

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

### WEDNESDAY 25TH FEBRUARY 2015

Present: Cllr D. Elliott, Cllr A Dredge, Cllr D Gubbins, Cllr A. Page arrived at 20:30 at the end of planning matters , Cllr I Roth, Mrs. S. Price (Clerk for the Council)

In Attendance: Mrs Diane Doney, Mr David Eaton, Mr John Ridd

Mr Eaton attended the meeting to discuss item 047/15(c) - the condition of Lucas Green Road in icy conditions. Mr Eaton provided photos to show the extent of the problem and asked the parish council to help put pressure on Surrey County Council to resolve the issue.

Mr Ridd attended the meeting to discuss item 047/15(d) - West End Garage and off-site parking. Mr Ridd advised that since the redevelopment of West End Garage a number of employee cars were being parked on Fellow Green Road, causing a problem for residents in entering and exiting their properties and also causing a problem with delivery vehicles. Mr Ridd was aware that this was a public highway with no parking restrictions, however wished to make representation via the parish council for West End Garage to consider the residents of West End. In the past a temporary improvement had been seen when residents complained to the garage.

**038/15 APOLOGIES FOR ABSENCE:** Cllr G Alleway, Cllr J. Medhurst

**039/15 DECLARATION OF INTEREST** No members declared any disclosable pecuniary interests or non-pecuniary interests in respect to matters being considered at this meeting.

**040/15 To CONFIRM the Minutes of the meeting held on** Tuesday 10th February 2015

Confirmed and signed by Cllr D Gubbins

**041/15 PLANNING MATTERS**

The following applications received prior to this meeting were **CONSIDERED** together with outstanding and new planning matters

APPLICATION		DECISION
15/0099	Rose Cottage, 25 High Street, GU24 9PL	No objection
15/0112	20 Birch Lane, GU24 9QD	No objection subject to redesign of roof to hip roof

APPLICATION		DECISION
15/0104	9 Benner Lane, GU24 9JQ	No objection
14/1126	3 Birch Lane, GU24 9QB	Objection due to severe over-development, loss of a small dwelling and impact on street scene.
14/0170	It was noted that Green Hedges, Brentmoor Road, was currently being built approximately 4 metres in front of the building line originally approved under the planning permission. The Clerk had already contacted Surrey Heath Borough Council building control to inform them of the problem but an acknowledgement had not been received.	It was resolved that the Clerk would contact building control again to ensure that the information had been received.

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 028/15(a) Neighbourhood Plan. The Clerk had made contact with Locality but they were unable to confirm whether a meeting with Tony Burton would be possible until the new programme had been launched. The Clerk was advised that this information would be available on the 'My Community Rights' website on 2nd March. Regarding the cost of a planner, to estimate the total cost would be difficult as the time spent by a planner was dependent on the detail/input required. As an indication it was recommended to budget a day rate of £350 plus VAT and expenses. This would be charged on a time-spent basis; therefore if time wasn't used then it would not be paid for.	It was agreed the Clerk would try and arrange a meeting with Locality once the new programme had been launched.	Clerk – 2.3.15

**042/15 HIGHWAY MATTERS** (outstanding & new)

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 029/15(a) Reversing traffic on the bend of Lucas Green Road. A feasibility and traffic survey had been carried out. A report was anticipated the first week of March.	Ongoing	Cllr Page
b. 029/15(b) The Clerk had received confirmation from WEVS that they did not hold public liability insurance. If work was to be carried out to create a new footpath at Hookstone the parish council would have to write its own risk assessment.	It was resolved that the Clerk and Cllr Page would carry out a risk assessment.	Cllr Page/Clerk – 25.3.15
c. Gordons Roundabout planting scheme. The Clerk and Cllr Alleway had met with Nigel Jefferies to discuss planting options at the Gordons Roundabout. A landscape designer would have to be used to redesign, however a more basic option would be to thin out the trees and put some borders on the longer two sides. Consideration should be given to maintenance. Cllr Elliott mentioned he knew a landscape designer.	It was agreed that Cllr Elliott would speak to the landscape designer and arrange a meeting with The Clerk, Cllr Elliot and Cllr Alleway if available	Cllr Elliott – 10.3.15

