

# WEST END PARISH COUNCIL

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

**WEDNESDAY 30<sup>TH</sup> MAY 2018**

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

In Attendance:

**098/18 APOLOGIES FOR ABSENCE:** Cllr S. Prideaux Burns

**099/18 DECLARATION OF INTEREST**

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

**0100/18 To CONFIRM the Minutes of meeting held on Tuesday 8<sup>th</sup> May 2018**

Confirmed and signed by Cllr. W.J. Medhurst

**101/18 PLANNING MATTERS**

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

APPLICATION	DECISION
<a href="#">18/0367</a> 16 Malthouse Lane, GU24 9JF	No objection
<a href="#">18/0331</a> Land at rear of 26 – 38 and 42 Kings Road, GU24 9LW	<p>The increased development will have an adverse impact on the neighbouring settlement in terms of increased traffic generation, vehicular access, highway safety</p> <p>The Parish Council believes the access on to the unadopted Kings Road and its existing uneven and pot-holed surface means that there is an intractable lack of availability of infrastructure. As the condition of the road is the responsibility of each householder on Kings Road there will never be a solution to the suitability of the highway. Additionally, technical examination by qualified SCC Highways Engineers cannot take place. It remains the Parish Councils view that the test</p>

		<p>of supporting infrastructure for this development is not met. Development connecting to Kings road would adversely affect highway safety and the convenience of neighbours and road users.</p> <p>Another area of material planning concern is the density of the settlement with multiple small dwellings requiring car parking spaces. The layout of the development fails to address the need for adequate parking and servicing of the dwellings by refuse trucks etc.</p>
<a href="#">18/0336</a>	1 Gosden Road, GU24 9LH	No objection
<a href="#">18/0361</a>	Cherry Wood, Brentmoor Road, GU24 9NF	No objection
<a href="#">18/0322</a>	16 Fennscombe Court, GU24 9NB	No objection

**102/18 HIGHWAY MATTERS (outstanding)**

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 091/18(a) Old House Lane. Mr Gove had confirmed the leader of SHBC was looking into the situation. Mr Gove had sent a follow up email to request an update.	It was resolved to contact Michael Gove again regarding contact with VOSA and an update from SHBC.	Clerk – immediately
b. 091/18(b) Parking issues on the pavement before Martins Tyres, outside the cottages. A letter had been drafted to send to the local area committee. A response would be received after the meeting on 14 <sup>th</sup> June.	Ongoing	
c. 091/18(c) Use of roundabout sponsorship money for a pelican crossing by the school. A letter had been drafted to send to the local area committee. The Clerk advised that there was an option to request improvements to highways on the Surrey County Council website.	It was agreed to request a feasibility survey via the Surrey County Council online reporting system and follow up at the Local Area Committee meeting on 14 <sup>th</sup> June.	Clerk – immediately

**103/18 RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORAL/COMMON LAND (outstanding & new)**

DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 092/18(a) Tree Condition Survey. The quotes for tree works had been opened in Part II of the meeting. The quotes were Mb Tree Services £9600, Redwood Tree Services £35,265 and Cormack Tree Care £12,690	It was resolved to proceed with Mb Tree Services but to clarify arisings would be removed from areas close to roads and footpaths. Also to reconfirm reference to schedule.	Clerk – immediately

b. 092/18(c) Location of the West End Parish sign. The previous decision to locate on the corner of the recreation had been reviewed due to the amount of street furniture here. The Councillors had visited the area to look at other options.	It was resolved to locate the Village Sign on the triangle of land near the War Memorial. It was also agreed to illuminate the sign if possible.	Clerk – immediately
c. The cost to mark a rounders pitch on the recreation ground would be £35 for an initial mark and £12 to remark. This was based on 8 remarks (every two weeks from May through to August) the total cost would be £131	It was agreed to proceed with marking a rounders pitch for the summer.	Clerk – immediately
d. The cost to mark a 200m running track on the recreation ground would be £170 for an initial mark and £35 to remark. This was based on 8 remarks (every two weeks from May through to August) the total cost would be £450. The cost of a line marking machine ranged from £464 - £853. The cost of paint is approx. £25 per 10ltr	It was agreed to proceed with a running track and to review the purchase of a marking machine after the first year.	Clerk – immediately
e. The liner of the existing 'open bin' near the boules piste had been damaged and could no longer be used. Replacement liners were unavailable as the bin was no longer manufactured. A new bin would cost £171 + vat	It was agreed to purchase a new bin.	Clerk – immediately

#### **104/18 BUSINESS PLAN/SURVEY**

- a. 078/18(a) Survey Results. The banner and posters were ready for the Village Fete.
- b. 078/18(b) Draft matrix. There was no further input on the matrix. The letter regarding SHBC/SCC use of CIL money from the West End Developments had been sent to SHBC, Mr Gove, SCC and Cllr Mansfield.
- c. The Clerk recommended a committee should be formed to work on the Business Plan. Committee meetings could be held more regularly and would be easier to schedule than a full council meeting because fewer Councillors would be involved. It was agreed a committee should be formed. Cllr. A. Page nominated Cllr. G. Alleway; Cllr. W. J. Medhurst nominated Cllr. A. Page; Cllr. D. Gubbins nominated Cllr. Prideaux Burns; Cllr. D. Elliott nominated Cllr. W.J. Medhurst. Cllr. A. Dredge wanted it recorded that he was keen to be on the committee and disagreed with the method of nominating Councillors. The Terms of Reference for the committee were agreed (Appendix A to these minutes)

#### **105/18 FINANCIAL MATTERS (outstanding & new)**

- a. The payment of accounts to the value of £186,511.13 was noted and agreed
- b. 079/18(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
- c. The Annual Governance Statement 2017/18 was approved
- d. The Accounting Statement for 2017/18 was approved
- e. The Bank Reconciliation for 2017/18 was approved

<b>106/18 GDPR (outstanding &amp; new)</b>		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 095/18(f) The information & data protection policy was not ready for review and would be deferred to another meeting	Ongoing	Clerk
b. 095/18(g) The Councillors had been given the General Data Protection Awareness checklist to complete and return to the Clerk. These were returned.	No further action	
<b>107/18 REPORT ANY DOCUMENT AND CORRESPONDENCE RECEIVED OR TO BE REVIEWED (new)</b>		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. The Risk Management Policy & Risk Assessment was reviewed	Agreed	
b. The Fire Risk Assessment was reviewed	Agreed	
c. The Pavilion & Workplace Risk Assessment was reviewed	Agreed	
d. The Legionella Risk Assessment was reviewed	Agreed	
<b>108/18 ITEMS FOR THE NEXT AGENDA</b> There were no new items at this stage for the next agenda		
<b>109/18 EXCLUSION OF PRESS AND PUBLIC</b> 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.		
<p>There being no further business the Chairman closed the meeting at 21:20</p> <p>The next meeting will be on Tuesday 12<sup>th</sup> June 2018</p> <p>Signed ..... Chairman      Date .....</p>		