

**A Council Meeting of the Elstead Parish Council  
was held in the United Reformed Church Hall, Elstead  
Monday 17 December 2007, commencing at 7.30pm**

Present: Messrs D Holmes (Chairman) P Murphy A Jones, M Jeffery  
R Holroyd, R C Terry, Mrs A Thomas Mrs S Place, Cllr D Harmer  
SCC also attending 2 members of the public 2 press.

Apologies for absence: - B Morgan

**1.0 MINUTES:**

The minutes of the last meeting were agreed and signed.

**2.0 MATTERS ARISING**

- 875 Tree maintenance works – A large English oak tree at the entrance to Burford Lodge Recreation Ground was noted as requiring attention within the next 12 months. The ownership was questioned as to whether it belongs to the Parish Council or SCC. This would be reported to SCC.
- 1209 Recreation Grounds - The two benches were currently being installed, together with the notices and new litter bins.
- 1232 Advertising posters in the village – This was reviewed by the Waverley Committee Task Group, but the outcome was disappointing in that SCC did not allow posters on its land due to Health and Safety reasons. Cllr Harmer advised that he was trying to get a Policy in place through SCC, so that delegation could be given to Parish Council to sets its own policy on advertising. Currently on hold with SCC to review.
- 1277 Burford Lodge Entrance - Surface water was coming off the Milford Road and flooding into the drives. Mr Terry spoke to WBC on the matter. However, they advised that the matter was an SCC issue. Mr Terry has provided Cllr Harmer with a map of the exact area and location of the gully so that he could raise the issue with highways maintenance. Outstanding.
- 1345 Mr Murphy requested that the broken fence posts around the Thursley Road Recreation Ground be replaced. Mr Jeffery was liasing with the contractor and reported that this had commenced.
- 1365 Burford Lodge Recreation Ground Play Equipment - It was agreed to place an order for the new equipment. The Clerk reported that no funding would be given by WBC following the request for such funding by the Parish Council.
- 1367 Elstead Village Tennis Club – The matter associated with the additional courts and car parking was ongoing.
- 1382 Further to the previous report given by Mr Jones on the Woolfords Lane Cemetery, a number of suggestions were made. Members have visited the grounds and agreed the suggestions made. The works would be reviewed in

the next financial year. Mr Jones advised that he had undertaken a number of maintenance items for which the Parish Council were grateful.

- 1397 Mr Murphy confirmed that the works needed to FP64 & FP65 had been completed. Mr Murphy also pointed out that the bank however, was a long term problem. The matter was being reviewed ,but would take time to resolve with adjoining owners.
- 1402 Seat for bus stop - Approval for its siting has now been agreed with SCC and WBC and the order for the seat has been placed. Funding was yet to be confirmed from Cllr Harmer's budget.
- 1405 Neighbourhood Police Meeting – Mr Holmes approached PC Berridge to ask him to a Parish Council meeting, so that he could update Members on what was currently happening in the village and surrounding areas. It was hoped that he would attend the January 2008 meeting. It was also suggested that any concerns expressed should be given to him in advance.
- 1432 The CPRE have contacted the Parish Council about renewing its membership. The Parish Council, following a general debate, agreed at this point not to rejoin.
- 1444 Elstead (Thursley Road) Recreational Trust. Landscaping was awaiting completion by the Garden Club, who in turn was awaiting the delivery of the plants.
- 1446 Further to the request to introduce the provision of drop kerbs outside the doctors' surgery, it was agreed to contact Mr Hall of SCC Highways on the matter. No further action is needed on this item, as it was a matter to be requested by the surgery and not the Parish Council.
- 1450 Emergency Committee Meeting - Further to the emergency meeting held on the 28 September 2007, Mr Holmes reported that he had provided the Clerk with an updated schedule of possible clubs and organisations to be approached, so that a register could be held. It was also suggested that we contact The Reverend Lang who was involved with the Surrey Local Resilience Forum to see what was being reviewed by this group.
- 1451 Village Maintenance Handyman- Following the resignation of the previous handyman, an advert had been placed in the Village News - currently without success. This would be placed again next month, together with an advert in the Spar shop and Village notice boards.
- 1465 It was noted that the Moat sign still requires changing, as it does not say Elstead. Mr Holmes pointed out that this had been reported to Natural England and Mr Murphy confirmed that the wording would be changed in due course.