**043/15 POLICE MATTERS** (outstanding & new)

a. The minutes of the January Police parish liaison meeting minutes were discussed.	Noted	
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<b>044/15 RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORAL/COMMON LAND</b> (outstanding & new)		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 031/15(a) Benner Lane Playground Project. There had been further delays to the completion of the project due to the weather. The estimated completion was next week. The fitness equipment was now installed and had been in use every day. Many positive comments had been received from members of the public and via the Parish Council Facebook page.	Noted	
b. 031/15(d) Slippery and dangerous bridges and styles in West End . As per the last meeting Surrey County Council would inspect the outstanding issues.	Ongoing	
c. 031/15(e) Terry had fixed the problems with the gates at Benner Lane and Rosewood Way and they were now closing properly. The gates would be monitored to ensure they continued closing.	Noted	
d. Bowls Club Lease. New heads of agreement based on the bowls club extension option E had been drawn up by Surrey Heath Borough Council. If the parish council was to remain as the direct tenant the parish council would need to confirm heads of terms on the sublease with the bowling club. Ground rent would be charged on the extension and then for the whole premises from 1/3/19. Surrey Heath Borough Council had suggested a meeting should be held between all parties involved.	Cllr Dredge agreed to attend the meeting and the Clerk would arrange this with Borough Council and the Bowls Club	Clerk – immediately
<b>045/15 WATER COURSES</b> (outstanding & new)		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 032/15(a) Ditch on Church Road. A plan of the drainage system had been provided by Surrey County Council however it was not detailed enough. The Clerk had left a message for Surrey County Council to call and discuss further.	It was agreed the Clerk would bring an update to the next meeting	Clerk – 10.3.15
<b>046/15 FINANCIAL MATTERS</b>		
a. The payment of accounts to the value of £8244.60 was noted and agreed		
<b>047/15 REPORT ANY DOCUMENTS AND PAPERS RECEIVED</b> (outstanding and new)		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 034/15(a) Surrey County Council Localism scheme. The Clerk had written to TWERPS to establish if they would be happy to inform the parish council of assets on footpaths/bridleways which needed attention.	It was agreed to wait to hear back from TWERPS.	

<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
b. 034/15(b) The Clerk had written to the resident who had complained about cars parking on parish land opposite no's 3 & 4 Westside, and had requested photos of problems.	It was agreed to wait to hear back from the resident	
c. Lucas Green Road – condition of road in icy conditions. Following Mr Eaton's input at the beginning of the meeting the problem with the road was discussed. It was suggested that the drain needed to be lowered.	It was resolved that the Clerk would write to Surrey County Council Highways and Cllr Page would provide contact details.	Clerk/Cllr Page – immediately
d. West End Garage and off-site parking. A complaint had been received via Cllr Dredge and Mr Ridd regarding the number of cars parked at the end of Fellow Green Road. Cllr Dredge offered to speak to Mr Dunne at West End Garage regarding the problem.	It was agreed that the Clerk would arrange a meeting between Mr Dunne and Cllr Dredge to discuss the problem.	Clerk – immediately

**048/15 GENERAL (outstanding and new)**

<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 035/15(a) Surrey Heath Borough Council had agreed that the back of the existing SHBC board and the bottom of the front side could be used to advertise the shops in the parade, however should a separate sign be required planning permission would be required. Cllr Alleway had suggested a meeting with a representative from the shops, the parish council and a SHBC officer.	It was resolved that the Clerk should speak to Jane Ireland to discuss this further and to ascertain if a meeting could be arranged.	Clerk – immediately
b. 035/15(b) The Clerk had informed Andrew Channell from the Scout and Guide Management Committee of the resolution from the last meeting. No further information had been received from Mr Channell at this stage.	Ongoing	
c. The parish council tender process was discussed. Cllr Dredge requested a change to the process which was currently in the standing orders.	It was resolved that Cllr Dredge would bring the suggested changes to the next meeting.	Cllr Dredge – 10.3.15
d. 037/15(a) The new website quotes were discussed. Cllr Roth was asked if the quote she had provided her was through her company. It was confirmed this was, therefore a pecuniary interest was noted. Cllr Roth offered no information to the discussion and left the room whilst a decision was made.	It was resolved to proceed with Creative presentations.	

**049/15 ITEMS FOR THE NEXT AGENDA**

a) Recent flailing to roadside vegetation
There being no further business the Chairman closed the meeting at 21:50
The date of the next full council meeting would be Tuesday 10th March
Signed ..... Chairman Date .....

# WEST END PARISH COUNCIL

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**WEDNESDAY 25TH FEBUARY 2015**

### 050/15 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

### PART II

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
b. Anonymous information had been received regarding three mobile homes and a static caravan at the side of Redlands, The Folly. This had been refused in 2006. The Borough Council had apparently been made aware of this problem.	It was agreed that the Clerk would contact planning enforcement.	Immediately

There being no further business the Chairman closed the meeting at 21:50

The date of the next full council meeting would be Tuesday 10th March

Signed ..... Chairman      Date .....