



# 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  
**01483 385187:** [westclandon@talktalk.net](mailto:westclandon@talktalk.net)

## PARISH COUNCIL MEETING

Notes of the meeting held 8.00pm Wed 12<sup>th</sup> March 2014 at the Village Hall

Present: Terence Patrick (Chairman), Chris Dean, Steve Meredith, Lorraine Merry, Jonathan Murphy, John Stone (Clerk)

In attendance: Councillors Jenny Wicks and Jen Powell and two residents.

	<p><b>Apologies for Absence:</b>  Mrs Alice Pashley  Councillor Keith Taylor was unable to be in attendance</p>	
2.	<p><b>Declaration of Interests:</b>  The Chairman declared that he was a Governor at Clandon School and a sub on the Planning and Licensing Committees at Guildford Borough Council and also on the Scrutiny Committee for the Local Plan. The Chairman, Steve Meredith, Lorraine Merry and Jonathan Murphy declared that they were members of the Royal British Legion.</p>	
3.	<p><b>Confirmation of the Minutes of the February meeting:</b>  The minutes were agreed by the meeting and signed by the Chairman.</p>	
4.	<p><b>Matters arising from those minutes:</b></p>	
4.1	<p><b>4.2 Royal British Legion:</b>  It was reported that the Royal British Legion Charity was close to agreement with the West Clandon Club. Jonathan Murphy undertook to contact the Club to discuss developments and also to obtain quotes for the legal work required. It was suggested that an approach be made to someone with experience of both Charitable and Property work.  It was also agreed that the opportunity be taken to review whether simplification of the network of charitable obligations administered by the Council should be rationalised.</p>	JM
4.2	<p><b>4.4 Recreation Ground:</b>  It was reported that following receipt of excellent references the Council had contracted with Norris and Gardiner who would be undertaking the maintenance work on the Recreation Ground for the current year.</p>	JS, AP
4.3	<p><b>4.5 Village Hall Car Park:</b>  It was reported that unauthorised parking remains a problem. The deployment of the daily charge sign would be considered should the situation persist.</p>	
4.4	<p><b>4.6 Automatic Number Plate Recognition Cameras:</b>  The Clerk reported correspondence with a resident which included notice of an offer from the ANPRC manager for Surrey to attend a meeting in West Clandon. Councillors felt that the possibility of deployment for such cameras now appeared remote and that a meeting should not be necessary. The Chairman agreed to</p>	TP

