

**The Annual Parish Council Meeting of the Elstead Parish Council
was held in the United Reformed Church Hall, Elstead
Tuesday 26 May 2009, commencing at 7.30pm**

Present: Messrs D Holmes (Chairman) A Jones, M Jeffery P Murphy
R Holroyd, R C Terry, Mrs S Place, Mr B Morgan and 1 member
of the public

Apologies for absence: - Mrs A Thomas, Cllr D Harmer SCC.

1.0 ELECTION OF CHAIRMAN: It was resolved that Mr D Holmes be elected
Chairman.

2.0 ELECTION OF VICE CHAIRMAN: It was resolved that Mr R C Terry be
elected Vice Chairman.

Election of Committees: It was resolved that the following Committees be
elected, the Chairman and Vice Chairman being
on all committees ex-officio.

Emergency Committee: Mr D Holmes (Chairman), Messrs B Morgan
and Jones.

Planning Committee: Mr R C Terry (Chairman), Messrs M Jeffery,
R Holroyd and A Jones.

Finance Committee: Mr D Holmes (Chairman), Messrs R Holroyd,
R Terry, P Murphy, B Morgan

Election of Parish Council Representatives with Special Responsibilities

Woolfords Lane Cemetery	Mr A Jones
Recreation Grounds	
- Burford Lodge	Mr R Holroyd
- Thursley Road	Mr M Jeffery
Public Rights of Way	Mr P Murphy
Highways	Mr R Terry
Media Contact	Mr D Holmes
Elstead Village Publicity	Mrs S Place
Village Halls Representative	Mrs A Thomas
Thursley Road Pavilion Trust Committee (Parish Council Representative)	Mr R C Terry Mr M Jeffery

Mr D Holmes (to attend in the absence of the above)

SCAPTC Parish Council Representative	Mr A Jones
Playgrounds Committee	Mr P Murphy (Chairman) Mrs A Thomas Mrs S Place Mr M Jeffery
Allotments Committee	Mr P Murphy (Chairman) Mr B Morgan Mr M Jeffery Mr A Jones
Spring Clean Day Organiser	Vacancy
Smith's Charity Trustees	Mr D Holmes Mr R C Terry Mr M Jeffery Mr R Holroyd Mrs A Tann Dr R Bray Rev W Lang

3.0 MINUTES:

The minutes of the last meeting were agreed and signed.

4.0 MATTERS ARISING

- 1450 Emergency Committee Meeting –A number of clarifications to the plan would need to be approved by WBC. The Members are to receive a copy at the appropriate time. The Clerk would chase WBC on the next course of action required.
- 1706 It was noted that repairs are required to the bridge as damage has now occurred to both sides of it. This would be reported to Mr Fowler SCC.
- 1707 Flooding again was causing a problem at Hazelwood, as the ditch needs clearing. Mr Fowler, SCC, has been advised and Mr Jeffery has spoken to Mr Fowler. However, a response was still awaited from Mr Fowler. It was also felt the ditch belonged to WBC. Mr Fowler would also talk to WBC.
- 1711 Woolfords Lane Cemetery – Concerns have been raised that the current level of tree removal appeared untidy and that the stumps have been left in. Also, the area should be regraded and the seat that had been moved should be reset. It was agreed that a plan would be agreed with Mr Jones and move the works forward.

- 1713 Following the concerns expressed again at the flooding across JR's field, Mr Murphy pointed out that he had walked the adjacent Bridleway 69 and the culvert and stream were blocked. Mr Murphy also advised that he had met Mr Taylor, SCC, on site. With regard to the above, together with Bridleway 63, this also needed clearing which would help the water table level. The MOD would be approached to clear the ditch. A meeting was still to be arranged with regard to Bridleway 69 and this is to be pursued. It was also noted that the river walkways needed attention in relation to Springfield and West Hill bridleways. Mr Taylor is to review.
- 1724 It was suggested that the hedge entering Burford Lodge recreation ground was an issue and should be cut back; Mr Holmes advised that he had contacted Mr Flower, who agreed that this should be undertaken if so required. Mr Murphy also suggested that if SCC did not undertake the works, perhaps the Parish Council should. If the works were not achieved by the end of June the Parish Council would undertake it.
- 1730 Town and Parish Meeting held on 2 March. The areas covered included Community Safety, where a presentation was given by Surrey Fire and Rescue Services on the issue of information sharing in emergency situations. A report on the fire that occurred last year on the Heathlands had now been issued, a copy would be sent around to all members for information.
- 1731 Gateways to Village - The new gateways had been installed by SCC Highways. The speed limit signs and confirmation of the changes was still outstanding. Mr Holmes would contact Mr Hilder, SCC, to confirm when they would be installed and completed. Members were concerned that the gateways did not agree with the agreed design. The Clerk would send a copy of the agreed plans and details to members for information.
- 1751 Following the concerns with regard to the junction of Beacon View Road and Redhouse Lane, it was suggested that Mr Holmes and Mrs Thomas should meet Mr Hilder, SCC Highway Engineer, to see what could be done. A response was awaited from Mr Hilder on what could be achieved.

5.0 ALLOTMENTS

- 1755 Following a general debate on the points raised, the recommendations contained in the report following various amendments were proposed by Mr Holmes and seconded by Mr Morgan and were agreed by all those members present. An amended copy of the report is attached for the record with the changes in italics for ease of reference.

It was noted that the first general meeting of the association would be held on 3 June 2009 to agree the constitution and appoint its management team and move forward. It was questioned if the Parish Council could obtain any grants and it was pointed out that they couldn't. However, the new allotment association could apply for grants.