### **3.0 FINANCE COMMITTEE**

- 1466 The minutes of the Finance Committee held on the 19 November 2007 were agreed and the precept for 2008/09 was agreed in the sum of £25,365.00.

#### **4.0 TOWN/PARISH MEETING**

1467 Mr Holmes attended the meeting on behalf of the Parish Council and gave a general review of the items discussed, namely review of Planning Committee areas - Elstead is in central area; a presentation on the A3 tunnel construction ; finance within Waverley and the current savings that need to be found over the next three years; housing standards review and post offices closures in the area -approximately 4 post offices under review. Details will be published on the 29 January for consultation.

#### **5.0 AUDIT UPDATE**

1468 The Clerk reported that the external audit had now been completed and those items raised by the internal auditors had been agreed by the external audit. Members agreed the contents of the audit.

#### **6.0 BURFORD LODGE RECREATION GROUND FLOODLIGHTS**

1469 The floodlights were still an ongoing issue with the adjoining residents of Burford Lodge. A number of views have been made by Members and on balance it was felt that before any further resolution was made, the report from the WBC Environment Office should be considered, as they were now involved in the matter. It was further agreed that a separate report should be obtained on the installations from an independent specialist. The matter was ongoing.

#### **7.0 PLAY AREA THE CROFT**

1470 The Parish Council have been offered the play area at the Croft from Bewley Homes. After a review of the offer, the Parish Council on balance felt that it was unable to accept the area, as the costs and management were not practicable.

#### **8.0 SCC GRANT**

1471 The grant request to Cllr Harmer against his funding allocation has been agreed. When formally approved, an order would be placed for the additional item of play equipment.

#### **9.0 TRAFFIC MANAGEMENT ISSUES**

1472 Mr Terry reported that he had attended the recent SCC Highways meeting to consider the current proposed suggestions on the various traffic management items. The extra gates and speed limit locations were agreed. The request for 2 VASs in Milford Road and Thursley Road would be reviewed in the next financial year.

1473 Cllr Harmer reported that budgets within SCC have been reduced by Central Government and as such cuts would need to be reviewed across all areas of sectors.

## **10.0 REPORTS AND DOCUMENTS RECEIVED**

1474 The reports received were noted.

## **11.0 REPORTS, CONSULTATIONS AND REVIEW OF DOCUMENTS**

1475 The reports received were noted.

1476 Guildford Borough Council- Consultation on validation of planning Applications – Handed to Mr Jones

1477 Development framework-site allocations consultation. – Handed to Mr Terry

## **12.0 CORRESPONDENCE**

1478 Mr Holmes reported that he had received a letter in reply to the letter sent to the Chief Executive, SCC, on the recent foot and mouth epidemic. The response was positive and it was agreed that Parish Councils do have a role in emergency situations.

## **13.0 ACCOUNTS FOR PAYMENT**

1479 Accounts for payment:

The following accounts for December were passed for payment: £

* <b>C P Newman</b>	-	December salary WPC, Mileage photocopies, postage, meetings, burial	515.87
* <b>Mr D Holmes</b>	-	Chairman's allowance	84.00
* <b>R Stacey</b>	-	Burial and mason attendance	53.20
* <b>British Legion</b>	-	Remembrance Sunday	80.00
* <b>BDO Stoy Hayward</b>	-	Audit fee 2006/07	370.13
* <b>South East Water</b>	-	Burford Lodge Rec	124.09
* <b>Southern Electric</b>	-	Burford Lodge Rec	11.12
* <b>R D Baker</b>	-	Grounds maintenance	416.00
* <b>Wybone Ltd</b>	-	New seat	239.00
* <b>Smith's Charity</b>	-	Donations 30 @ £55.00	1,650.00