	contact the manager concerned and include an report on the current situation in his forthcoming annual report.											
4.5	<p><b>7. Footpath 568:</b> The Council noted reports from a resident that cycling on footpaths remains a problem but felt that there was no further action which they could reasonably take. Lorraine Merry reported that Surrey County Council would now be installing some additional signage, but these would be less intrusive than those discussed at the last meeting.</p> <p>It was noted that a tree was still blocking footpath 69 and that SCC were aware but extremely busy following the recent period of extreme weather.</p> <p>As regards seasonal grass cutting the rota will be decided in April.</p>											
5.	<p><b>Local Plan Developments:</b> The West Clandon response to the GBC Strategic Housing Market Assessment (SHMA) has been submitted to GBC and placed on the Parish Council's website. It was reported that the leader of Guildford Borough Council, Councillor Steve Mansbridge has written to the Secretary of State complaining about the Government's policy which requires building on green belt land. It was noted that the Secretary of State has approved building on green belt land in Cheshire citing the need for housing. The Green Belt Guardians have been active with a petition to the Council.</p> <p>The Local Plan is still due for consultation in May and a public scrutiny event took place on the 4<sup>th</sup> March with a further joint scrutiny meeting planned for the 3<sup>rd</sup> April. It was noted that the Chairman and Jonathan Murphy were meeting Ccls. Monika Juneja and Steve Mansbridge on 20<sup>th</sup> March at their request with the position of the Village on the Local Plan likely to be the main item on the agenda. CClr. Jenny Wicks would also attend the meeting. A meeting with representatives of Martin Grant homes was also planned for the 17<sup>th</sup> March.</p>											
6.	<p><b>Naming of Meadowlands Extension</b> It was noted that the period of consultation on the naming of Meadowlands extension had been extended to the 17<sup>th</sup> March. The Council agreed to make no further comment.</p>											
7.	<p><b>Planning Matters (JM)</b> The following applications were reported to the Council:</p> <table border="1" data-bbox="293 1182 1393 1627"> <tr> <td>Anlaby, The Street, GU4 7TE. Erection of a two story extension</td> <td>14/P/00231</td> </tr> <tr> <td>Notice of amendments to application for the Fylde, Lime Grove W Clandon</td> <td>14/P/00178</td> </tr> <tr> <td>9 Lime Close, West Clandon, Guildford, GU4 7UL. Single storey rear extension.</td> <td>14/P/00301</td> </tr> <tr> <td>Shortwoods, Oak Grange Road, West Clandon, Guildford, GU4 7UB Replace two small windows on first floor western elevation with one large window. Replace one large window on first floor eastern elevation with three small windows.</td> <td>14/P/00363</td> </tr> <tr> <td>Oak Grange Lodge, Oak Grange Rd, W Clandon GU4 7UD. Erection of first floor rear extension over existing sitting room incorporating a new window opening in the east elevation and roof lights on the south elevation.</td> <td>14/P/00383</td> </tr> </table> <p>The Council agreed with the recommendation that no comment should be made.</p>	Anlaby, The Street, GU4 7TE. Erection of a two story extension	14/P/00231	Notice of amendments to application for the Fylde, Lime Grove W Clandon	14/P/00178	9 Lime Close, West Clandon, Guildford, GU4 7UL. Single storey rear extension.	14/P/00301	Shortwoods, Oak Grange Road, West Clandon, Guildford, GU4 7UB Replace two small windows on first floor western elevation with one large window. Replace one large window on first floor eastern elevation with three small windows.	14/P/00363	Oak Grange Lodge, Oak Grange Rd, W Clandon GU4 7UD. Erection of first floor rear extension over existing sitting room incorporating a new window opening in the east elevation and roof lights on the south elevation.	14/P/00383	
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8	<p><b>Accounting Policies and Procedure (JS):</b> Internal Control System: The Council reminded itself of and considered the effectiveness of the system of internal controls in place which took into account the limited functions, activities and resources of the Council as part of this a Review of Areas of Potential Risk was tabled for discussion, review and updating</p>	JS										

	<p>Internal Audit: the Council reminded itself of and considered the effectiveness of the system of internal audit, noting that this needed to be considered as part of the wider review of internal review of internal control referred to above. In this regard it considered the internal audit terms of reference and the Internal Effectiveness Review both of which were tabled at the meeting for discussion, review and updating.</p> <p>After consideration and discussion the Council:</p> <p>(i) approved the Review of Areas of Potential Risk as tabled;</p> <p>(ii) considered and noted the review of the effectiveness of the system of internal control which had taken place earlier in the meeting;</p> <p>(iii) re-approved the Internal Audit terms of Reference; and</p> <p>(iv) considered and noted the review of the effectiveness of internal audit which had taken place earlier in the meeting based on the tabled Internal Audit Effectiveness Review document and reviewed and updated in the meeting.</p>	
9.	<p><b>Note Council Correspondence sent and received:</b></p> <p>The schedule of correspondence included in the papers for the meeting was noted. The complaint from Mrs K McKay was discussed at length. While sympathising with Mrs McKay over the continuing problem of traffic in the village counsellors were of the view that there was little else they could do at this stage over and above the actions they had already taken. The Clerk was asked to write to Mrs McKay reiterating those actions which had already been taken forward. They also asked that her letter be forwarded to the Chief Constable and Cclr Keith Taylor in line with her request.</p>	JS
10	<p><b>Financial Matters and signing of cheques.</b></p> <p>It was agreed that the Councils membership of the CPRE should be renewed.</p>	JS
11	<p><b>Any Other Business:</b></p> <p>Road damage at Clandon Cross Roads been brought to the attention of Surrey County Council Highways Dept. by the Chairman.</p>	
12	<p><b>Date of Next Meeting:</b></p> <p>Wednesday 16<sup>th</sup> April 2014 following the Annual Parish Meeting</p>	
	There being no other Business the meeting closed at 9.25pm	