

**A Council Meeting of the Elstead Parish Council
was held in the United Reformed Church Hall, Elstead
Monday 17 March 2008, commencing at 7.30pm**

Present: Messrs D Holmes (Chairman) P Murphy A Jones, M Jeffery
R Holroyd, R C Terry,
Cllr D Harmer SCC also attending 7 members of the public.

Apologies for absence: - Mrs S Place, Mrs A Thomas, Mr 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. Also, further trees need attention on Parish Council land and a contractor would be sought to carry out the required works in question: Thursley Road Recreation Ground – remove cherry tree, Burford Lodge Recreation Ground – scrub oaks to be thinned out, Village Green two beech trees, Woolfords Lane – review generally.
- 1232 Advertising posters in the village – Cllr Harmer advised that he was trying to get a policy in place through SCC to define advertising. It was hoped that delegation could be given to Parish Council to set its own policy on advertising. Currently on hold with SCC. It was reported that Mr Simon Hall of SCC was leaving and that the process would need to be re-evaluated.
- 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 reported that he had spoken to A J Tracy and they are currently awaiting their handyman to become available.
- 1365 Burford Lodge Recreation Ground Play Equipment – Awaiting installation and will be installed as soon as the weather permits.
- 1367 Elstead Village Tennis Club – The matter associated with the additional courts and car parking was ongoing. Works progressing well, the new gate and repairs to the existing fencing to the car park would be replaced in due course following completion of the tennis courts.
- 1402 Seat for bus stop – The order has been placed and is awaiting installation by A J Tracy.

- 1450 Emergency Committee Meeting - Further to the emergency meeting held in 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 noted that no further information would be obtained from Reverend Lang who was also involved with the Surrey Local Resilience Forum.
- 1501 Burford Lodge Recreation Ground Floodlights - The floodlights were still an ongoing issue. Mr Holmes reported that the residents have now been written to by WBC, with the football club also receiving a copy of the letter. A further report has been commissioned by the Parish Council to seek a resolution to the matter. Mr Jeffery reported that the columns had now been painted.
- 1515 It was suggested that local telephone numbers should be made more accessible i.e. SCC, police, street lighting etc. This would be put in the Village News.

4.0 VILLAGE LITTER BINS

- 1517 Mr Holmes met Mr Redmond of WBC to review the current number of litter bins in the village and to consider if they were correctly located. After a walk around it was established that Elstead had 15 bins. It was agreed that a new bin would be provided in Redhouse Lane and this would be provided by WBC. The recent bins installed by the Parish Council at Thursley Road Recreation Ground appeared to be of inadequate size and should be replaced and the new bins then installed outside of the fencing to facilitate emptying.

5.0 TRAFFIC MANAGEMENT ISSUES

- 1518 Further to the previous report given last month under item 1502, the matter was still ongoing and would be reviewed at the next Waverley Committee. Cllr Harmer also advised that when Mr Hall was ready, a further consultation would be of benefit to again review the current proposals. This was agreed.

6.0 BURFORD LODGE MANAGEMENT

- 1519 Mr Holmes prepared a schedule of issues that would be needed to be addressed with regard to general items or ongoing management objectives for the recreation ground. These were discussed and the comments were recorded on the schedule. It was further requested that the Tennis Club make good the damage caused by the ground works contractor when they installed the new courts. This was agreed and the matter would be raised with the Tennis Club to carry out the remedial works.

7.0 TOWN / PARISH MEETING

- 1520 Mr Holmes attended the meeting at WBC on the 3 March 2008 and a general review was given. The main topic of debate was that of Housing – The Big Debate - and the current scenarios within the Waverley area. A separate paper was given to those members present for information and comment. A general

debate ensued on the issues raised, such as infrastructure networks and how they would cope with the increased housing requirements and the areas of land that should be considered which could be developed. However, it was suggested that the paper did not provide sufficient information to provide a reasoned argument. A response would however be sent to WBC following the comments made by Members on the options given in due course.

8.0 NATIONAL PLANNING FORMS

- 1521 It was reported that the new planning application forms were on the WBC web site, which clearly require a lot more information relative to local issues. These forms would now come into place from April 2008.

9.0 ANNUAL PARISH MEETING

- 1522 The Annual Parish Meeting would be held on 21 April 2008. An item would be put in the Village News. No other special arrangements are required.

10.0 CLERKS CONTRACT

- 1523 Following last years audit review it was suggested that the Clerk should have a contract of employment over and above the original terms of reference. This has been suggested for taxation purposes. The current position is that the Clerk's role is that of self employed, as opposed to employed. The Clerk pointed out that he had raised this with a neighbouring Parish Council who had the same issue. When the situation was resolved, it could then be used by other Parish Councils. This would be monitored and brought back to members in due course.

11.0 SCC REPORT BY CLLR HARMER

- 1524 Cllr Harmer gave an update on the various issues currently outstanding. The main objectives at this stage is the working together of other District and County Council initiatives currently related to waste management. SCC budgets was also noted in that that two thirds of their budget went on Social services.