6.0 PARISH COUNCIL MEETING ADJOURNMENT TIME

- 1756 Concerns have been raised that the length of the Parish Council meetings has continued beyond a reasonable time of 22.00pm. After a general debate it was agreed that a review of outstanding business would be reviewed at 21.45pm to agree to continue or defer any item on the agenda to another specified time.

7.0 PLANNING MEETING

- 1757 The minutes of the meeting held on the 30 April 2009 were noted.
- 1758 The minutes of the above meeting contained an item, 3.01, which questioned the erection of a shed in a back garden at Broomfield, its apparent size and whether a planning application was required. Whilst it was pointed out that due to the revised planning laws this was not considered to be a planning issue, but as the property was held by the Housing Dept of WBC the matter would be raised by Mr Morgan to ascertain if the tenant had landlord's approval.

8.0 REVIEW OF VILLAGE MAINTENANCE

- 1759 The schedule of Village Maintenance was reviewed and the necessary adjustments made to the schedule.

9.0 REPORTS, CONSULTATIONS AND REVIEW OF DOCUMENTS

- 1760 The reports received were noted.
- 1761 Keep Guildford & WBC clean 2009 – Areas that need extra attention; it was suggested that Thursley Road could be included on the list.

10.0 ACCOUNTS FOR PAYMENT

- 1762 Accounts for payment:

The following accounts for May are presented for payment		£
*	C P Newman - Salary May, copies, mileage, meetings	526.09
*	Mr R Stacy - Burial	24.20
*	Southern Elect - Burford Pavilion	37.52
*	Active Grounds Maintenance – Grass cutting Burford Rec & Thursley Rec	1,911.88
*	South East Water - Water charges Burford Rec	112.63
*	PWLB – Loan payment	1,105.25

* **Daniel Ciran** – General maintenance 126.00

11.0 PLANNING APPLICATIONS

1763 The following application were considered as follows ;

WA09/0568 Erection of storage building following demolition of existing
16/04/2009 storage building
Pangs Lodge restaurant, 172 Thursday Road, Elstead
Easting : 490340 Northing : 143220

The Parish Council have no objection

WA09/0581 Erection of an extension and alterations
23/04/2009 Casilla, Lower Ham Lane, Elstead
Easting : 491206 Northing : 143782

The Parish Council object to the application on the grounds of overdevelopment of the site, it was also out of keeping with the area.

WA09/0664 Erection of extensions and alterations
11/05/2009 Garden Cottage, Charles Hill, Elstead
Easting : 489189 Northing : 144631

The Parish Council have no objection

WA09/0700 Retention of a replacement 1.8m high timber close-boarded fence
14/05/2009 Hankley Wood, Thursley Road, Elstead
Easting : 489743 Northing : 140936

The Parish Council have no objection

12.0 CORRESPONDENCE

1764 Mr Holmes reported that he had an e-mail from Mr Briggs of the Village Hall Committee and advised that they had achieved there targets for the pass year. They have two projects for the coming year namely replace of the flat roof area and the rebuilding of the hall wall. The AGM would be held on 16 June 2009 Mrs Thomas would be asked to attend.

13.0 MATTERS RAISED BY MEMBERS (FOR NOTING)

1765 Concerns have been raised at the current speed of traffic in Milford Road, it was suggested that the Police should undertake a speed check. This would be asked for.

1766 It was raised if a spring clean day would be undertaken. This would reviewed at the appropriate time.

- 1767 A request that the grounds maintenance contractor should cut the picnic area.
- 1768 It was raised if additional seating could be placed at Thursley Road Recreation ground. Mrs Place would review and suggest options.
- 1769 Mr Holmes gave a review of the Parish Council's objectives for the coming year as follows:
1. Complete allotments project
 2. Negotiate improved road safety measures in Milford Rd
 3. Complete tree work and landscaping at the Cemetery
 4. Carry out grass improvement treatment at Recreation Grounds
 5. Complete contract with Elstead Football Club to maintain and fund services at Burford Lodge Recreation Ground Pavilion
 6. Install more children's play equipment at Thursley Rd Rec

14.0 MATTERS RAISED BY PARISHIONERS

- 1770 A number of minor maintenance items have been noted and are included on the village maintenance schedule.
- 1771 Concerns are again expressed that the road sweeping in Thursley Road is not being undertaken. Mr Holmes advised that he has spoken to Mr Redmond at WBC for a review.

Meeting closed 22.03

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

Next Review: July 2009

Item	Location	Raised by	Description of works	Responsibility	Date Notified	Action
309	Woolfords Cemetery	AJ	Trees removed, Area needs general upkeep.	EPC	10/08 08/09	Order given, works almost complete
317	Woolfords Cemetery	AJ	Review fire break	EPC	10/08	
318	Woolfords Cemetery	AJ	Review island planting	EPC	10/07	
328	Redhouse lane	AT	Fencing and area needs tidy up	Owners	01/08	Mrs Thomas would talk to neighbours
354	Chaplin's building	Parishioner	Gutters blocked	EPC	05/09	

Item	Location	Raised by	Description of works	Responsibility	Date Notified	Action
323	Old cemetery	1	Tree splitting	WBC		
339	Milford Road (May Cottage)	1	Vegetation needs cutting back	SCC/Owner	07/08	outstanding
341	Broomfield entrance to green space between 11 & 13	1	Ditto	SCC/WBC	07/08	outstanding
346	Truxford Corner	1	General review of area, including flooding	SCC	09/08	<i>SCC aware and will be carried out in due course</i>
349	Honey Pot	1	Area subject to flooding	SCC	10/10	<i>Mr Jeffery would follow it up-outstanding</i>
350	Milford Road	1	Various areas subject to flooding	SCC	10/10	<i>Ditto</i>
353	Burford Rec Entrance	Parishioner	EVTC sign hedge needs cutting back	SCC	27/04	Awaiting SCC action