

**MINUTES OF THE  
ANNUAL GENERAL MEETING  
OF WEST END PARISH COUNCIL HELD AT THE SPORTS PAVILION ON**

**WEDNESDAY 25TH MAY 2016**

**Present:** Cllr G. Alleway, Cllr D. Elliott, Cllr D Gubbins, Cllr W. J. Medhurst, Cllr A Page (Chairman) , Cllr S. Prideaux Burns , Mrs. S. Price (Clerk for the Council)

**In Attendance:** Mrs D Doney, Ms C Farmer, Mr Farmer

Ms Farmer spoke regarding the problems on Bridleway 21 – Old House Lane, as previously mentioned in the minutes on 10<sup>th</sup> May.

**104/16 APOLOGIES FOR ABSENCE:** Cllr A. Dredge

**105/16 APPOINTMENT OF CHAIRMAN FOR THE ENSUING YEAR**

Cllr D. Elliott proposed Cllr A. Page seconded by Cllr W. Medhurst. Cllr A. Page, read out and then signed his declaration of acceptance of office, and was duly elected Chairman

**106/16 APPOINTMENT OF VICE CHAIRMAN FOR THE ENSUING YEAR**

Cllr D. Elliott proposed Cllr W. Medhurst seconded by Cllr D. Gubbins. Cllr Medhurst, signed his declaration of acceptance of office, was duly elected Vice Chairman

**107/16 APPOINTMENT OF REPRESENTATIVES AND SPOKESPERSON**

Chobham & West End Joint Burial Committee	Cllr Medhurst/Cllr Dredge
West End Tennis Club/Bowls Club	Cllr Elliott/Cllr Dredge
West End Football Club	Cllr Elliott
West End Village Society and VDS Statement	Cllr Alleway
Highway and Transport Matters	Cllr Prideaux-Burns
SHBC Local Committee Private Members	Cllr Alleway
Police/Police matters with PCSO	Cllr Gubbins
Environmental/Cultural issues	Cllr Page
Grounds maintenance matters	Cllr Medhurst/Cllr Elliott
Surrey ALC Ltd (up to two representatives)	Cllr Page/Cllr Alleway
Tringham Hall Management Committee	Cllr Page

<b>108/16</b>	<b>DECLARATION OF INTEREST</b>		
	No members declared any disclosable pecuniary interests or non-pecuniary interests in respect to matters being considered at this meeting.		
<b>109/16</b>	<b>To CONFIRM the Minutes of meeting held on</b> Tuesday 10 <sup>th</sup> May 2016		
	Confirmed and signed by Cllr A. Page		
<b>110/16</b>	<b>PLANNING MATTERS</b>		
	The following applications received prior to this meeting were <b>CONSIDERED</b>		
	<b>APPLICATION</b>	<b>DECISION</b>	
	Draft West End Village Design Statement	Noted	
16/0348	Land East of outfall cottages, Blackstroud Lane East, Lightwater	No objection	
16/0421	14 Blackstroud Lane West, Lightwater, GU18 5SP	No objection	
16/0378	10 Jenner Drive, GU24 9HU – Certificate of proposed development	No objection	
16/0438	6 Malthouse Lane, GU24 9JF	No objection	
16/0462	41 Acer Drive, GU24 9XJ	No objection	
16/0463	2 Fellow Green, GU24 9HS	No objection	
<b>111/16</b>	<b>HIGHWAY MATTERS</b> (outstanding)		
	<b>DISCUSSION</b>	<b>RESOLUTION</b>	
		<b>PERSON RESPONSIBLE DEADLINE</b>	
a.	Dangerous conditions on Bridleway 21 – Old House Lane. Cllr Page was aware of the problems on this Bridleway and as Surrey County Councillor made representation that he would not like to see the new licences passed. Cllr Page had also raised the issue with enforcement at Surrey Heath Borough Council.	It was agreed Cllr Page would follow up with Surrey County Council and Surrey Heath Borough Council.	Cllr Page
<b>112/16</b>	<b>RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORAL/COMMON LAND</b> (outstanding & new)		
	<b>DISCUSSION</b>	<b>RESOLUTION</b>	
		<b>PERSON RESPONSIBLE DEADLINE</b>	
a.	097/16(a) The plans for the proposed extension had been submitted to Surrey Heath Borough Council and neighbours were now being consulted.	Ongoing	
b.	097/16(b) Bowls Club Lease. The proposal for the parish council to continue leasing the play area at Rosewood Way was still to be discussed at an executive meeting. The parish council would be advised when it was being discussed.	Ongoing. It was resolved to wait to hear from executive meeting.	

<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
c. 097/16(c) A quote had been received for the recommended maintenance required following the legionella risk assessment. Most of the work required was an annual check and considerations regarding plumbing should be taken into account if the extension went ahead. The Clerk advised that many of the checks were being carried out in-house and details kept in a log book. A thermometer would have to be purchased to record water temperatures.	It was agreed to proceed with estimate from SMS Environmental.	Clerk – immediately
d. 097/16(d) UPVC windows at The Sports Pavilion. The Clerk was waiting for three quotes to be provided for the next meeting	Ongoing	

### **113/16 WATER COURSES (new)**

<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 098/16(a) Cllr Medhurst had been unable to locate an existing gully in the area of the car park which flooded. Cllr Medhurst had however established that only a gully would be required and would provide the Clerk with a specification which should be sent to T J Hunt & Nigel Jeffries and W J Medhurst.	It was resolved Cllr Medhurst would provide the specification and the Clerk would obtain quotes.	Cllr Medhurst/Clerk

### **114/16 FINANCIAL MATTERS**

- a. The payment of accounts to the value of £1106.30 was noted and agreed.
- b. The Clerk recommended moving the CIL and roundabout money into the NS & I savings account as these funds would not be used immediately and interest could be gained from the N S & I account. The Clerk advised of interest rates at Metro bank, and although two of them were better than NS & I the money could not be withdrawn immediately. The comparable account had a slightly lower interest rate. It was resolved that together with the CIL and roundabout money held in the current account, £30,000 from Santander Saver account should be moved to the NS & I together with the total amount in the BBRT account. The BBRT account would now be closed as the interest rate on this account was very low.

### **115/16 REPORT ANY DOCUMENTS AND PAPERS RECEIVED (outstanding and new)**

<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 100/16(a) Councillor email addresses. The Clerk had established that to purchase the domain name westendparishcouncil.co.uk for £0.99 would be for just one year. Subsequent years would then be £6.99 per year. If however email addresses were required the additional cost would be £1.49 per month for each 2GB mail box totalling £150.03 annually or £4.99 per month for each 25GB mail box totalling £486.03 annually.	It was agreed not to proceed with purchasing a domain name and separate email addresses for each councillor.	

<b>116/16 GENERAL</b> (outstanding & new)		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 101/16(a) Skate Park. The Clerk was still waiting for a copy of the presentation to forward to Corporate Property at Surrey Heath Borough Council.	Ongoing	
<b>117/16 ITEMS FOR THE NEXT AGENDA</b>		
a. Bin on Boldinghouse Lane green space		
<b>0118/16 EXCLUSION OF PRESS AND PUBLIC</b>		
Under the Public Bodies (Admission to Meetings) Act 1960 Section 1(2) – likely disclosure of exempt information the Press and Public were excluded from Part II of the meeting.		
There being no further business the Chairman closed the meeting at 21:05		
The next meeting will be on Tuesday 14 <sup>th</sup> June 2016		
Signed ..... Chairman Date .....		