

THURSLEY PARISH COUNCIL
Minutes of Annual Meeting

Tuesday 16th May 2023 at 7.00 pm
at Thursley Village Hall

Attendees: Cllr J. Mendelssohn (Chair) Cllr C. Dailly Cllr H. Flavell
Cllr J. Luff Cllr C. McClements Cllr R. Owen
Mrs E. Felton (Clerk)

Cllr D. Harmer (SCC)-to 7.17 pm Cllr D. Munro (WBC)-to 8.10 pm

1.0 ELECTION OF CHAIR

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

2.0 ELECTION OF VICE CHAIR

Following a nomination process, it was declared that Cllr Owen be appointed as Vice Chairman.

3.0 COMPLETION OF ACCEPTANCE OF OFFICE AND PECUNIARY INTEREST FORMS

‘Acceptance of Office’ and ‘Pecuniary Interest’ forms were completed and passed to the Clerk.

4.0 CONSENT OF RECEIPT OF SUMMONSES ELECTRONICALLY FORMS

The ‘Consent of Receipt of Summonses Electronically’ forms were completed by all Councillors and passed to the Clerk.

5.0 APOLOGIES FOR ABSENCE & DECLARATIONS OF INTEREST

The Chair welcomed Cllr Dailly, Cllr McClements and Cllr Munro (WBC) to the meeting.

Apologies had been received from Cllr de Vries and Cllr James Staunton (WBC). These apologies were accepted.

Cllr Mendelssohn provided new Councillors with an overview of when it was necessary to declare an interest in agenda items.

It was agreed that the order of the agenda be changed to allow for County Councillor and Borough Councillor reports to take place first to allow for Councillors to leave to attend other Annual meetings.

6.0 COUNTY COUNCILLOR AND BOROUGH COUNCILLOR REPORTS

(6.1) Cllr Mendelssohn advised that he intended to escalate the issue of the condition of the bridge over the A3 at a meeting he had later in the week with SCC Highways representatives. Discussion took place regarding the ownership.

(6.2) Cllr Mendelssohn reported that he had been unhappy with the SCC's approach to the works on Highfield Lane as notification had only been received the day before they took place. He highlighted that traffic, including farm vehicles, had not been able to gain access as they were not aware of the planned works. It was noted that the workmen had arrived at 8.00 am but they had not started work until 3.5 hours later due to having no knowledge of what was required.

Cllr Mendelssohn advised that in response to a query about why not all of the potholes had been repaired, SCC Contractors had informed him that the scoping work had taken place some three months previously and the new ones that had appeared since that time had not been included in the specification for the works.

It was noted that the traffic lights on Dye House Road had been installed again due to the same reason they had been in place some three months ago.

It was suggested that recent highways works in the village had been a poorly managed process.

In response to a question about whether SCC inspect the work of their contractors following completion, Cllr Harmer advised that the licensing regime includes a fee to cover the cost of an inspection by SCC Highways staff.

It was noted that there is also some concern from the equestrian community regarding the planned resurfacing works on Highfield Lane.

Cllr Mendelssohn confirmed that he intended to communicate his concerns at the meeting with SCC later in the week. **He was asked to provide feedback to Cllr Harmer.**

(6.3) Cllr Harmer advised that the Boundary Commission were looking at County division boundaries ahead of elections in two years' time. He advised that a bid had been submitted for the Western Villages to remain as they are now even though they are under the average electoral figure.

Cllr Harmer left the meeting at 7.17 pm.

(6.4) In response to a question from Cllr Mendelssohn about how the two new Ward Councillors intend to work together, Cllr Munro suggested that his preference would be for this to be on an informal basis initially and for it to evolve over a period of time. He advised that unfortunately the meeting with Cllr Staunton planned to take place earlier in the day had had to be postponed due to ill health but they did plan to meet to discuss this and so an update would be provided in due course.

Cllr Munro confirmed that both Councillors were looking forward to working with the Western Commons and will work to support the communities effectively.

(6.5) Cllr Munro advised that the WBC Annual meeting is due to take place the following week. It was noted that there is not a majority party.

(6.6) Cllr Mendelsohn and Cllr Flavell provided Cllr Munro with an overview of the problems associated with the BOAT between High Button and the Punchbowl and the work that had taken place with interested parties to date. The safety of users was raised as a serious concern. It was noted that a possible resolution had been proposed but in order to move this forward, a joint action group approach was needed. **Cllr Munro agreed to find out how such a group could be initiated and report back.**

(6.7) Cllr Mendelsohn made reference to the anti-social behaviour both on the BOAT and at Boundless with vehicles racing, litter, drug paraphernalia and fly tipping being regular occurrences. He advised that he had obtained permission from the landowner for WBC to install CCTV cameras in the area to monitor illegal activities. It was noted that the recent litter pick organised by Cllr McClements had resulted in an enormous amount of waste being collected.