12.0 REVIEW OF VILLAGE MAINTENANCE

- 1525 A review of the outstanding village maintenance was undertaken, as noted on the attached sheets. Concerns have been raised on the lack of emptying of village rubbish bins. Mr Holmes would review with Paul Redmond at WBC.

13.0 RISK ASSESSMENT REVIEW

- 1526 The Clerk issued and updated risk assessment, which was reviewed and would also include the Village Green and Little Green. The schedule issued was agreed.

1527 Mr Jones agreed to prepare an assessment of the Village war memorial.

14.0 REPORTS AND DOCUMENTS RECEIVED

1528 The reports received were noted.

15.0 REPORTS, CONSULTATIONS AND REVIEW OF DOCUMENTS

1529 The reports received were noted.

16.0 ACCOUNTS FOR PAYMENT

1530 Accounts for payment:

The following accounts for March were passed for payment:		£
* C P Newman	- March salary WPC, mileage, Photocopies and postage	445.93
* Elstead United Reformed Church	- Hire of hall	37.50
* Zurich Municipal	- Annual insurance	129.86
* Southern Water	- Burford Lodge Rec water service	18.66

17.00 CORRESPONDENCE

1531 A request from Milford Pumas Youth Football Club to use the Burford Lodge recreation ground for matches has been requested. The Parish Council agreed the request. Cost and arrangements to be reviewed and agreed.

1532 Surrey Hills AONB Partnership Forum request for additional volunteers has been requested to sit on the management board. Mr Holmes agreed to stand.

18.0 PLANNING APPLICATIONS

1533 The following applications were reviewed:

WA08/0233 Erection of a replacement dwelling.
31/01/2008 land at Wood Corner, Lower Ham Lane Elstead
Easting : 491257 Northing : 143774

The Council have no objection

Mr Jones declared an interest in the application and took no part in the discussion.

WA08/0264 Erection of two storey rear extension following demolition
18/02/2008 of the existing conservatory.
 Redlynch, Red House Lane Elstead
 Easting : 490488 Northing : 142915

The Council have no objection

WA08/0363 Erection of an open-sided, pitched roof structure.
15/02/2008 The Woolpack, Milford Road, Elstead
 Easting : 490795 Northing : 143651

The Council have no objection

19.0 GROUNDS MAINTENANCE CONTRACT

1534 Tenders were sought for grounds maintenance contractors as referred to in Exempt A. The recommendation made to accept Active Grounds Maintenance Ltd's tender was agreed. It was also agreed to continue with RD Baker to cut the Thursley Road Recreation Ground.

20.0 MATTERS RAISED BY MEMBERS (FOR NOTING)

1535 It was suggested that the stone bench on the Church Green needed cleaning.

1536 A tree on the bridleway adjacent to Redhouse Lane had been cut down. This has been reported to SCC.

1537 Mr Holmes thanked Mr Jones for tidying up the Village Green recently.

21.0 MATTERS RAISED BY PARISHIONERS

1538 Concerns were raised that the bus service in the Village would not now be accepting bus tokens until after 10.15am. The current practice was 9.15am and this would cause great concern for OAPs. Cllr Harmer advised that the old scheme was funded by Government Policy, but this was now the responsibility of District Councils and the matter was debated by the Parish Council. Following this discussion it was noted in the press a few days later and confirmed by WBC that the existing system would now remain unchanged.

1539 Mr Maz Klaptocz of the football club wished to thank the Parish Council for allowing the training facility to continue, as this was proving a great benefit for the players. It was also noted that they were now top of the league, with the juniors winning the league, which was a great improvement. Improvements would be undertaken to the pitch at the end of the season by the football club.

1540 It was noted that fencing had been erected at the rear of Broomfield play area. It was suggested that WBC Housing be approached as this is held by them.

Meeting closed 22.05

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

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

ELSTEAD PARISH COUNCIL

Village Maintenance – January 2008

Next Review: June 2008

Item	Location	Category	Description of works	Responsibility	Date Notified	Action
180	Thursley Rd Rec	3	Repairs to railings	EPC	-	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 playarea	4	Gate repair	EPC	11/07	
328	Redhouse lane	1	Fencing and area needs tidy up		01/08	
329	Burford Rec	1	Provision of 2 bollards Ham Lane	EPC	01/08	

Item	Location	Category	Description of works	Responsibility	Date Notified	Action
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	
310	Guardian court	1	Rubbish bin missing	WBC	06/07	
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	Fence to be made good	WBC	02/08	
324	St James School	1	Seat outside School causing danger	School	12/07	Mrs Thomas to contact Mrs Tann
325	Thursley Road sub station	1	Dead Elms to be removed	SCC	12/07	
326	Seale Road	1	30mph sign missing	SCC	01/08	
327	Elstead Bridge	1	Bollard needs repair	SCC	01/08	
330	Springfield	1	Tyres dumped	WBC	01/08	
331	Hazelwood	1	Request for extra street light	SCC	01/08	Adjacent old peoples home
333	Hazelwood outside no 2	1	Dislodged kerbs	SCC	01/08	
334	Seale Road	3	Road repairs and signage	SCC	03/08	
335	Bollard back lane	1	Pushed over again	SCC	03/08	