

**THURSLEY PARISH COUNCIL**  
**Minutes of Meeting**

**Tuesday 1<sup>st</sup> June 2021 at 7.00 pm**  
**At Thursley Village Hall**

**Attendees:** Cllr J. Mendelssohn (Chair)      Cllr M. De Vries      Cllr H. Flavell  
Cllr J. Luff      Cllr R. Owen (from 7.27 pm)      Cllr D. Sellars  
Cllr J. Swift      Mrs E. Felton (Clerk)

**Also attending were:** Cllr D. Harmer

**1.0 WELCOME AND APOLOGIES**

It was noted that no apologies were necessary although Cllr Owen was likely to arrive late due to business commitments. The Chair welcomed councillors to the first face to face meeting of the Council in line with Government legislation and assured them that all necessary arrangements were in place.

**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 held on 4<sup>th</sup> May 2021 were approved by the Council to be signed by the Chairman.

**4.0 ACTIONS FROM PREVIOUS MINUTES**

(4.1) It was noted that there had been some positive feedback regarding the Clump being left to grow wildflowers although some managed mowing would be required. In response to a question from a parishioner about whether it would be possible to mow the sides of the Clump, **Cllr Mendelssohn agreed to speak to Mr Adrian Selby (SCC) about the matter at a meeting which was due to take place.**

Cllr Harmer suggested that the Blue Hearts programme may be appropriate. **He agreed to send Cllr Mendelssohn details.**

Discussion took place regarding a request from the landowner of a field adjacent to Dye House Road to be allowed to sow wildflowers on a grass area between the VAS sign and entrance gate. **Cllr Mendelssohn agreed to speak to the landowner to thank him for his kind offer.**

(4.2) Cllr Mendelssohn reported that he had spoken to a representative of the production company involved in the recent filming on Hankley common who had been apologetic about the increased level of traffic through the village.

He advised that they had informed him that it was the responsibility of the film company to make access arrangements. It was noted that on completion of the filming the trucks had left through Elstead.

Cllr Mendelsohn advised that no response had been received from Beth Howland-Smith (WBC) regarding the licensing arrangements for filming which had been discussed previously. He advised that this was an example of a lack of response from the WBC Planning team which would be discussed later in the meeting.

(4.3) Discussion took place regarding the issues experienced during the period of filming by an Elstead parishioner due to the location of her property to the location site. Cllr de Vries advised that the matter was to be included on the agenda for the HUG meeting due to take place in July. It was suggested that it might be helpful for the legal position to be investigated.

(4.4) Cllr Flavell advised that she was still waiting to receive further information in response to her emails regarding the Epic Cycling event. It was noted that Rob Fairbanks, Surrey Hills AONB Director, was dealing with the matter and that Hannah Gutteridge (SCC) was also involved.

(4.5) It was noted that several of the actions from the previous meeting would be discussed under agenda items.

## **5.0 COUNTY COUNCILLOR AND BOROUGH COUNCILLOR REPORTS**

(5.1) Cllr Harmer confirmed that he had been re-elected as the SCC Western Villages Councillor and that the first meeting of the newly formed council had taken place in the new County Hall. He advised that a new Chairman had been appointed to the non-political role.

(5.2) It was noted that Cllr Harmer had been appointed as Chairman to the Waverley Local Committee and would also sit on the Resources and Performance Select committee whose role was to test the balance of resources in the departments and make changes as needed to react to unexpected events.

(5.3) Cllr Harmer advised that there had been some discussion about vehicles destroying Frensham common and other local areas and the need to do something in order to protect the countryside.

He advised that a joint proposal to the Your Fund Surrey project may be appropriate as a test case. **It was noted that he had prepared a first draft, details of which he would share with Cllr Mendelsohn and Cllr Flavell.**

### **PUBLIC QUESTION TIME**

It was noted that although face to face meetings were now required, members of the public should not attend according to Government guidelines with the ability for them to raise questions/concerns prior to the meetings by contacting the Clerk or members so that they be raised on their behalf.

Cllr Flavell raised a concern about the width of Boundless Road as a single track as vehicles were attempting to pass at speed rather than using passing places. It was noted that the signage to indicate a single track is hidden by vegetation and the second which is required may be missing.

**The Clerk was asked to inform Adrian Selby and Mr Steve Lindsey-Clark about the signage and overgrown vegetation. Cllr Mendelssohn agreed to raise the matter with Mr Selby at a meeting that was planned to take place.**

Cllr Mendelssohn advised that the issue of vehicles meeting on Old Portsmouth Road every Sunday evening in advance of travelling through the tunnel had returned following the easing of lockdown.

He also provided details of a recent incident on Highfield Lane/The Street involving a speeding cyclist which had resulted in a parishioner requiring medical attention. It was noted that photographic evidence had been obtained of the cyclist involved which had been provided to the Police as the cyclist had left the scene prior to providing his details.

