

WEST END PARISH COUNCIL

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

TUESDAY 12TH JANUARY 2016

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

In Attendance: Mrs Y Simpson was in attendance and spoke about planning application 16/0006. As a resident of Old Acre who would be affected by the extension she expressed her objection to the application as the extension would be out of character with the other houses in the road and there would be loss of light on her property.

001/16 APOLOGIES FOR ABSENCE: Cllr D Gubbins

002/16 DECLARATION OF INTEREST

No members declared any disclosable pecuniary interests or non-pecuniary interests in respect to matters being considered at this meeting.

003/16 To CONFIRM the Minutes of meeting held on Tuesday 8th December 2015

Confirmed and signed by Cllr A Page

004/16 To CONFIRM the Minutes of the Extraordinary meeting held on Tuesday 15th December 2015

Confirmed and signed by Cllr A Page

005/16 PLANNING MATTERS

The following applications received prior to this meeting were **CONSIDERED**

APPLICATION	DECISION
15/1031 16 Fennscombe Court, GU24 9NB	No objection
15/1057 2 Fellow Green Road, GU24 9HS	No objection
15/1058 2 Fellow Green Road, GU24 9HS	No objection
15/1062 Reserved Matters – Princess Royal Barracks, Brunswick Road, Deepcut, GU16 6RN	No comment
15/1077 38 Streets Heath, GU24 9JT	No objection

APPLICATION		DECISION
16/0006	15 Old Acre, GU24 9JT	Objection out of character and nature with existing street scene
15/0890	1 Sundew Close, Lightwater, GU18 5SG	No objection
15/1083	Lavender Cottage, Fairfield Lane, GU24 9QX	No objection
15/1125	3 Malthouse Lane, GU24 9JF	Objection as the size, siting and design would represent an unneighbourly form of development, detrimental to the amenities of the occupiers of adjoining residential property, particularly by reason of the overbearing effect
15/1132	51 Birch Lane, GU24 9QA	No objection
15/1134	39 Kings Road, GU24 9LW	No objection

006/16 HIGHWAY MATTERS (outstanding and new)

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 230/15(a) Roundabout Sponsorship. The sponsorship agreements had been signed and returned by the sponsors.	Cllr Page signed the agreements on behalf of the Parish Council.	
b. 230/15 (b) Local Highways had responded regarding the diversion of HGV traffic through West End. The parish council had requested a change to the route to avoid West End. Local Highways could not justify installing signage to encourage HGV traffic to use alternative routes, for reasons given in the response letter.	Noted no further action	
c. 230/15(c) An objection had been sent to VOSA regarding the licence application by Newtons Coaches to operate an additional 15 coaches from The Timber Yard. A letter had also been sent to Jenny Rickard at Surrey Heath Borough Council, regarding the alleged breaches in planning conditions with access to and from the site out of agreed hours. Receipt of the letter had been acknowledged and the issue raised was being looked into.	Ongoing	
d. Cllr Dredge asked the parish council to consider whether there were any safety issues with the line of trees on Gordons roundabout following the fatal accident at the end of December. The Clerk advised the trees had not been the cause of the accident and that on speaking with the police the roundabout was not considered to be a hotspot for accidents.	It was agreed no further action to be taken.	

007/16 RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORAL/COMMON LAND (outstanding & new)

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 231/15(a) Pavilion alterations to include outside toilet, additional storage and improved shower facilities. An initial plan had been received. Cllr Dredge raised some questions regarding drainage and design.	It was agreed the Clerk would address the queries with the architect and report back at the next meeting.	Clerk – 27.1.16
b. 231/15(b) The pulley under the seat on the cableway had now been replaced.	Noted no further action	

