



WEST CLANDON PARISH COUNCIL

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

Locum Clerk: Anne Tait : clerk@westclandon.org.uk: www.westclandon.org.uk

Minutes of the Meeting held on Wednesday 11th March 2020 at 8.00 pm

Present: Parish Councillors: Terence Patrick (Chairman), Paul Edwards, Eric Palmer, Chris Dean and Ann Dickinson
Surrey County Councillor: Keith Taylor
Guildford Borough Councillor: Chris Barrass
One Resident
In attendance: Anne Tait Locum Clerk

1. **Apologies for Absence**

Parish Councillors: Jonathan Murphy, Stephen Meredith, Jenny Wicks and Guildford Borough Councillors Tim Anderson and Catherine Young were not present.

2. **Declaration of Interests**

Terence Patrick declared that he was an Honorary Alderman in the Borough of Guildford and member of the Village Hall Management Committee. Chris Dean is a member of the Village Hall Management Committee. Eric Palmer is the Chairman of the Clandon Society.

3. **Minutes of the Meeting held on 12/02/2020**

It was noted at Minute Number 7 an incorrect spelling was recorded for Cllr Chris Dean. Following a correction from Christ to Chris, the Minutes of the meeting were agreed as a correct record and signed by the Chairman.

4. **Matters arising from February 2020 Minutes**

- Cllr Dean reported that the manhole cover outside the property known as Dibbles has been removed and traffic lights are now controlling traffic in a one-way system outside the property.
- Cllr Edwards reported that he had contacted Adrian Thompson Chair of Guildford Environment Forum (GEF) with regard to GEF giving a talk on 'How should Guildford react to the Climate Emergency'. It was proposed that the talk may be appropriate to be given at the forthcoming East and West Clandon Residents Association.

RESOLVED: Cllr Edwards AGREED to speak further with Adrian Thompson.

5. **Appointment of West Clandon Parish Clerk and RFO**

The Chairman reported that Mrs Fiona Gilbert has confirmed her acceptance to the offer of appointment as Parish Clerk and RFO and will commence employment on 1st May 2020. The Locum Clerk AGREED to extend her temporary position from 31/03/2020 to 30/04/2020.

RESOLVED: all Councillors AGREED.

6. **Planning Matters**

The Chairman reported on the following Applications received since 12/02/2020 meeting:

20/P/00283	Gullivers, The Street, West Clandon, GU4 7TD Erection of a single storey rear extension Cllr Murphy recommended no comment is to be sent to GBC.
19/P/01474	Greenmantle, Lime Grove, West Clandon, GU4 7UH Proposal: Proposed two storey rear, and single storey rear and side extensions, following demolition of existing conservatory and covered area. An APPEAL has been made to the Secretary of State against the Councils decision for the proposed development described above.
20/T/00068	The Rectory, The Street, West Clandon, GU4 7RG T1 - Cupressus macrocarpa – Proposal: Fell to ground level as infected with Coryneum canker, and in decline. Replant with similar, or open to suggestions (West Clandon Conservation Area).

The Chairman reported on the following planning decisions received since 12/02/2020 meeting:

19/P/02126	Birch Farm, Oak Grange Road, West Clandon, GU4 7UD Proposal: Erection of a new dwelling following demolition of existing dwelling. GBC APPROVED: 12/02/2020
20/P/00028	Highway House, Dedswell Drive, West Clandon, GU4 7TQ Proposal: Single storey rear extension together with associated raised patio and internal alterations along with new front gate. GBC APPROVED 14/02/2020
20/P/00092	Budleigh, Oak Grange Road, West Clandon, GU4 7TZ Proposal: Demolition of existing rear conservatory to be replaced by new rear extension and changes to fenestration with some internal alterations to existing dwelling. GBC APPROVED 25/02/2020
20/P/00092	Vanecot, Malacca Farm, West Clandon, Guildford, GU4 7UG Proposal: Variation of condition 2 of 18/P/01284 to allow changes to the elevations (including to add a flat roof to the single storey element of the dwelling and to raise the rear eaves level to the central section of the dwelling to allow for a large window to the stairwell). GBC APPROVED 02/03/2020

7. Local Plan Update

Cllr Dean reported there was no update.