It was agreed that it was extremely fortunate that there had not been a more serious outcome on this occasion and that speeding cyclists is a continuing problem that needs to be addressed.

**Cllr Mendelssohn suggested that it may be appropriate to invite PC Kat Farmer to a Parish Council meeting to address issues which would benefit from Police input but that in the meantime, he would contact her to discuss current concerns.**

## **6.0 PLANNING ISSUES AND COMMUNICATIONS**

(6.1) WA/2021/0754 – Hammer Pond

Construction of a new attenuating embankment structure and associated water control structures to reinstate Hammer Pond as a standing waterbody and gravity-fed flows to three adjoining watercourses – additional information.

Following discussion and review of the documents online, it was agreed that the Parish Council SUPPORTED the application but the importance of the timescales involved be highlighted again to WBC.

(6.2) WA/2021/01199 & 01200 – Rose Cottage, The Lane GU8 6QB

Erection of extensions and alterations following demolition of existing extension/  
Listed Building consent for internal and external alterations following demolition of existing extension.

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

(6.3) It was noted that three new planning applications have appeared on the WBC planning portal:

- WA/2021/01148 – Prospect Cottage
- WA/2021/01255 – Ridgeway Farm
- PRA/2021/01126 – Upper Ridgeway Farm

**Councillors were asked to review the documents and provide Cllr Flavell and the Clerk with comments by Friday 4<sup>th</sup> June 2021 so that responses can be prepared and submitted to WBC within the deadlines.**

(6.4) It was noted that the decision notice for the Haybarn appeal has not yet been issued.

(6.5) It was noted that a communication had been received from WBC Planning to advise that the pre-planning advice service had been suspended for a maximum period of three months to allow them to focus on implementation of the new planning system and to clear the backlog.

(6.6) It was noted that no recent communication had been received from the WBC Enforcement Officer dealing with concerns regarding increased business usage of a property on Highfield Lane.

(6.7) Discussion took place regarding the lack of action by the WBC Planning and Enforcement teams on matters, some of which are time critical. It was noted that they do appear to be able to act quickly regarding some complaints but not others.

**It was agreed that Cllr Mendelssohn write to Zac Ellwood, WBC Head of Planning and Economic Development, to raise concerns about the lack of activity and extended timescales involved in progressing planning/enforcement matters in the village.**

**It was suggested that the Clerk speak to the other local Clerks to share their experiences so that a joint approach be adopted.**

## 7.0 FINANCE

(7.1) The following list of payments for June was presented and duly authorised and approved for payment:

Voucher Reference	Payee		Amount
0017/21	Zurich	Annual insurance premium	£958.90
0018/21	E. Felton	Salary & Expenses	£404.39
0019/21	HMRC	June payment	£95.60
0020/21	John Swift	VAS expenses	£27.16
	<b>TOTAL</b>		<b>£1,486.05</b>

(7.2) The Clerk reported that the internal audit of accounts for 2020-21 had been completed. It was noted that a copy of the full report had been provided to Councillors in advance of the meeting.

The recommendations included in the audit report were noted as follows and actions agreed:

Point raised:	Recommendation	Action
Vouchers not initialled	Amend Financial Regulations	No longer applies as return to face to face meetings. Consider if virtual meetings necessary in the future.
Members interests	Should be updated annually	Clerk to arrange for annual completion
Annual risk assessment	Sign and date	Clerk to ensure risk assessment is signed at time of approval
Assets register	Total not updated following addition of bins	Formula updated - list corrected

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

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

(7.5) It was agreed that the internal auditors be re-appointed for the 2021-22 reporting period.

(7.6) The Annual Governance Statement 2020-21 was considered by members. It was resolved that the Annual Governance Statement 2020-21 be approved.

(7.7) The Accounting Statement 2020-21 was considered by members. It was resolved that the Accounting Statement 2020-21 be approved.

(7.8) The Certificate of Exemption Certificate 2020-21 was approved by members. It was resolved that the Certificate of Exemption Certificate 2020-21 be approved.

**(7.9) The Clerk advised that she would make the necessary arrangements for the AGAR and supporting documents to be made available for display on the notice boards and website and to be sent to the external auditors.**

## **8.0 HIGHWAYS**

(8.1) The budget for installation of solar panels to the VAS unit was approved.

(8.2) Expenditure for the purchase of a pole and bracket/clips to allow for installation of the VAS unit on The Street was approved.

(8.3) Cllr Swift suggested that the signage arrangements in the event of tunnel closures was an on-going issue which he would continue to work to address.

(8.4) Cllr Swift advised that he had received a response from Duncan Knox, SCC Road Safety & Sustainable School Travel Manager, regarding extension of 40mph speed limits to rural roads in the rest of Surrey. It was noted that the intention was to evaluate all roads for suitability and to work westwards across the county to implement the reduced speed.