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
c. 231/15(c) Authority had been given by the Historic Buildings Officer at Surrey Heath Borough Council, for the maintenance work, detailed in the quote from Cliveden Conservation, to go ahead. This would begin week commencing 18 th January and should take about 3 days.	Noted	
d. 239/15(a & b) Bowls Club Lease. Surrey Heath Borough Council had been advised that the parish council would prefer to exclude the car park from the new lease. They had also been advised that the parish council was in agreement for a separate direct lease to be taken out between the Bowls Club and Surrey Heath Borough Council for the Bowls Club area. The Clerk would be having further discussions with Borough Council regarding the way forward with the parish council lease.	Ongoing	
e. 231/15(e) Tennis Court Spotlight. A quote had been received for an additional PIR light directed on the footpath across the ditch by the tennis courts.	It was resolved to proceed with the quote for £190	Clerk - immediately
f. The condition of the door in the small room leading out onto the fire exit corridor was discussed. It had been badly damaged at the bottom on both sides.	It was agreed to replace the door with a more solid door version.	Clerk - immediately

008/16 WATER COURSES (outstanding & new)

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 232/15(a) Ditch on Church Road. A letter had been sent to the Flood Risk & Network Resilience team at Surrey Highways in response to their letter. As previously advised Highways had been out to investigate the ditch further and had dug back as far as they could go. There was no evidence of an outflow. This investigation was not in response to the letter sent. The Clerk had also asked if the plans of the drainage prior to the road alterations were available. She was advised that if there were any plans they would be at the Merrow Depot.	It was agreed to wait for a response from the resilience team.	
b. 232/15(b) Windlesham Road ditch and overflowing water from golf club car park. Photographic evidence of this problem had not been captured therefore the problem had not been reported on the online system. Local Highways had however been made aware of the problem.	No further action until problem occurred again.	

009/16 FINANCIAL MATTERS

a. The payment of accounts to the value of £4568.96 as noted and agreed.
b. The bank balance for December was noted
c. The petty cash statement for December was noted.
d. 233/15(d) The precept 2016/17 was discussed further following the changes made from the last meeting. It was agreed councilor allowances would not increase. A precept of £84076 was agreed

010/16 REPORT ANY DOCUMENTS AND PAPERS RECEIVED (outstanding and new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a) 234/15(a) Change to audit procurement. The Clerk had spoken with SSALC who again advised that it was unlikely costs would not be confirmed by NALC (National Association of Local Councils) until the number of councils opting in was known. The deadline was 31 st January, although it was thought this may be extended. If the parish council did not opt out they would be automatically opted in. Approximately 75% - 80% of councils had already opted in. SSALC understood why some councils' could not make a decision as it was not an informed decision, however if the parish council procured externally they would have to set up a panel for audit, based on certain criteria, which in its own right would cost a large amount. SSALC had contacted NALC to get an estimation of cost and although not confirmed there was a possibility this would be sent through before the deadline.	It was resolved to opt in unless adverse information received to the contrary before the next meeting.	
b) Cllr Page advised that Surrey County Council had requested the identification of further cycle routes within Surrey Heath	Noted	
c) A request had been made regarding the continuation of grass cutting of the graveyard, and if the parish council was able to support this for the coming year. As per pervious decision and advice from SSLAC this may be covered by the Open Spaces Legislation Act as the graveyard was open for anyone to walk around.	It was agreed to continue with support but for the cost not to exceed £1125 + vat.	Clerk – immediately
011/16 GENERAL (outstanding & new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 235/15(a) Skate Park. The Clerk had been in contact with the Skate Park group, who thought that the parish council was applying for planning permission. The Clerk clarified that further information was required before planning permission could be sought. Offers of help had also been received from residents and the group advised of this. The Clerk had requested an update.	It was agreed to keep this item on minutes for three months pending further updates.	
b. Cllr Dredge had been approached by a resident who was unhappy with the disabled access onto the forecourt of the BP Garage.	It was resolved that the parish council did not have the power to request BP to make changes to the forecourt therefore Cllr Dredge agreed to help the resident write a letter himself.	

012/16 ITEMS FOR THE NEXT AGENDA

- a. Ditch Clearance
- b. Damaged drain on recreation ground

There being no further business the Chairman closed the meeting at 9:50

The date of the next meeting will be Wednesday 27th January 2016

Signed Chairman Date