



# WEST CLANDON PARISH COUNCIL

**Chairman:** Mr Terence Patrick , Stoney Royd, Woodstock, West Clandon, Guildford, GU4 7UJ

**Clerk:** Mr John Stone, Hunters End, Lime Grove, West Clandon, Guildford GU4 7UT  
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## Minutes of the PARISH COUNCIL MEETING Tuesday 15<sup>th</sup> May 2018 at 8.00pm in West Clandon Church

Present: Terence Patrick, Jonathan Murphy, Chris Dean, Stephen Meredith, Rob MacDonald and John Stone (Clerk), Councillor Keith Taylor and 5 residents were in attendance.

### 1. Election of Chair and Vice-Chair

The Clerk took the chair and called for nominations for the role of Chairman of the Council. Terence Patrick was nominated by Jonathan Murphy and seconded by Rob MacDonald. There were no other nominations. Terence Patrick was elected unanimously.

Terence Patrick took the Chair and nominated Jonathan Murphy for the role of Vice-Chairman. The nomination was seconded by Stephen Meredith. Jonathan Murphy was elected unanimously.

### 2. Apologies for Absence.

Apologies were received from Eric Palmer.

Councillor Jenny Wicks was unable to be in attendance.

### 3. Declaration of Interests.

The Chairman declared that he was an honorary alderman of the Borough of Guildford and he and his family were landowners in Bennett Way which was the subject of a planning application to be considered later in the agenda. He therefore proposed to stand down as Chairman for the duration of the meeting. This was agreed and Jonathan Murphy took the Chair.

Jonathan Murphy resumed calls for declarations of interest. Chris Dean declared that he was Chairman of the Clandon Society. Jonathan Murphy declared that he was an associate governor at Clandon School and a trustee of the Friends of West Clandon Church.

### 4. Confirmation of the Minutes of the April meeting.

These were agreed as an accurate record and signed by the Chairman of the meeting.

### 5. Matters arising from those minutes.

#### 8. A247

The Chairman thanked a resident for reporting the traffic light failures on The Street. He called for more consultation in advance of street works in future.

#### 10.General Data Protection Regulation

The Clerk reported that the policies agreed at the previous meeting had been published on the Council's website.

Members had been sent details of new Email addresses to be used for Council business. It was planned to use these in the run up to the June meeting.

The Tennis Club had been encouraged to gain the necessary permissions to enable its membership data to be compliant with the GDPR.

Councillors noted the advice from NALC and SLCC which confirmed an amendment to legislation

which made it unnecessary for Parish Councils to appoint a Data Protection Officer. They also noted the offer from Guildford to provide this service at cost. Councillors discussed the balance of costs and risks involved and concluded that an appointment was not necessary at this time. The situation would be reviewed annually alongside the review of policies in February.

The Clerk reported that he had again completed the Information Commissioner's Office self-assessment which continued to suggest that registration was not necessary.

#### 11. Policy on Traveller Incursions

The Clerk circulated suggested amendments to the Draft Traveller Incursion Policy made by the Guildford Borough Community Development Manager. Councillors agreed that the suggested amendments be made and the revised policy adopted and published on the Council's website (JS)

#### 6. Local and Neighbourhood Plans

The Clerk reported that the Head of the Guildford Neighbourhood Planning Team had confirmed that a 'one policy' plan could be acceptable. Such a policy might cover design and/or a framework for planning approvals in the Parish. The Clerk was asked to investigate further. (JS)

Chris Dean confirmed that a joint submission to the Local Plan Inspector had been made with the Clandon Society and East Clandon Parish Council. He suggested we focus on Burnt Common Slip Roads and the traffic effects on the A247. We expected to receive invitations to attend hearings and participate in the discussion. We had expressed an interest in sessions focussing on Gosden Hill, Burnt Common, Garlick's Arch and the North Facing Slip Roads as well as Infrastructure.

Terence Patrick reported that Councillor Matt Furniss had indicated he would attend the July meeting of the Council to follow up the discussion in the April meeting on traffic on the A247.

Chris Dean reported that the consultant retained by GRA has finalised his report and concluded the housing numbers underpinning the Local Plan are seriously flawed due to the inadequate treatment of students leaving the area when their course of study is completed.

#### 7. Recreation Ground, Playground and Car Park.

The Clerk reported that a bid had been made to the Community Asset Fund for grant support for the proposed Car Park extension.

In Eric Palmer's absence the Clerk updated the Council on a number of minor matters which may require attention. Eric Palmer would be progressing these on his return. (EP)

A children's party was being held on the Recreation Ground on 10<sup>th</sup> June. This had been noted in the Village Calendar.