Cllr Harmer suggested that Mr Knox be invited to a Waverley Local Committee meeting at the appropriate time to present his findings for the local area.

**It was agreed that Cllr Swift register the Parish Council's interest in the project to extend the reduced speed limit in the village.**

## **9.0 RECREATION GROUND SEATING**

Cllr Mendelsohn advised that the seating area around the tree on the recreation had been removed for safety reasons. He reported that after approaching local tradesmen, there had been no interest in installing a replacement wooden seat. Cllr Owen asked if the Parish Council would consider a metal replacement as a better option.

Cllr Owen advised that the two seats opposite the entrance to the recreation ground may also need to be replaced. **He agreed to meet with Cllr Mendelssohn to see if they needed to be removed.**

**It was agreed that the Clerk obtain quotes for replacement of the seating around the oak tree and the two replacement benches if deemed to be necessary.**

It was noted that an application to the SCC Members allocation fund may be appropriate.

#### **10.0 WAVERLEY WARD BOUNDARY REVIEW CONSULTATION**

Following discussion it was agreed that due to no changes to the number of ward Councillors being considered for the parish, no comment to the consultation was necessary.

#### **11.0 PRESERVE OUR RESERVE UPDATE**

Cllr Mendelssohn provided details of how the funds totalling approx. £300k had been obtained comprising of £50k from local fund-raising, £150k from Natural England and £98k from the WBC CIL funds. He advised as funding raising and funding applications had been so successful, the whole project could be undertaken at one time. He provided details of the materials which Natural England were looking to use.

Cllr Mendelssohn advised that Elstead Parish Council had raised a concern regarding access arrangements from the village onto the common on a particular stretch which was not currently included in the plan which Natural England had prepared.

It was noted that as per the constitution, both Elstead and Thursley Parish Councils approval was needed for expenditure from the Preserve Our Reserve funds which were held in a separate ring-fenced account by Elstead Parish Council. Cllr Mendelssohn explained that the intention was to retain some of the local fund-raising amount for future expenditure requirements such as signage, Friends of the Common etc. and to use the Natural England and CIL funds first for the major works.

Cllr Mendelssohn advised that the intention was to start the work in August/September following completion of the tendering and planning process which Natural England were currently progressing.

#### **12.0 THURSLEY CLIMATE & SUSTAINABILITY UPDATE**

Cllr Swift made reference to the summary notes which he had provided to Councillors in advance of the meeting. Following discussion it was suggested that installation of an EV charging point be considered at the Village Hall, the Three Horseshoes public house and the recreation ground. It was noted that there was grant funding available and there are no costs attached to a feasibility study.

**It was agreed that Cllr Swift would submit an application to SCC and arrange a free of charge feasibility study of the three sites by an organisation which Womersley Parish Council had some experience with. It was agreed that Cllr Mendelssohn and Cllr Swift meet with the organisation representative/s when they visit the Parish to undertake site visit.**

### 13.0 ARMED FORCES COVENANT BENCH

Cllr Swift advised that in light of the increased cost of the bench from the supplier that was originally agreed, he had managed to identify a similar/same bench at a reduced cost from an alternative supplier and intended to place an order in due course. This was agreed.

Following discussion, the proposed wording for the plaque to be installed on the bench was agreed by members. It was noted that Cllr Swift had received feedback from the History Society with regards the proposed wording and it was acceptable.

### 14.0 POWER SUPPLY – BOWLHEAD GREEN

Cllr Swift provided details of the two disruptions to the power supply which the residents of Bowlhead Green and other localised areas in the parish had experienced as a result of building work taking place at Witley Park. It was noted that following communication, the landowner had given assurance that they were taking the matter seriously and an investigation was underway to establish the circumstances.

Discussion took place regarding the impact such outages have on the ability of parishioners to work from home.

**Cllr Swift agreed to write to the owners of Witley Park regarding the issue and report back at the next meeting.**

### 15.0 CORRESPONDENCE

It was noted that correspondence is usually shared with Councillors at the time of receipt. The following points were discussed:

- Parking/traffic concerns with regards to the planned Boxer Rescue Society sponsored walk due to take place in September.
- Confirmation that Councillors would be interested in accompanying James Giles on a dusk walk on Thursley common to hear a Nightjar. **Cllr Swift to provide details.**
- Advice that as a result of the installation of a new water pipe, parts of Bedford Lane may be closed. **Cllr de Vries agreed to investigate whether appropriate permissions had been obtained for closure of the bridleway.**

### 16.0 MATTERS FOR CONSIDERATION AT NEXT MEETING

- Items carried forward from above

The meeting closed at 9.15 pm.

The date of the next meeting is **Tuesday 13<sup>th</sup> July 2021** at 7.00 pm.

Signed .....

**13<sup>th</sup> July 2021**