**14.0 MATTERS RAISED BY MEMBERS (FOR NOTING)**

1480 Members made a number of observations on matters contained within the body of the meeting.

**15.0 MATTERS RAISED BY PARISHIONERS**

1481 Parishioners made a number of observations on matters affecting Village maintenance. These have been incorporated within the body of the meeting.

1482 It was reported that a number of roofs have been stripped of lead by thieves. The Police are aware of the situation, but it was felt that little was being done.

**Meeting closed 21.25**

The following lists are added to at each Parish meeting, various items are withdrawn or included as the case may be, for clarification items omitted at this meeting are as follows:

Completed items	Withdrawn
193	
228	
303	
306	
307	

Category    0 – No further action   1 – Notification   2 – Outstanding   3 – In Progress    4 – Complete

**ELSTEAD PARISH COUNCIL**

**Village Maintenance – August 2007**

**Next Review: January 2008**

<b>Item</b>	<b>Location</b>	<b>Category</b>	<b>Description of works</b>	<b>Responsibility</b>	<b>Date Notified</b>	<b>Action</b>
180	Thursley Rd Rec	3	Repairs to railings	EPC	-	Order placed
191	Thursley Rd Recreation Grd	3	New bins requested. 4 no	EPC	12/06	Order placed
192	Thursley Rd Recreation Grd	1	Extra dog signs suggested 4 no required	EPC	12/06	Order placed
301	Burford Lodge entrance road	1	Drainage appears blocked by carpark	EPC	01/07	
309	Woolfords Cemetery	1	Various trees down and need removal Entrance road needs attention	EPC	03/07 05/07	
312	Numerous properties	1	Overgrown hedges	EPC	06/07	Write to owners
313	Burford recreation	1	Seesaw check fixings	EPC	07/07	Mr Holroyd to inspect
314	Burford recreation	1	Moles have returned	EPC	07/07	
316	Village greens	1	Tree has been vandalised	EPC	08/07	Mr Holmes to review
317	Woolfords Cemetery	1	Review fire break	EPC	10/07	
318	Woolfords Cemetery	1	Review island planting	EPC	10/07	
320	Thursley Rec play area	1	Fencing to check and repair, gate repair	EPC	11/07	

<b>Item</b>	<b>Location</b>	<b>Category</b>	<b>Description of works</b>	<b>Responsibility</b>	<b>Date Notified</b>	<b>Action</b>
208	Milford Rd Antique shop	1 1	Flooding adjacent to shop needs review Verge needs tidy up again since last time.	SCC/WBC	06/06 01/07	Mr Terry to review with WBC
210	Springfield Area	1	Drains need clearing again – may not be done awaiting review	SCC	12/05	Sent to Cllr Harmer

226	Sandford Corner, Thursley Rd, Stacey Farm Road	1	Manhole covers raised or gullies	Water Board	07/06	SCC
305	Timbers	1	Manhole dropped	SCC	03/07	
308	Farnham Road, Mill	1	Trees down in river	Natural England	03/07	
310	Guardian court	1	Rubbish bin missing	WBC	06/07	
318	Bollard outside Woolpack	1	Concrete bollard been knocked over	SCC	10/07 11/07	
319	Bloomfield	1	Grass needs cutting	SCC	10/07	
321	Upper springfield	1	Footpaths covered in moss	SCC	11/07	
322	All areas	1	Potholes	SCC	12/07	
323	Old cemetery	1	Bow broken across graves	WBC	12/07	
324	St James School	1	Seat outside School causing danger	School	12/07	
325	Thursley Road sub station	1	Dead Elms to be removed	SCC	12/07	

