

WEST END PARISH COUNCIL

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

WEDNESDAY 25th NOVEMBER 2015

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

In Attendance:

214/15 APOLOGIES FOR ABSENCE: Cllr D. Gubbins, Cllr D. Elliott

215/15 DECLARATION OF INTEREST

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

216/15 To CONFIRM the Minutes of meeting held on Tuesday 10th November 2015

Confirmed and signed by Cllr A Page

217/15 PLANNING MATTERS

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

APPLICATION	DECISION
15/0920 11 Benner Lane, GU24 9JQ	No objection. For the minutes Cllr Alleway objected due to loss of a bungalow.

218/15 HIGHWAY MATTERS (new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 207/15(a) Three bids for roundabout sponsorship had been received. Two for Fellow Green and one for Gordons. West End Garage bid £1540, Stonetraders UK Ltd £2511. The minimum bid was not received for Gordons Roundabout and the amount offered was £500 from The Inn @ West End which was less than the cost of the roundabout management	It was resolved to proceed with Stonetraders UK Ltd on Fellow Green Roundabout. It was agreed to write to West End Garage to offer the opportunity of sponsoring Gordons Roundabout for the bid given on Fellow Green. It was also resolved to amend the agreement to state that the parish council was responsible for installing any replacement signs during the contract period but the sponsor was responsible for cost of producing the signs unless it was due to damage.	Clerk - immediately
b. 207/15(b) The overgrown hedge on Lucas Green Road An email had been received from Highways on 12 th November confirming that the resident would cut the hedge within 14 days, subject to rain delays. One of the hedges had been cut back and also the height reduced dramatically allowing for better vision around the bends.	Item resolved. No further action.	
c. A322 Diversion signs through West End for HGV's to avoid Chobham. This was due to the bridge weight restrictions. Cllr Alleway was concerned about the increase of traffic through West End as a result of these signs. He suggested considering signs on the M3 and A322 on other side of roundabout to divert along M3/M25 to Woking and A331/A3 to Guildford.	It was agreed to write to Local Highways and copy Cllr Goodman suggesting alternative diversions as per discussion. Also to enquire as to when the upgrade to Chobham bridge would be complete to allow all vehicular access.	Clerk – immediately
219/15 RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORAL/COMMON LAND (outstanding & new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 208/15(a) Pavilion alterations to include outside toilet, additional storage and improved shower facilities. The Clerk was waiting for the architect to send the plans.	Ongoing	
b. 208/15(b) Pulley under the seat on the cableway. SMP/HAGS. SMP/HAGS had confirmed that a new chain was being supplied.	Ongoing	
c. 208/15(c) The lettering on one side of the War Memorial and the dedication at the base were badly worn. The Clerk had contacted Cliveden Conservation and was expecting a site visit on 3 rd December.	Ongoing	

219/15 RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORAL/COMMON LAND (outstanding & new)		
d. 208/15(d) Bowls Club Lease. The solicitor, acting for the parish council, had received a deed of surrender agreement from SHBC and draft lease but advised costs would change as the surrender agreement was not agreed in the original price. The original price estimated at £1000 was to deal with the Lease between parish council and SHBC and the Sub-Lease to the Bowls Club. The new estimated cost would be £1500 for all three matters. The Bowls Club was concerned regarding the lease plan supplied with the draft lease, and recommended using the plan supplied dated 24/10/15 named Proposed Extension to Club House. The draft lease had been distributed prior to the meeting and comments requested. The Clerk had highlighted some points which needed correcting.	It was resolved the Clerk would send the revisions to the solicitor together with the more accurate plan. The additional cost totalling £1500 for the three matters was agreed.	Clerk – immediately
e. Westside – erosion of grassed area. A complaint had been received from a resident of Westside regarding the inconsiderate use of the road, which had caused damage to the grassed area. A new sign road name sign had recently been installed and the damage was edging towards this. The residents wanted to ensure this area was kept in a good condition and requested that some bollards be placed here to prevent reversing/driving off road.	It was resolved the parish council would install some posts where the original grass verge met the road.	Clerk/Handyman
f. The football arrangements were due to be reviewed/renewed in January 2016. The Clerk recommended inserting a clause regarding the playing season and asked whether this should tie in with the details in the maintenance contract which stated ‘the playing season shall commence on the third Saturday in September and continue until the third Sunday in April, unless otherwise instructed by the Clerk of the council.	It was resolved one amendment would be made to the agreement stating ‘playing season including friendly matches to start 1 st weekend in September or otherwise instructed by the Clerk’	Clerk – immediately
g. Leaf blower usage. The parish council had recently invested in a leaf blower to save time clearing the leaves during the winter. Cllr Dredge had asked whether the Tringham Hall entrance area and car park could also be covered.	It was agreed the handyman would remove leaves from car park entrance and Tringham Hall entrance.	Handyman