#### 8. Footpaths.

The Clerk reported a call for quotes for the occasional clearance of Council footpaths. Responses were still awaited.

Rob MacDonald agreed to liaise with Surrey County Council over their proposed clearance schedule to ensure coordination with any work undertaken by the Parish. (RMD)

Terence Patrick undertook to contact Guildford to ascertain their availability and charges for such work. (TP)

It was noted that the broken manholes outside Clandon Regis and the Village Hall had still not been attended to (KT)

The second VAS sign had not yet been installed. The Clerk undertook to follow this up. (JS)

#### 10. Lime Grove Parking

The Council discussed continuing concerns over parking in Lime Grove. It was agreed that the Clerk should contact those thought to be involved (JS)

#### 11. Planning.

Terence Patrick left the meeting.

Jonathan Murphy reported planning applications at Greenaway in Tithe Barn Lane and the Cedars in Lime Grove. Councillors agreed with his recommendation that no comment be made.

He then described an application for a new dwelling on Land to the rear of Newlands and circulated a letter articulating concerns for comment.

Residents present at the meeting articulated their concerns: There was a worry about precedent with other potential infill sites available. The proposed building was out of line with other properties which would create difficulties with sight lines. The proposed access is currently used as a turn-around. Neighbours had overlooking concerns. In 1990 the Parish Council opposed development on the site and it would be considered helpful by some residents if they were to do so on this occasion. Recent planning decisions had rejected applications for 'backland' development. If the application were to go through it could pave the way for other more significant developments in the area.

Councillors made a number of comments: The Borough was against previous applications, but their attitude appears to have changed which was reflected in pre-application advice that a single dwelling would be acceptable. Councillors noted that if they adopt a policy of no building in the green belt there could be no development in West Clandon which is an unsustainable position. The turning point is irrelevant as the land is owned by the applicant's family. The plot is behind Bennett Way so building lines may not be relevant, site lines could be dealt with by the planners. The critically important thing is that we do not have a policy of dividing garden and building. This plot has already been subdivided some years ago. The settlement area may be ambiguous, but it is still an issue. It is currently outside but likely to change. It might be best to try and influence the Planning Department's view on the form of development rather than simply opposing all development. Given that the development boundary had not yet changed the applicant has 'jumped the gun' and risks creating precedent for Green Belt development.

Jonathan Murphy agreed to rephrase the letter in the light of the points made and circulate to Councillors with a view to the Clerk then submitting the letter to the Borough. (JM)

Terence Patrick was invited to return to the meeting.

#### 12. Council Correspondence sent and received.

The schedule of correspondence included in the papers for the meeting was noted. A letter from Air Ambulance asking for funding was held over for consideration alongside other Section 137 bids.

13. Financial Matters, Transactions and the signing of cheques.

An on-line transfer to Gavin Jones for £269.59 (VAT reclaim £44.93) has been made since the last meeting of the Council.

The following transfers were approved at the meeting:

MJStone £350.59

HMRC £201.60

14. Annual Governance Statement

The Clerk reported that the Internal Audit of the 2017/18 accounts had been completed and approved by the auditor.

The Council considered the outcome of the Annual Governance Review as reported in the March 2018 meeting of the Council. They approved the Annual Governance Statement as circulated with the papers for the meeting.

15. 2017/18 Accounts

The Council considered and approved the annual Accounting Statements included in the papers for the meeting.

16. Clandon Dragon

The Clerk reported the progress made by a group of volunteers undertaking clearance work on the Clandon Dragon chalk figure on Epsom Road. They agreed to adopt this as a Parish Council project subject to a review of the risk assessment and agreement by the Council's Insurers. (JS)

17. Council Insurance

The Council reviewed quotes for the Council Insurance from 1<sup>st</sup> June 2018 and agreed to accept the quote from Zurich. (JS)

18. Attendance at meetings

The Council discussed the problems experienced in achieving a quorum for the May meeting. It was agreed that Councillors should seek to avoid where possible accepting alternative engagements when Council meetings were scheduled. Where this was unavoidable they should inform the Clerk at the earliest opportunity to give the maximum time for alternative arrangements to be made where necessary. (All)

The Clerk undertook to circulate a schedule of the proposed meeting dates in advance (JS)

19. Any Other Business

It was reported that Jo Saunders had been appointed project manager at Clandon Park.

20. Date of Next Meeting- Wednesday 13<sup>th</sup> June at 8.00pm

21. Exclusion of Press and Public

Councillors reviewed the Clerk's remuneration and agreed an increase in line with the increase in RPI for the year to Mar 2018 of 3.3% with effect from 1<sup>st</sup> April 2018.

There being no other business the meeting closed at 9.50pm