

**THURSLEY PARISH COUNCIL**  
**Minutes of Meeting**  
**Tuesday 4<sup>th</sup> June 2024 at 7.00 pm**  
**at Thursley Village Hall**

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

Also present: Cllr J. Staunton (WBC)      Cllr D. Harmer (SCC)

**1.0 APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr McClements and Cllr D. Munro (WBC). These apologies were accepted.

**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 ANNUAL REVIEW OF FINANCIAL REGULATIONS**

Councillors reviewed the Financial Regulations. These were approved.

**4.0 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.

**5.0 APPROVAL OF PREVIOUS MINUTES**

The minutes of the Parish Council meeting held on 7<sup>th</sup> May 2024 were approved by the Council and signed by the Chairman.

**6.0 ACTIONS FROM PREVIOUS MINUTES**

(6.1) Cllr Mendelssohn made reference to previous discussions with Natural England regarding signage on the common which had not been installed even though it was to be funded from the 'Preserve our Reserve' funds. He referred to the recent communications on Facebook which Natural England had posted regarding restricted use of the common by the public due to filming activities. Following discussion, it was agreed that Cllr Mendelssohn would write to Natural England to register the frustrations of the Parish Council and village with regards to the signage delays and conflicting use of the common for filming. He was asked to request a costed proposal for the signage so that Elstead and Thursley Parish Councils could reconsider the release of funds.

(6.2) Cllr Mendelsohn confirmed that he had met with the SCC contractor to agree the grass areas that he would cut according to his schedule. It was noted that other smaller areas are being mowed by parishioners. Cllr Owen was thanked for mowing the Clump.

Following discussion, it was agreed that Cllr Owen make the necessary arrangements for a parishioner to mow the play area on a regular basis at a cost of £50 for two hours.

(6.3) Cllr Mendelsohn reported that just prior to the meeting he had received an email from SCC advising that the areas of Dye House Road which had been missed during the recent resurfacing works, were due to be completed shortly.

(6.4) It was noted that Cllr Owen had purchased two new batteries for the VAS and so the charging issue has been resolved.

(6.5) It was noted that the recreation ground had recently been mowed.

## **7.0 COUNTY COUNCILLOR AND BOROUGH COUNCILLOR REPORTS**

(7.1) Cllr Harmer advised that although there are some staff shortages at SCC present, the situation will improve but if anyone has a particular issue, he is available to help.

(7.2) Following discussion it was agreed that Cllr Owen would continue to report the highways problems in Pitch Place on the online portal.

(7.3) Cllr Staunton provided an update with regards to new appointments at WBC.

(7.4) In response to a question, Cllr Staunton advised that there continues to be a high turnover of staff in the planning department at WBC but that applications are being processed as quickly as possible. Discussion took place regarding the outcome of a recent appeal.

(7.5) Cllr Harmer made reference to a complaint he had received recently from a landowner regarding gates being left open.

(7.6) Cllr Harmer provided an update regarding Uplands Stud following a recent visit.

(7.7) Cllr Harmer advised that following review by the Boundary Commission, Wormley will be added to the western villages next year.

## **8.0 PLANNING ISSUES AND COMMUNICATIONS**

(8.1) WA/2024/00878 – Storage Building, Lower House Road, Bowlhead Green  
Application under Section 73 to vary conditions 1 (approved plans) and 2 (materials) of WA/2023/01152 to allow alterations to elevations and internal layout; alterations to roof materials.

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

(8.2) WA/2024/00900 & 00901 – Upper Highfield Farmhouse, Highfield Lane  
Erection of a two storey extension and alterations including covered porch, balcony; and rooflight; erection of single storey extension with glazed link to main dwelling following demolition of existing conservatory.

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

(8.3) WA/2024/00977 – Kestrel Wood Stables, Highfield Lane, GU8 6QJ  
Erection of extension and alterations following demolition of stable block (stable c)

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

(8.4) It was noted that there had been some comments from parishioners regarding the building works taking place at Mathwalls. Following discussion it was agreed that Cllr Flavell would review the planning application relating to the works.

#### **PUBLIC QUESTION TIME**

Although no members of the public were present, Councillors raised the following concerns on behalf of parishioners.