220/15 WATER COURSES (outstanding & new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 209/15(a) Ditch on Church Road. A copy of an email response from Surrey Highways Strategic Network Resilience department sent to the Church had been received by the Clerk. It stated that the ditch flowed South and did not connect with the Highway at Church Road and that the overflowing problem in the ditch was not contributing to the Church damp problems. Cllr Medhurst disagreed that the ditch flowed South as the lay of the land was towards the North. The ditch had been cleared by the parish council last year, however SCC had said as a gesture of goodwill they would clear in the spring 2016. Cllr Medhurst did not believe this would resolve the problem. The parish council had tried to resolve the problem for nearly 2 years and was still concerned about the ditch overflowing in the winter and turning to ice on the road in cold conditions.	It was resolved to write a letter to all departments and to copy in the Church detailing what the issues had been.	Clerk – immediately
b. Windlesham Road ditch. Cllr Alleway had noticed that excess water from the car park of the Windermere Golf club was running onto the road and not going into the ditches. The Clerk had already expedited this and asked Local Highways to investigate as they had power to contact the land owner.	It was resolved to wait to hear from highways, but also obtain photographic evidence of the problem and send with a report.	Clerk – when applicable
221/15 FINANCIAL MATTERS		
a. The payment of accounts to the value of £2453.64 as noted and agreed.		
222/15 REPORT ANY DOCUMENTS AND PAPERS RECEIVED (outstanding and new) There were no outstanding or new matters to be discussed		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 211/15(a) SSALC Surrey Police meeting. The SALC meeting with Assistant Chief Constable, Gavin Stephens had taken place and the response to the parish council question regarding fly tipping was to see the latest initiative taken by Elmbridge Borough Council. £500 rewards were given for information on illegal fly tipping.	Noted	
b. Information had been received from SHBC regarding licensing policy statement & cumulative impact policy. A consultation document was available online and any comments should be submitted by Friday 18 th December 2015.	It was agreed to put on this on the parish council website.	

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
c. A letter had been received from the office of the Police and Crime Commissioner for Surrey detailing the partnership project called 'Respect & Remember'. The project was being run for 4 years to commemorate World War I. Those who had committed crimes and were part of the Community Sentencing/Community Payback Scheme would work to improve Memorial Gardens, Memorial Halls and Commemorative seating areas. Did the parish council have any work which would fit into this project	It was agreed there was no work at this time and the item was noted.	
d. The future of audit procurement would be changing in 2017/18. Parish councils would be able to choose to have an auditor appointed to them by a new 'sector-led body' or they could decide to procure their own. The parish council needed to inform NALC by 31 st January 2016 whether they wished to opt out of an auditor being appointed for them.	It was resolved to find out more information regarding costs and fees.	Clerk – immediately

223/15 GENERAL (outstanding & new)

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 212/15(a) Skate Park. The Clerk was still waiting for information from SHBC with regards to the process to obtain permission to use the land at Rosewood Way. Also awaiting feedback from the proposers of the Skatepark regarding a petition and any other progress.	Ongoing	

224/15 ITEMS FOR THE NEXT AGENDA

a) Spotlight by tennis courts		
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225/15 EXCLUSION OF PRESS AND PUBLIC
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 21:30

The date of the next meeting will be Tuesday 8th December

Signed Chairman Date