(6.8) Cllr Munro suggested that the WBC Planning Department had experienced difficulties due to a lack of Planning Officers but that the process had improved. It was confirmed that there are still delays in determining applications and enforcement actions.

7.0 ELECTION/APPOINTMENT OF MEMBERS TO COMMITTEES AND OTHER BODIES AND TO AGREE AREAS OF RESPONSIBILITY

The appointment of members to committees and areas of responsibilities were discussed and the list amended as agreed.

Cllr Mendelsohn explained the role the Parish Council would like to take in ensuring **that** vulnerable parishioners are appropriately supported during times of emergency such as a fire, power cut etc. Cllr Dailly agreed to take on the role. She suggested that there was a need for better communication for the parish as a whole as not all people are included in WhatsApp groups or on social media etc. It was noted that there are several informal communication groups already and perhaps a more joined up thinking was needed. **Cllr Dailly agreed to consider the options and report back in due course.**

PUBLIC QUESTION TIME

Cllr Mendelsohn confirmed that during public question time, members of the public can attend to ask their own questions or Councillors can raise any questions that have been passed to them.

Cllr Dailly raised concerns regarding the parking arrangements by the church with people parking their cars and not returning for several hours resulting in parishioners not being able to park to visit the church etc. She explained that as a result of the lay-by being full with visitors' cars for extended periods of time, people are having to park on the raised mound area instead.

Discussion could take place regarding areas of common land in the village which the Parish Council are looking to register so that action can be taken to preserve them. There was discussion about the possible solutions to the problem including levelling of the mound area to provide additional parking for the church and residents. **Cllr Mendelsohn agreed to speak to Mr Adrian Selby (SCC) to get his views on the matter.**

Cllr Munro left at 8.10 pm.

8.0 RESOLUTION TO CONFIRM ELIGIBILITY FOR GENERAL POWER OF COMPETENCE

Councillors resolved that the Parish Council continues to meet the criteria for eligibility to use of the General Power of Competence. It was confirmed that the Parish Council had reviewed the expenditure incurred.

9.0 ANNUAL REVIEW OF STANDING ORDERS

Councillors reviewed the Standing Orders. It was noted that there had not been any changes to the document.

10.0 ANNUAL REVIEW OF FINANCIAL REGULATIONS

Councillors reviewed the Financial Regulations. It was agreed that no changes were required at this time.

11.0 APPROVAL OF CODE OF CONDUCT

Councillors approved adoption of the Code of Conduct for Members.

12.0 APPROVAL OF MODEL PUBLICATION SCHEME

The proposed 'Model Publication Scheme' document was approved for publication.

13.0 APPROVAL OF PREVIOUS MINUTES

The minutes of the Parish Council meeting held on 4th April 2023 were approved by the Council following a minor amendment and signed by the Chairman.

14.0 ACTIONS FROM PREVIOUS MINUTES

(14.1) It was noted that a sustainability checklist had been prepared but WBC were also including similar as part of the application process.

(14.2) It was confirmed that the Coronation bench had been installed.

(14.3) It was noted that although Cllr Harmer had not been able to identify who was responsible for the bridge over the A3, Cllr Mendelssohn intended to raise this at his meeting with SCC later in the week.

(14.4) Cllr Mendelssohn advised that the new Borough Commander would be attending the June Parish Council meeting.

(14.5) The Clerk confirmed that she had emailed Mr Patrick Giles (SCC) but had not yet received a response.

(14.6) Cllr Mendelssohn confirmed that he had written to Jenny and David Else to thank them for their service.

(14.7) It was confirmed that Members Allocation funding had been received to support purchase of a new noticeboard.

(14.8) It was confirmed that works to the posts on the recreation ground had been completed.

(14.9) It was noted that the salt bin and salt will be moved to High Button in due course.

(14.10) It was confirmed that Cllr McClements would take on the role for Sustainability and Climate Control but participation at the Inter-Parish Group will need further consideration.

15.0 PLANNING ISSUES AND COMMUNICATIONS

(15.1) WA/2023/00988 – 2 Homefield Cottages, Highfield Lane, GU8 6QH
Erection of rear extension; extension and alterations to roof of existing garage to provide a home office

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

(15.2) WA/2023/01071 – Kettlebury View, Pitch Place, GU8 6QW
Dormer extension and installation of rooflight; alterations to elevations with associated hard landscaping.

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

(15.3) It was noted that notification had been received that the appeal for conversion of stables at Haybarn had not been successful.

