

THURSLEY PARISH COUNCIL
Annual Meeting
Minutes of Meeting

Tuesday 3rd May 2022 at 7.30 pm
At Thursley Village Hall

Attendees: Cllr J. Mendelssohn (Chair) Cllr de Vries Cllr H. Flavell
Cllr J. Luff Cllr R. Owen Cllr D. Sellars
Mrs E. Felton (Clerk)

Also attending were: Cllr D. Harmer (SCC)

1.0 ELECTION OF CHAIRMAN

Following a nomination process, it was declared that Cllr Mendelssohn be re-elected as Chairman.

2.0 ELECTION OF VICE CHAIRMAN

Following a nomination process, it was declared that Cllr Swift be re-elected as Vice Chairman.

3.0 DECLARATIONS OF ACCEPTANCE OF OFFICE

Cllr Mendelssohn completed the Declaration of Acceptance of Office form which was countersigned by the Clerk.

4.0 WELCOME AND APOLOGIES

Apologies had been received from Cllr Swift due to personal commitments. These apologies were accepted.

5.0 DECLARATIONS OF INTEREST

Cllr Mendelssohn, Cllr Flavell and Cllr de Vries disclosed an interest in agenda items 14a i) and iii) - Kestrel Woods Stables planning applications.

No other 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.

6.0 APPOINTMENT OF MEMBERS TO COMMITTEES AND AREAS OF RESPONSIBILITY

Following discussion, the Clerk was asked to update the areas of responsibility list for circulation to Councillors.

Following discussion about responsibility for checking the defibrillators, the Clerk advised that new pads have been ordered but there is currently an extended delivery time. It was noted that the units are now recorded on The Circuit instead of SECAMB.

7.0 ANNUAL REVIEW AND ADOPTIONS OF STANDING ORDERS

Following review, Councillors adopted the Standing Orders.

8.0 ANNUAL REVIEW AND ADOPTION OF FINANCIAL REGULATIONS

Councillors reviewed and adopted the Financial Regulations.

9.0 ANNUAL REVIEW OF CODE OF CONDUCT

Following review, Councillors approved and adopted the Code of Conduct.

10.0 PECUNIARY INTEREST FORMS 2022-23

Councillors agreed to complete a new Pecuniary Interest form for publication on the website.

11.0 APPROVAL OF PREVIOUS MINUTES

The minutes of the Parish Council meeting held on 29th March 2022 were approved by the Council to be signed by the Chairman.

12.0 ACTIONS FROM PREVIOUS MINUTES

(12.1) The Clerk advised that she had reported the flooding/jetting issues on French Lane to SCC and she understood that Cllr Swift was arranging to meet with them on site.

(12.2) **Cllr Harmer recommended that the Clerk report the tree branches overhanging Park Lane to the SCC Highways team so that they can investigate the ownership/responsibility and take appropriate action.**

(12.3) It was confirmed that Cllr Mendelsohn had provided Cllr Luff with the contact details which were required.

(12.4) Cllr Mendelsohn confirmed that he had visited the Haybarn site. He advised that the Groom's house was still in situ but his understanding was that its removal was in process.

(12.5) **Cllr Mendelsohn and Cllr Flavell agreed to send notes to Cllr Harmer regarding discussion points with Jeremy Hunt MP.**

(12.6) It was confirmed that an article regarding support for Ukrainian people had been posted on Facebook.

(12.7) The Clerk advised that she had received an apology from WBC following her raising a concern about the inability of being easily able to search for planning applications on their site using the search criteria.

- (12.8) Cllr Mendelsohn advised that his understanding was that the works on the replacement boardwalks would start in September 2022.
- (12.9) It was confirmed that the response to the Glover Report had been submitted.
- (12.10) Cllr Mendelsohn thanked Cllr Owen for arranging the refreshments for the Assembly meeting.
- (12.11) It was confirmed that he had made the trees on the recreation ground more visible.
- (12.12) It was confirmed that communications about the Dye House Road junction had taken place.

