

**A Council Meeting of the Elstead Parish Council
was held in the United Reformed Church Hall, Elstead
Monday 21 July 2008, commencing at 7.30pm**

Present: Messrs D Holmes (Chairman) A Jones, P Murphy, M Jeffery
R Holroyd, R C Terry, Mrs A Thomas, also Cllr D Harmer SCC,
and 3 members of the public.

Apologies for absence: - Mr B Morgan, Mrs S Place

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. Village Green –beech and oak trees, Thursley Tree Surgery would be asked to carry out the necessary works as agreed with Mr Holroyd previously. Woolfords Lane – the trees need to be reviewed at the bottom of the site, also dead wood to be removed. The oak tree on Church Green needs attention.
- 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 sets its own policy on advertising. Currently on hold with SCC.
- 1277 Burford Lodge Entrance - Surface water was coming off the Milford Road and flooding into the drives. Cllr Harmer would review this matter and other related issues in the Village as he was undertaking a site inspection within the next two weeks. He would also ask Mr Holmes and Mr Jeffery to attend. Outstanding.
- 1345 It was noted that the fencing at Thursley Road Recreation Ground was now complete, except for the extra post required due to the recent vandalism. New post was awaited. A J Tracy has this on order.
- 1367 Elstead Village Tennis Club – The matter associated with the additional courts and car parking was now complete. A separate discussion would now be held with the tennis club on the matter of extending the car park. The Parish Council are prepared to grant aid a percentage of this work, but any plans must be approved by the Parish Council. The repair to the grass, whilst undertaken, needs further works to make it satisfactory. The Clerk will contact the Tennis Club. Mr Holmes also went to the official opening of the new courts.
- 1450 Emergency Committee Meeting - Further to the emergency meeting held last year, 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. This still needs completing by the Clerk.

- 1517 Village Litter Bins – Regarding the replacement litter bins in the village, WBC have replaced the litter bin in Redhouse Lane. Three additional bins have been ordered to replace the existing bins at Thursley Recreation Ground. Awaiting installation by A J Tracy. It was also suggested that an additional litter bin be provided at Burford Lodge Recreation Ground.
- 1518 Traffic Management Issues - Further to the previous report given, the matter was still ongoing and would be reviewed at the next Waverley Committee. Cllr Harmer also advised that when Mr Hilder was ready to issue the traffic orders, a further consultation would be of benefit, to again review the current proposals. This was agreed.
- 1519 Burford Lodge Management - It was further requested that the Tennis Club make good the damage caused by the ground works contractor now that the courts have been completed. This was agreed and the matter has been raised with the Tennis Club to carry out the remedial works.
- 1535 The stone bench on the Church Green needed cleaning. It was agreed to have the bench cleaned and the order has been placed.
- 1536 A tree on the bridleway adjacent to Redhouse Lane had been cut down. This has been reported to SCC.
- 1570 With reference to the back land at Burford Lodge Recreation Ground, concerns were raised as the owners had not approached the Parish Council for approval to remove hedges and erect fencing. It was noted that they had erected a secondary fence on Parish Council land. They would be asked to remove this fence. It was also pointed out that the gate installed did not give them any rights of access.
- 1583 The parking associated with the school runs was again raised and the inconsiderate drivers who leave their cars in unsafe locations at drop off times. Mrs Thomas pointed out that the school was trying hard to improve the situation, but this was a difficult area to control. Mr Holmes has spoken to the Chairman of Governors to see what could be done. It was also agreed that Mr Holmes would talk to Mrs Tann again.

3.0 PLANNING MEETING

- 1584 The minutes of the planning meeting held on the 23 June 2008 following a minor adjustment were agreed.

4.0 BURFORD LODGE RECREATION GROUND FLOODLIGHTS.

1585 The meeting with Elstead Football Club has been set for 22 July 2008 to review the current issues as set out in the consultants report. The Parish Council's letter has also been delivered to all the affected residents in the vicinity of Burford Lodge to explain the current position. It was suggested that two residents should be asked to attend the next meeting to review the outcome of the meeting held on 22 July with the Football Club.

5.0 ALLOTMENTS

1586 Further to previous discussions regarding the provision of allotments and was this a requirement of the Parishioners that the Parish Council could explore, discussions have been held with WBC on the available areas of land in the village that could be used and a number of areas have been identified. It was agreed in principle to progress the matter on the land available. It was however noted that this could be a costly item in terms of clearing the land and laying on mains water. Further information to be provided on this matter.

6.0 REVIEW OF VILLAGE MAINTENANCE

1587 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. Members were also disappointed with the new grounds maintenance contractors and felt that the works undertaken were not of a good standard. They would also be asked to cut the Woolfords Lane Cemetery and the play area at Thursley Road Recreation ground.

