at which the application would be discussed.**

8.0 FINANCE

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

995	E Mango	576.00	Annual website costs
996	Imperative Training	104.40	Defibrillator pads
997	E. Felton	659.90	Salary and expenses (including HMRC payments)
TOTAL		£1,340.30	

(8.2) It was noted that the Clerk cheque amount included the November and December HMRC payments as online banking was not yet available.

(8.3) Cllr Swift provided an overview of the draft budget for 2018-19 including an explanation of the VAT reimbursement amount. He recommended an increase of £300 to the grass cutting cost to cover the cost of maintaining the area around the pond in Bowlhead Green. Following discussion it was agreed that this increase be included.

(8.4) It was agreed to increase the Village Support Costs by £500 to take into account the Invicta Law costs and as a contribution to expenses relating to a Royal Wedding celebration to take place within the village.

(8.5) It was agreed to leave the proposed costs for Signposts and Village Design Statement in the budget.

(8.6) Following review of the budgets, it was agreed that the Precept remain at the same level as 2017-18 for 2018-19. **The Clerk was asked to make arrangements for completion of the appropriate WBC documentation.**

(8.7) It was noted that PKF LittleJohn LLP had been appointed as the external auditor for smaller organisations for 2017-18.

(8.8) Discussion took place regarding a letter received from Godalming Town Council and Citizens Advice Bureau (CAB) requesting Parish Council funding support for 2018-19. It was noted that a payment of £380 had been requested based on face to face assistance given to 19 parishioners during the previous year, at a rate of £20 per person. Following a voting process, it was agreed to provide the funding contribution of £380.

The Clerk was asked to advise CAB that the Parish Council would support the funding request of £380 from the 2017-18 budget but that this would be reviewed annually based on receiving usage information but that there was no guarantee that it would be an annual contribution.

9.0 HIGHWAYS

(9.1) Cllr Hunter advised that a meeting with the Regional Director of Highways England and other interested parties was due to take place on 20th December 2017 when discussions regarding unplanned closures of the Hindhead Tunnel would continue.

(9.2) Cllr Mendelssohn advised that Mr Adrian Selby was looking into why the white-lining around the Clump had been only partially completed.

(9.3) Discussion took place regarding resolution of the problem of drainage on Highfield Lane resulting in the large pot hole by the post-box.

10.0 HAMMER POND

It was understood that Natural England were in discussions with organisations to resolve the matter with an update to be available in the new year.

11.0 DEFIBRILLATOR UPDATE

Cllr Hunter advised that the defibrillator unit for Pitch Place was ready to be installed and that he would be arranging a training session for Pitch Place residents in due course.

It was noted that he had prepared an article for inclusion in the parish magazine outlining the usage instructions for the units.

Following discussion it was agreed to include a defibrillator demonstration at the Assembly meeting in April 2018.

12.0 VILLAGE DESIGN STATEMENT

Cllr Swift advised that he had completed the addendum to the Village Design Statement and that it was on target for WBC to approve it in the new year.

13.0 EMERGENCY PLAN

It was noted that a Fire Plan from other Parish Councils were not available. **The Clerk was asked to email Cllr Harmer to enquire whether SCC were aware of such a document.**

Discussion took place regarding whether it was appropriate for the questionnaire to be sent to residents to ascertain whether they would be willing to volunteer in the event of an emergency and if so, what skills and equipment they could offer.

Discussion took place regarding the new GDPR which become effective in early 2018 and whether this would impact the Parish Council's ability to hold such information.

The Clerk advised that although she was due to attend a GDPR training event in the new year, she had been advised that the Clerk should not act as the Data Protection Officer. She provided details of an organisation who would act in this capacity for Parish Councils. It was agreed to review this further once more information was available.

It was agreed that Cllr Horwood and Cllr Malton would meet to discuss the plan so that further discussion take place at the February Parish Council meeting.

14.0 WBC HOUSING STRATEGY EVENT

Cllr Mendelsohn and Cllr Swift agreed to attend to the Housing Strategy meeting on 16th January 2018.

15.0 DEMENTIA FRIENDS INFORMATION EVENT

The Clerk was asked to speak to Cllr Jenny Else to enquire about the previous Dementia Friends information event which she had organised to ascertain whether another event was appropriate.

16.0 ANNUAL ASSEMBLY 2018

It was agreed that the Annual Assembly meeting would take place on Thursday 19th April 2018 and that the Clerk would prepare a list of suggested speakers for discussion at the January meeting.

17.0 CORRESPONDENCE

The Clerk reported that all items of correspondence had been covered during the course of the meeting.

18.0 MATTERS FOR CONSIDERATION AT NEXT MEETING

- Items carried forward as above

The meeting closed at 10.10 pm

Signed

Tuesday 2nd January 2018

Date of next meeting is Tuesday 2nd January 2018 at 7.30 pm.