PUBLIC QUESTION TIME

Cllr Mendelsohn advised that he had received a question about whether the Parish Council could arrange for a Ukrainian flag to be raised in the village. Following discussion it was agreed that the Parish Council should not set a precedent and should remain neutral on this matter.

Following a question about the removal of the school sign on Dye House Road, **the Clerk agreed to ask Elstead Parish Council if they had considered whether they would like it.**

Following discussion, it was agreed that the Clerk would report the dry stone walling that sometimes falls onto Dye House Road as you approach Thursley Road junction as a highways hazard.

The Clerk agreed to check the status of replacing the place name sign in Pitch Place.

Following discussion it was agreed that the Clerk should write to Jeremy Hunt MP regarding support for the Keep Britain Tidy campaign for including glass in the deposit return scheme.

Following discussion, Cllr Sellars agreed to consider whether it was appropriate for the Parish Council to purchase a projector for use at meetings.

13.0 COUNTY COUNCILLOR AND BOROUGH COUNCILLOR REPORTS

Cllr Harmer advised that there are ongoing discussions about how to develop the relationship with Town and Parish Councils following the removal of the Local Committees.

14.0 PLANNING ISSUES AND COMMUNICATIONS

Cllr Mendelsohn, Cllr Flavell and Cllr de Vries did not participate in the decision making for the two applications for Kestrel Wood Stables due to their declared interest.

(14.1) WA/2022/01053 – Kestrel Wood Stables, Highfield Lane, GU8 6QJ
Erection of a dwelling following demolition existing stable "b" and 6 outbuildings; relocation of vehicular site access

Following discussion and review of the documents it was agreed that the Parish Council had NO COMMENT regarding the application.

(14.2) WA/2022/001179 – Silver Birches, Pitch Place, GU8 6QW
Erection of ground floor extension and alterations; extensions and alterations to roofline with addition of dormers.

Following discussion and review of the documents it was agreed that the Parish Council had NO COMMENT regarding the application.

(14.3) WA/2022/01233 – Kestrel Wood Stables, Highfield Lane, GU8 6QJ
Application under section 73 to vary condition 1 of WA/2021/0401 (approved plan numbers) to include the provision of a basement; demolition of 3 sheds, stable D, hay barn and office together with the removal of hardstanding.

Following discussion and review of the documents it was agreed that the Parish Council had NO COMMENT regarding the application.

(14.4) The Clerk was asked to acknowledge receipt of the email from the Surrey Hills AONB Planning Officer regarding replacement stable applications and advise that Thursley Parish Council will continue to prepare their comments in response to applications as a consultee as part of their expected duty.

15.0 FINANCE

(15.1) The list of payments for May were authorised and approved for payment as follows:

Voucher Reference	Payee		Amount
004	SSALC Ltd	Annual subscriptions	£223.01
009	Richard Knight	Tree Inspection	£26.50
010	E. Felton	Salary & Expenses	£456.48
011	HMRC	May payment	£290.00
012	Richard Owen	Assembly refreshments	£86.67
013	S. Forde	Jubilee celebrations	£265.00
014	Bands for Hire Ltd	Jubilee celebrations	£105.00
0015	B H Phillips	Jubilee celebrations	£150.00
	TOTAL		£1,602.66

(15.2) The list of payments for April which had been approved electronically was noted:

Voucher Reference	Payee		Amount
001	Mr A Kostenko	Electricity supply	£100.00
002	Mr & Mrs Ranson	Electricity supply	£100.00
003	Imperative training	Defibrillator batteries	£189.00
005	E. Felton	Salary & Expenses	£574.43
006	HMRC	April payment	£290.40
007	James Mendelssohn	Assembly food	£10.00
008	John Swift	Tree initiative	£269.20
	TOTAL		£1,533.03

(15.3) The Fixed Assets Register was approved and signed by the Chairman.

(15.4) It was noted that the audited accounts had not yet been received back from the accountants so the annual audit agenda items would be carried over to the June meeting.

16.0 HIGHWAYS/VAS

(16.1) Cllr Owen and Cllr Sellars agreed to discuss the arrangements for returning the VAS batteries to the supplier for reactivation.