7.0 TOWN/PARISH MEETING

1588 The meeting was attended by Mr Holmes, Mr Morgan and Mr Jones. A presentation was given by Mr J Hilder, SCC Highway Engineer, he also gave a list of new officers and their areas of responsibility. The next highway gang would be in Elstead again on 29 August. It was suggested that they carry out works to Burford Lodge recreation ground entrance and various vegetation over footpaths opposite Kingsmead Park. Cllr Harmer has this information. It was also brought to local council's attention to review local land available for extra housing. A letter was also issued on this matter and members are asked to review it. Mr Murphy declared an interest in this item and did not comment on the item.

8.0 GUARDIAN COURT REDEVELOPMENT

1589 Mr Holmes has received a letter from Anchor Trust, the owners of the sheltered accommodation. They advised that they were in the process of reviewing the life of the building and would be closing the home and rebuilding it to the latest standards. Concerns have been expressed at the move of the residents and how this would affect their wellbeing. Mr Holmes to circulate Anchor Trust's letter to all members. It was also agreed that Mr Holmes should write and express the Parish Councils concerns and perhaps the Trust could come and explain the position to the Parish Council. WBC are also aware of the issues and affordability of the new units to the residents, as clearly costs will rise.

9.0 ELSTEAD BRIDGE SIGNS

1590 A number of complaints have been received regarding the new signs erected by the Environment Agency; it was felt that they were too large and unnecessary. However, it was agreed that they needed to be notified in the case of an emergency. They would be approached to see if they could be relocated, as the current location was deemed a hazard and a distraction to road users.

10.0 WBC CLUSTER MEETING – LOCAL DEVELOPMENT FRAMEWORK

1591 Mr Holmes, Mr Morgan and Mr Jones attended the meeting. Mr Holmes gave a general update of the meeting held on 25 June 2008. It was attended by Elstead, Thursley, Hambleton, Witley and Peperharrow. The purpose of the meeting was to discuss Local Development Framework and the approach to delivering the housing needed in Waverley. The Government will be proposing changes to the current Structure Plan and the best estimate of dwellings to be built in Waverley each year is about 250. WBC has very little windfall land available for development. If WBC were to tighten controls in residential areas, then it is very likely that consideration would be given to releasing greenfield sites outside settlements, as there are few other options for delivering new housing. WBC will be issuing a guidance letter later this year. A Housing Land Availability Assessment is currently being prepared by Baler Associates.

11.0 SCC LOCAL COMMITTEE (WAVERLEY) TRANSPORTATION GROUP

1592 The Parish Council have been asked to nominate a Parish Councillor to attend any meeting of the group related to Elstead issues. Mr Holroyd would be asked to attend on behalf of the Parish Council.

12.0 AUDIT

- 1593 The Clerk reported that the internal audit had now been completed and it raised the following issues:
- i) the budget set should be reviewed quarterly and bank reconciliation also quarterly.
 - ii) the risk assessment should be undertaken by Members as well as the Clerk
 - iii) it was noted that the Fidelity has been increased to £75,000 as requested by the internal auditor.
 - iv) clerk's status as employed or self employed should be considered.
- The above points were noted and the Statement of Accounts and Statement of Assurance in the annual return were approved.

13.0 ELSTEAD TRAFFIC SCHEME

- 1594 Cllr Harmer gave a general update on the current situation with regard to the road management improvements that in fact had been cut by SCC. However, Cllr Harmer reported that additional funding had now been released by the Executive, which now meant that the works previously withdrawn could be reinstated subject to the current bidding round at SCC. Cllr Harmer would now restate the case for the improvement previously agreed, namely: speed limit reviews, gateways, road markings, vehicle activated signs to be included all as discussed previously with the SCC Local Highway Manager Mr Hilder.

14.0 NATIONAL PLAY DAY

- 1595 The Parish Council have been asked to support a new scheme being developed by WBC for play for young children. They have asked to use the Thursley Road Pavilion for 6 August 2008 and Mr Murphy confirmed that it was available.

15.0 REPORTS AND DOCUMENTS RECEIVED

- 1596 The reports received were noted.

16.0 REPORTS, CONSULTATIONS AND REVIEW OF DOCUMENTS

- 1597 The reports received were noted.
- 1598 SCAPTC – AGM noted as 12 July 2008. Mr Morgan and Mr Jones attended on behalf of the Parish Council. Mr Jones gave a brief review of the meeting. A presentation was given by the Deputy Chief Police Constable of Surrey on the related crime in Surrey and how this was being addressed in the area and across the border. Also, too much time was spent chasing targets and not doing policing.
- 1599 South East Regional Sustainability Framework – handed to Mr Jones who would pass it to Mr Morgan for information.