(15.4) Following discussion, **the Clerk was asked to write to the homeowners of Tilhurst to remind them that the deadline date for removal of the tree and planting of identified replacements is approaching.**

16.0 FINANCE

(16.1) The list of payments for May had been presented to Councillors in advance of the meeting. The payments were authorised and approved for payment as follows:

Voucher Reference	Payee		Amount
0013	Arien Designs Ltd	Noticeboard	£1,668.00
0014	Richard Knight	Installation of bench	£79.69
0015	Bentley Brown	Coronation costs	£1,034.64
0016	Zurich	Annual Insurance renewal	£1,086.52
0017	James Mendelssohn	Expenses	£32.00
0018	Richard Owen	Assembly expenses	£87.37
0019	E. Felton	Salary & expenses	£332.30

0020	HMRC	May payment	£207.20
	TOTAL		£4,527.72

(16.2) The Clerk reminded Councillors of the additional list of payments for April which had been presented to them and approved at the Annual Assembly meeting as follows:

Voucher Reference	Payee		Amount
006	Surrey ALC	Annual subscription	£224.44
007	DJK Electrical	Defibrillator installation	£399.96
008	James Mendelssohn	Assembly expenses	£8.70
009	E. Felton	Expenses	£49.90
010	P. Goble	Defibrillator supply	£100.00
011	Mr & Mrs Secrett	Defibrillator supply	£100.00
012	Mrs N. Bates	Mowing insurance	£134.88
	TOTAL		£1,017.88

(16.3) The Clerk reported that the internal audit of accounts for 2022-23 had been completed (*copies of the Annual Internal Audit Report had been distributed to members in advance of the meeting*). The recommended actions on the audit report were noted and actions agreed.

(16.4) The Statement of Internal Control document was approved and adopted by Councillors.

(16.5) The Review Effectiveness of Internal Audit document was reviewed and discussed by Councillors. The document was approved by Councillors and signed by the Clerk.

(16.6) Following discussion It was agreed that Maxwell & Co. be reappointed as internal auditors for the 2023-24 reporting period.

(16.7) The Annual Governance Statement 2022-23 was considered by members. It was resolved that the Annual Governance Statement 2022-23 be approved.

(16.8) The Accounting Statement 2022-23 was considered by members. It was resolved that the Accounting Statement 2022-23 be approved.

17.0 HIGHWAYS/VAS

(17.1) Cllr McClements advised that he would like a hand-over for responsibility of Highways from John Swift with regards to tunnel closures etc.

(17.2) Cllr McClements advised that he is maintaining a record of potholes that he reports.

(17.3) It was agreed that Cllr Owen would speak to David Sellars and take responsibility for the VAS unit.

(17.4) Discussion took place regarding speed limits and speeding on The Street. It was noted that there had been previous discussion on this matter with no suitable resolution identified. It was agreed that the VAS unit be positioned there for a period of time.

(17.5) Discussion took place regarding the width of the bridge at Smallbrook being a single lane. It was noted that previous discussions with SCC Highways staff had suggested that nothing could be done.

(17.6) In response to a question regarding a Village Speed Camera scheme, it was noted that previous attempts had failed as insufficient people had volunteered.

18.0 THURSLEY CLIMATE & SUSTAINABILITY UPDATE

See earlier discussions.

19.0 HANKLEY COMMON USERS GROUP

(19.1) Cllr de Vries had provided a report in her absence as follows:

- The Ministry of Defence (MOD) would like to express their sincere gratitude to the people of Thursley for their cooperation in avoiding the common during March and April.
- Landmark is pleased to announce that bare earth firebreaks have proven to be more efficient, and their implementation is underway. This development aims to alleviate the concerns of residents living in and around Hankley Common.
- Filming activities have been prevalent on Hankley Common, and the film crew trucks have been requested to avoid passing through Elstead during school zone hours.
- The MOD has granted access to the police motorbike training section for training exercises on Hankley Common.
- The MOD has submitted an application for funding to acquire 70 new bridleway markers, significantly enhancing the clarity of bridleway routes.
- The fires experienced last year have exposed a number of pyrotechnics. Efforts are underway to remove these items, and anyone who spots any such objects are encouraged to report them promptly.
- Thursley has reported incidents where flares have landed in people's gardens. The situation was swiftly addressed.

(19.2) **Cllr Mendelssohn agreed to contact WBC to follow up on previous discussions regarding licences for filming on the commons.**

20.0 DOG WALKING

Cllr Mendelssohn advised that following a recent incident involving a parishioner feeling threatened by multiple dogs being walked, he had spoken to WBC about limiting the number of dogs being walked together to four irrespective of how many people were present and his comments had been taken on board.

21.0 ASSEMBLY MEETING FEEDBACK

It was noted that feedback following the Assembly meeting had been positive. It was confirmed that the model works well.

22.0 NEW PARISHIONERS

Cllr Owen agreed to make contact with new parishioners who have moved into Pitch Place.

23.0 CORRESPONDENCE

It was agreed that there was no need to respond to the recent CIL consultation.

24.0 MATTERS FOR CONSIDERATION AT NEXT MEETING

- Items carried forward from above

The meeting closed at 9.20 pm. The date of the next meeting is Tuesday 13th June 2023 at 7.00 pm.

Signed

13th June 2023