Cllr de Vries agreed to speak again to the British Horse Society representative regarding the painted signage on Thursley and Hankley Commons following a recent equestrian event. It was noted that the paint had been sprayed indiscriminately on heather, grass, tree roots etc. to indicate the route and although the expectation had been that it would disappear quickly following the event, several weeks later it still exists.

Cllr de Vries also agreed to arrange for the Peper Harow point to point signs to be removed.

Cllr de Vries advised that the new postcodes in Bowlhead Green were now live. She advised that this may affect the ability of parishioners affected to have postal votes for the upcoming election but she is in contact with WBC who are checking to see if this will be an issue. She agreed to keep parishioners updated.

## **9.0 FINANCE**

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

018	Maxwell & Co	Internal audit fee	£570.00
019	Zurich	Insurance renewal	£1,090.16
020	Richard Knight	Tree survey	£32.00
021	Richard Owen	VAS batteries	£97.58
022	E. Felton	Salary & expenses	£348.86
023	HMRC	March payment	£220.00
024	Satswana	DPO service	£90.00
	<b>TOTAL</b>		<b>£2,448.60</b>

(9.2) The Clerk reported that the internal audit of accounts for 2023-24 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.

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

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

(9.5) Following discussion it was agreed that Maxwell & Co. be reappointed as internal auditors for the 2024-25 reporting period.

(9.6) The Certificate of Exemption Certificate for 2023-24 was approved by members and signed by the RFO and Chair.

(9.7) The Annual Governance Statement 2023-24 was considered by members. It was resolved that the Annual Governance Statement 2023-24 be approved and signed by the Chair and Clerk.

(9.8) The Accounting Statement 2023-24 was considered by members. It was resolved that the Accounting Statement 2023-24 be approved and signed by the Chair and RFO.

(9.9) Following discussion regarding the costs of recent community first aid training, it was agreed that the Parish Council would cover the costs for such training. It was noted that an advanced session was being arranged.

**10.0** The updated Fixed Assets register to show an increased value for the Trail Camera was approved and signed by the Chair.

## **11.0 HIGHWAYS/VAS**

(11.1) In his absence, the Clerk reported that Cllr McClements will make contact with the landowner for the area of land opposite Foldsdown to request that the ditch be cleared.

(11.2) Discussion took place regarding the number of small potholes which are likely to deteriorate over a period of time. Cllr Harmer advised that there is no process in place currently for such works to take place.

## **12.0 EMERGENCY PROCEDURES & CONTACTS**

The updated Emergency Procedures & Contacts list was reviewed and approved. It was noted that this would be supplied to both SCC and WBC.

## **13.0 THURSLEY CLIMATE & SUSTAINABILITY UPDATE**

(13.1) On behalf of Cllr McClements, the Clerk reported that there had been a recent litter pick.

(13.2) CLlr de Vries advised that she still intended to follow up on the environmental water activity.

((13.3) It was agreed that the wildflowers planting had been successful.

**14.0 MOWING ARRANGEMENTS 2024**

See (6.2) above.

**15.0 PARISH EMERGENCY PLAN**

Following discussion it was agreed that the Good Neighbours/emergency plan be further considered over the summer months in advance of further discussion at the September meeting. It was agreed that it is more appropriate to have a local plan rather than a formal emergency plan due to being a small close knit community.

**16.0 VILLAGE IMPROVEMENT SCHEDULE**

Following a suggestion by Cllr McClements, it was agreed that another bench be refurbished.

**17.0 NEW PARISHIONERS**

It was noted that there were no new parishioners at this time.

**18.0 CORRESPONDENCE**

It was noted that there had been no further communication regarding the recent incident at the play area.

The Clerk confirmed that the annual tree survey had not reported any issues.

All correspondence had already been provided to Councillors at the time of receipt.

**19.0 MATTERS FOR CONSIDERATION AT NEXT MEETING**

- Items carried forward from above

The meeting closed at pm. The date of the next meeting is **Tuesday 9<sup>th</sup> July 2024 at 7.00 pm.**

Signed ..... **9<sup>th</sup> July 2024**