1600 Dunsfold New Settlement Application - it was noted that a number of issues have been raised on the application at the Town and Parish Council Briefing held on the 11 June 2008. A further report and technical briefing will be held again when WBC officers have been able to review and consider the points raised.

17.0 ACCOUNTS FOR PAYMENT

1601 Accounts for payment:

The following accounts for July were passed for payment: £

*	C P Newman	- Salary July, meeting, copies, mileage, burial	518.04
*	R Stacey	- Burial, masonry attendance	39.16
*	G N Baker	- Grounds maintenance Thursley Rec	288.00
*	Veolia	- Bin empty Burford Lodge Rec	49.35
*	Peter Hart	- New bollards Burford Recreation Ground	70.00
*	Broxap Ltd	- New bins	1,238.27
*	Elstead United Reformed Church	- Hire of Hall	53.00
*	R J Playgrounds	- Installation of play equipment	3,231.25
*	H C Patrick & Co	- Cleaning of seat Church Green	235.00
*	Zurich Insurance	- Increase in insurance for revised cover	121.80

18.0 CORRESPONDENCE

1602 An anonymous letter of complaint has been received regarding the recent village marathon tug of war competition and the events that occurred afterwards regarding drunken behaviour adjacent to Bridge House. Mrs Caroline Chandler has also written to Mr Holmes on the matter, as it would appear that the anonymous person had suggested that they were involved and this was clearly not the case. The letters were noted.

1603 A letter was also received regarding the item included in the Village News regarding facilities for teenagers. Whilst this was noted, it was suggested that the Parish Council should provide proper football practice lighting. With reference to the extra play facilities, it was suggested that extra car parking would need to be considered. Mr Holmes pointed out that the Parish Council are awaiting the results of the facilities for teenagers poll before any additional consideration would be given.

19.0 MATTERS RAISED BY MEMBERS (FOR NOTING)

1604 It was raised that following a request from the Village Hall Management Committee for additional funding, this would be reviewed in due course. An item would be included on the next agenda for debate.

1605 It was requested by Mrs Thomas that an item be included on the next agenda to discuss the provision of a pedestrian crossing in Milford Road.

20.0 MATTERS RAISED BY PARISHIONERS

1606 A number of maintenance items have been noted and are included on the village maintenance schedule. In response to the question on which member checks footpaths, Mr Murphy advised that he did and also reported matters as required.

21.0 PLANNING APPLICATION

1607 WA08/1201 Erection of extensions.
01/07/2008 Paulshott Cottage, Fulbrook Lane, Elstead
 Easting : 490487 Northing : 144351

The Parish Council have no objection

Mr Terry declared an interest in the application and took no part in the debate

1608 WA08/1217 Alterations to a dormer window
18/08/2008 Hunters Moon, Lower Ham Lane, Elstead
 Easting : 491326 Northing : 143762

The Parish Council have no objection.

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

Meeting closed 22.40

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 – July 2008

Next Review: November 2008

Item	Location	Category	Description of works	Responsibility	Date Notified	Action
301	Burford Lodge entrance road	1	Drainage appears blocked by carpark	EPC/SCC	01/07	
309	Woolfords Cemetery	1	Various trees down and need removal	EPC	03/07	
312	Numerous properties	1	Overgrown hedges	EPC	06/07	Write to owners
314	Burford recreation	1	Moles have returned	EPC	07/08	Returned again by tennis club
317	Woolfords Cemetery	1	Review fire break	EPC	10/07	
318	Woolfords Cemetery	1	Review island planting	EPC	10/07	
328	Redhouse lane	1	Fencing and area needs tidy up	Owners	01/08	
340	Burford rec, btm Hazelwood	1	Ditch needs clearing	EPC	07/08	

Item	Location	Category	Description of works	Responsibility	Date Notified	Action
226	Sandford Corner, Thursley Rd,	1	Manhole covers raised or gullies	Water Board	07/06	SCC
310	Guardian court	1	Rubbish bin missing	WBC	06/07	
323	Old cemetery	1	Fence to be made good Tree splitting	WBC WBC	02/08 06/08	
326	Seale Road	1	40mph sign missing	SCC	01/08	outstanding
337	Village green	1	Kerb dislodged	SCC	06/08	
338	Telephone Exchange	1	Remove vegetation	SCC	07/08	
339	Milford Road (May Cottage)	1	Ditto	SCC/Owner	07/08	
341	Broomfield entrance to green space between 11 & 13	1	Ditto	SCC/WBC	07/08	