(16.2) In Cllr Swift's absence, the Clerk reported that John Nicholas had reported that there was further review of the Swift Gate system's design underway.

(16.3) It was noted that the litter on the A3 had been removed.

(16.4) Discussion took place regarding a possible increase in fly-tipping as a result of having to provide identification at refuse centres. **Cllr Owen agreed to arrange another litter picking activity.**

(16.5) It was noted that SCC had actioned a temporary closure of a section of Public BOAT 503 at Hindhead common. Cllr Flavell reported that she had been impressed by recent discussions with John Baker, SCC Countryside Maintenance and Enforcement team regarding the problems associated with BOAT's.

17.0 20 MPH SPEED LIMIT PROJECT

Discussion took place about the enforcement of speeding incidents. Cllr Harmer advised that SCC had applied to the Secretary of State to be licensed to enforce moving traffic offences.

It was noted that the village already has 20 mph speed restrictions in place. Following discussion it was agreed that no further action was necessary at this time.

18.0 CLIMATE & SUSTAINABILITY

Cllr Mendelssohn provided an overview of the Vision 2030 project which Cllr Swift is involved in with other local parishes and their plans for a survey and report. Cllr Harmer

advised that he was involved in a similar project at SCC and he would encourage wide coverage of the projects in rural areas to obtain their views.

Cllr Owen agreed to work with Cllr Swift and other parishes/western villages to progress the Vision 2030 project.

19.0 QUEEN'S JUBILEE ACTIVITIES

Cllr Mendelsohn thanked Cllr de Vries and her team for preparing such a varied programme of activities to celebrate the Queen's Jubilee. He advised that he had received feedback that it was not clear how best to register an interest in the activities or purchase tickets to the lunch event. Cllr de Vries advised that the intention was to obtain estimated numbers for each activity to help with catering requirements etc.

It was suggested that a tick box form listing the activities might be appropriate with the ability to post the forms in a central post box in the village in addition to the online facility. It was further suggested that a reminder be sent two weeks prior to the events. **Cllr de Vries advised that she would consider the comments and make adjustments to the process as required.** Cllr Sellars suggested that it may be beneficial to speak to Democratic Services for advice.

The Clerk agreed to consider whether it was possible for the Parish Council website to provide a means of collating the information.

20.0 SEATING ON RECREATION GROUND

(20.1) It was agreed that following feedback at the assembly meeting the previous week, that the current seating design does not require any adaptation to the feet.

(20.2) **The Clerk was asked to arrange for Richard Knight to install the plaque on the recreation ground seat.**

(20.3) **Cllr Mendelsohn agreed to pass the previous plaque to the History Society.**

21.0 WEBSITE PROVIDER REVIEW

Following discussion, Cllr Owen agreed to review the current website facilities to ascertain whether a review is required prior to the annual renewal. The Clerk agreed to provide him with log-in details and a copy of a recent invoice.

22.0 ANNUAL ASSEMBLY MEETING FEEDBACK

It was noted that the assembly meeting had received positive feedback from those attending. Cllr Mendelsohn suggested that not having an external speaker works well. Discussion took place about the length and timing of the event.

23.0 MEETING DATES 2022-23

The meeting dates for 2022-23 were noted including the change for the July 2022 meeting.

24.0 NEW PARISHIONERS

(24.1) It was noted that there were no parishioners that councillors were aware of. Discussion took place about how best to welcome Ukrainian visitors to the village including social events such as a coffee morning etc. **It was agreed that once an increased number of people arrive in the village, further discussion should take place about welcoming them into the community.**

Cllr de Vries agreed to provide Mr Kostenko with copies of the welcome pack.

(24.2) The Clerk was asked to report when the funds from the film company had been received.

25.0 CORRESPONDENCE

(25.1) The Clerk reported that WBC were in the process of consulting on the second stage of their Community Governance Review.

26.0 MATTERS FOR CONSIDERATION AT NEXT MEETING

- Items carried forward from above including the Annual Audit.

The meeting closed at 9.25 pm.

The date of the next meeting is **Tuesday 7th June 2022** at 7.00 pm.

Signed

7th June 2022