

WEST END PARISH COUNCIL

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

WEDNESDAY 27TH JANUARY 2016

Present: Cllr G. Alleway, Cllr A. Dredge, Cllr D. Elliott, Cllr D. Gubbins, Cllr W. J. Medhurst (arrived at 20:30 at item 018/16a) Cllr A Page (Chairman), Cllr S. Prideaux Burns, Mrs. S. Price (Clerk for the Council).

In Attendance: Bridget Elliott observing for voyager award challenge with the Trefoil Guild

013/16 APOLOGIES FOR ABSENCE:

014/16 DECLARATION OF INTEREST

Cllr Medhurst declared a pecuniary interest in minute no. 019/16(c). No other members declared any disclosable pecuniary interests or non-pecuniary interests in respect to matters being considered at this meeting.

015/16 To CONFIRM the Minutes of meeting held on Tuesday 12th January 2016

Confirmed and signed by Cllr A Page

016/16 PLANNING MATTERS

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

APPLICATION	DECISION
15/1056 54 Commonfields, GU24 9JA	No objection

017/16 HIGHWAY MATTERS (new)

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 006/16(c) A response had not yet been received from Jenny Rickard at Surrey Heath Borough Council, regarding the alleged breaches in planning conditions concerning access to and from the Timber Yard out of agreed hours.	Ongoing	

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
b. The latest VOSA vehicle operator licence publication for new applications, dated 21/1/16, showed three applications for operators at the Timber Yard. The deadline for any objection was 11/2/16.	It was resolved to write to VOSA with an objection to all three applications based on the unsuitability of the road for additional vehicles.	
018/16 RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORAL/COMMON LAND (outstanding & new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 007/16(a) The queries raised on the initial plan for the pavilion extension had been discussed with the architect. The disabled toilet met with the requirements, including the door size. The referee's door was also the same size to give a better aesthetic feel to the front of the building. The other query re windows could be amended according to the parish councils preference. The electrics would be moved to another wall and the building line did not pose a problem to the current drainage. Cllr Dredge was concerned about loss of car parking space.	It was agreed for the plans to be drawn up ready to submit to planning. Cllr Dredge also requested a site plan to show to Tringham Hall Committee for review.	Clerk – immediately
b. 007/16(d) Bowls Club Lease. The Clerk had met with property, leisure and legal representatives at Surrey Heath Borough Council, to discuss the way forward with the leases. A rental figure had been confirmed of £1,150 p.a. for the play area and £3,450 p.a. for the car park. Although the parish council had already agreed to not lease the car park, Surrey Heath Borough Council wanted to make sure the parish council was aware that if it went back to them they may charge a percentage of repairs back to the parish council. It had been confirmed that if the parish council no longer wanted to lease these areas they would fall back under the management of Surrey Heath Borough Council as the land owner.	With the new information it was again resolved not lease the car park. The parish council agreed to challenge the rental figure on the play area by writing to the portfolio holders for corporate property and greenspace.	Clerk – immediately
c. As per the previous playground report, the Clerk was obtaining quotes for the repair to the wet pour.	Ongoing	
d. The quarterly playground report from ARD was discussed. The Clerk confirmed the low priorities had been addressed. The high priorities were being dealt with in the item above.	Noted	
019/16 WATER COURSES (outstanding & new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 008/16(a) Ditch on Church Road. A response had not been received from the Flood Risk & Network Resilience team following the letter sent in December. A request for drainage plans had been made.	Ongoing. The Clerk would follow up prior to the next meeting	Clerk – 9.2.16

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
b. There had been damage to a land drain on the recreation ground, between the manhole near the tennis courts and the pond. Some initial cleaning had been carried out, via Cllr Medhurst and roots were the problem. It was recommended that this drain needed to be replaced. The Clerk had sent out tenders to be returned by 9 th February.	Ongoing	
c. The parish ditches required a leaf clearance, prior to the bi-annual one due next year. Tenders had been received.	It was resolved to proceed with Norris & Gardiner for £2343.78	Clerk – immediately
020/16 FINANCIAL MATTERS		
a. The payment of accounts to the value of £3677.09 was noted and agreed.		
b. The budgets for 2016/17 were altered due to additional costs now falling in 2015/16, including ditch leaf clearance , work to the War Memorial and higher than expected costs for the election. The election cost was however being queried.. This affected the final bank balance for year ending 2016 and therefore impacted on the budgets. The precept would remain the same but the capital budget would be reduced. It was resolved to accept the new budgets.		
021/16 REPORT ANY DOCUMENTS AND PAPERS RECEIVED (outstanding and new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a) 010/16(a) Change to audit procurement. The deadline to opt out of the ‘sector-led body’ which would appoint external auditors had been extended to 31st March 2016, however further information had been received with regard to fee structures. The fee would not exceed £400 which was the same cost of the audit this year.	As per the previous resolution on this item, this was not adverse information therefore the parish council agreed to opt into the arrangement.	Clerk – immediately
b) Information had been received from the Gatwick Area Conservation Campaign asking if the parish council would support their cause.	Noted no further action	
c) The football arrangement from West End Football Club had been received however the Clerk recommended delaying signing the arrangement because Cougars were querying a point about line marking. The Clerk was advised that arrangements re line marking had changed between the clubs and this was currently not reflected in the agreements.	It was agreed to move this item to the next meeting	
022/16 GENERAL (outstanding & new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 011/16(a) Skate Park. No further update had been received from the skate park group	It was agreed to keep this item on minutes for three months pending further updates.	12.4.16

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
b. Information had been received regarding beacon lighting to celebrate the Queens 90 th birthday. This would take place on Thursday 21 st April. There were three beacon options, one of them being a bonfire.	It was resolved to be involved in these celebrations by lighting a bonfire and holding a village bbq prior to the lighting. An area on the recreation ground, off of the football pitches would have to be decided.	Parish Clerk to co-ordinate
c. The Clerk had obtained information regarding a campaign called 'Clean for the Queen'. This campaign aimed to encourage the biggest clean-up of the country from March 4 th – 6 th . Holy Trinity School Eco Warriors had also separately contacted the Clerk to find out if the parish council was getting involved. They were also going to contact other groups within the village including the Scouts and Guides.	It was agreed to be involved in the clean for the queen. The Clerk would put a plan together and co-ordinate with the school	Clerk

23/15 ITEMS FOR THE NEXT AGENDA

- a. Roundabout sponsorship – highways investment

There being no further business the Chairman closed the meeting at 9:10

The date of the next meeting will be Tuesday 9th February 2016

Signed Chairman Date