

# WEST END PARISH COUNCIL

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

**WEDNESDAY 25<sup>TH</sup> APRIL 2018**

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

In Attendance:

### **072/18 APOLOGIES FOR ABSENCE:**

### **073/18 DECLARATION OF INTEREST**

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

### **074/18 To CONFIRM the Minutes of meeting held on Tuesday 10<sup>th</sup> April 2018**

Confirmed and signed by Cllr A. Page

### **075/18 PLANNING MATTERS**

The following application received prior to this meeting was **CONSIDERED**

APPLICATION	DECISION
<a href="#">18/0099</a> Longfield, Fairfield Lane, GU24 9QX	No objection
<a href="#">18/0287</a> Land South East of 4-14 (Evens), King Road, GU24 9LN	No objection
<a href="#">18/0288</a> 13 Meadow Way, GU24 9JD	No objection
<a href="#">16/0679/3</a> Land South East of 4-14 (Evens) King Road, GU24 9LN	No objection
<a href="#">18/0306</a> 5 Ashley Way, GU24 9NJ	No objection

<a href="#">18/0319</a>	Glencairn, Brentmoor Road, GU24 9QQ	No objection
<a href="#">18/0260</a>	Oak Farm House Pennypot Lane, Chobham, GU24 8DL	No objection

**076/18 HIGHWAY MATTERS** (outstanding)

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 064/18(a) Old House Lane. No further update had been received. It had previously been resolved to wait for an update following Michael Gove's meeting with Surrey Heath Borough Council, due in April.	It was resolved to ask Cllr D. Mansfield to obtain an update from Mr Gove	Clerk – immediately
b. 064/18(b) Parking issues on the pavement before Martins Tyres, outside the cottages. It had previously been resolved to raise this at the next Local Area Committee meeting	Ongoing	Clerk
c. 064/18(e) Use of roundabout sponsorship money. Cllr D. Mansfield had confirmed with the Clerk that he would approach local highways to establish the feasibility of a pelican crossing by the school.	It was resolved the Clerk would obtain an update from Cllr D. Mansfield	Clerk – immediately

**077/18 RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORAL/COMMON LAND** (outstanding & new)

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 065/18(a) Tree Condition Survey. The final part of the report had been received and the Clerk was obtaining quotes.	Ongoing	
b. 065/18(b) Cougars required use of the recreation ground for training during May and June on the following days: U11 Thursdays 1.5hrs 25 children only until the end of May 6 - 7.30ish U12 Fridays 1.5hrs 20 children only until the end of May 6 - 7.30ish U7 Saturday mornings 25 children May and possible June 1.25 hours 10am start	It was resolved to allow Cougars to use the recreation ground on the days and times stated. As this was not for commercial use there would be no charge.	Clerk – immediately

**078/18**

<b>078/18 BUSINESS PLAN/SURVEY</b>		
<p>a. 066/18(a) Survey Results. The Clerk was in the process of designing a poster(s) for use at the Village Fete and Ag &amp; Hort Show. The cost to produce an A1 4 colour poster was approx. £3.62 + vat</p> <p>b. 066/18(b) The draft matrix now included infrastructure issues including a path around the pond and from barrier onto the recreation ground. Cllr G. Alleway had written a draft letter to SHBC/SCC regarding deployment of their share of the CIL. It was resolved the Councillors would review the draft and advise of any amendments at the meeting on 8<sup>th</sup> May.</p>		
<b>079/18 FINANCIAL MATTERS (outstanding &amp; new)</b>		
<p>a. The payment of accounts to the value of £6,148.23 was noted and agreed.</p> <p>b. 067/18(b) CIL Balance was now £5012.46 - deadline 03.11.20  £6675.90 - deadline 20.04.21  £2,385.57- deadline 20.10.22  £182,030.00 – deadline 17.4.23</p> <p>c. The Clerk advised that the CIL money to date (£14,073.93) was in the NS &amp; I account. The Clerk had investigated alternative accounts/investments and although there were other savings accounts with better interest rates I they were not necessarily available to parish councils. The Public Deposit Fund offered by CCLA investment was a much lower interest rate than NS &amp; I, however their Local Authority Property Fund offered a higher rate but was for longer term investments ranging from 5 – 10 years. This would not be suitable for CIL money as it had to be spent within 5 years. The NS &amp; I account was 100% safe as it was backed by HM Treasury therefore it was recommended that the £182,030 recently received should also be transferred to this account.</p>		
<b>080/18 GDPR (new)</b>		
<p>The parish council was required to be compliant with the new General Data Protection Regulations due to come into force on 25<sup>th</sup> May 2018. The following documents were reviewed, and the Clerk advised there would be further documents to agree prior to the 25<sup>th</sup> May. A data protection officer had not been appointed yet, however the Clerk was in discussion with Bisley Parish Council with a view to taking a joint approach</p>		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. The privacy notice was reviewed. Cllr Prideaux Burns queried 'The Councils Right to Process Information' and whether it should include one of the points or all. Also, under 'Children' should the age be 16. With regards to 'Access to Information' should this include a timescale of 10 working days and any subsequent requests to incur a charge of £10	It was resolved the Clerk would clarify the queries, amend the documents as necessary to be approved at the meeting on 8 <sup>th</sup> May.	Clerk – 8.5.18
b. The new councillor privacy notice was reviewed.	The new councillor privacy notice was agreed	
c. The email privacy notice was reviewed. Discussion as above in 080/18(a)	It was resolved the Clerk would clarify the queries, amend the documents as necessary to be approved at the meeting on 8 <sup>th</sup> May.	Clerk – 8.5.18

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
d. The hirers privacy notice was reviewed. Discussion as above in 080/18(a)	It was resolved the Clerk would clarify the queries, amend the documents as necessary to be approved at the meeting on 8 <sup>th</sup> May.	Clerk – 8.5.18
e. The employee privacy notice was reviewed. This would be provided to any prospective new employee applying for a job at the parish council.	The employee privacy notice was agreed	

**081/18 DOCUMENT & CORRESPONDENCE (new)**

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. A local resident had contacted the parish council with concerns regarding the proposed route J for the Esso Pipeline Project. This corridor would come through West End and possibly have implication on the Brentmoor Heath. The parish council was asked if it was concerned about the environmental corridor choice implications for this area and whether it had received representations from other residents of West End? The parish council was also asked if it had made any representations about the corridor choice itself already and if so, where and what is its position? Would the Parish Council either a) reject Corridor J or b) support widening Corridor J to the south so that environmental impact could be minimised?	It was resolved to respond to the resident advising that the parish council would make a representation regarding the corridor Route J. It would reiterate some of the points outlined in the letter received from the resident regarding ecology, the SPA; and to support widening the corridor to the south to minimise environmental impact.	Clerk – 30.4.18

**082/18 ITEMS FOR THE NEXT AGENDA**

<b>083/18 EXCLUSION OF PRESS AND PUBLIC</b>
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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 21:20

The next meeting will be on A.G.M. on Tuesday 8<sup>th</sup> May 2018

Signed ..... Chairman      Date .....