8. West Clandon Neighbourhood Plan

Cllr Dean reported that the consultation is open until the end of March 2020. The Clerk reported that a number of comments had been received via the Clerk's e-mail address. These had been forwarded onto John Stone.

9. Financial Matters and Approvals

(a) The Chairman reported on the financial transactions since the 12/02/2020 meeting:

- £8,255.40 – Playforce - first instalment of the new playground equipment
- £269.59 - Nuture – routine February 2020 recreation ground maintenance

RESOLVED: Councillors AGREED the above payments.

It was noted the balance in the Unity Bank Account was £4,168. Cllr Meredith suggested that the Council may have to draw down to pay the second stage of the Playforce project bill. This will depend on the invoice being submitted before receipt of the April instalment of the precept.

(b) The Chairman reported that there were three Parish Council Policies to update.

- i. Risk Assessment
- ii. Internal Audit Terms of Reference
- iii. Internal Audit Effectiveness Review for the year ending 31/03/2020

RESOLVED: All Councillors AGREED that there was no requirement to change the wording.

10. Recreation Ground

Playground and Car Park:

Cllr Palmer reported that all the trees are in a Conservation Area and the works would not be completed by Mr Cormack until the end of April 2020.

Playground:

Cllr Palmer reported that the current play frame would be removed on 21/03/2020. New fencing and the goal posts would be moved on 30/03/2020. Cllr Palmer has been asked to arrange for a 'portable loo' for the contractors. Due to the hiring cost, Cllr Palmer will arrange for the contractor to use the facilities in the Village Hall. He reported that Nurture cannot access the 5-bar metal gate and there is no key available for the padlock. It was suggested that a local locksmith may be able to cut the padlock and Cllr palmer will investigate this option.

Playground Inspection

Cllr Palmer reported that the roundabout has been categorised as being in the top area of medium risk. The quote for a 4-person new roundabout was £3,600, plus £2,700 for new surface. Cllr Palmer suggested that the Parish Council wait until the grant is awarded from iGas and Guildford Borough. Council.

RESOLVED: Defer the decision to replace the roundabout until the next meeting on 08/04/2020.

11. Footpaths

Cllr Edwards reported that footpath number 568 is under water as the ditch is blocked. Cllr Taylor confirmed that the landowners are responsible for dealing with such matters. Cllr Edwards reported that Surrey County Council have forwarded several names of contractors who would be able to clear the culvert.

RESOLVED: Cllr Edwards to obtain some quotes.

A discussion took place with regard to the bridge and flooding at the end of Green Lane. Cllr Edwards reported that there is a query over land ownership.

12. A247 Matters

No matters were discussed or noted.

13. Correspondence sent and received

The Chairman reported on the list as Appendix A of these Minutes.

14. Questions from the Public – A resident reported that he would like to develop 2/3 small 3-bed dwellings in the Village on a previous land footprint of a larger property. Cllr Barass confirmed that in-fill properties are not allowed on land designated in the Green Belt.

15. Date of next West Clandon Parish Council Meeting to be held after the Annual Assembly on Wednesday 8th April 2020 at 8.00pm.

There being no other business, the Chairman closed the meeting at 9.35 pm

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CORRESPONDENCE sent and received reported at the Meeting held on 11th March 2020

Correspondence Sent

10/02/2020	43 (individual) copies of the W/Clandon Neighbourhood plan e-mailed 2 x hard copies posted
18/02/2020	Letter to Kelly Jethwa Principal Planning Officer, Majors/Development Management, GBC. <i>Garlicks Arch West Clandon Parish Council response</i>
19/02/2020	Letter to Sir Paul Beresford, SCC Ward Cllrs: <i>response to South Western Railways Provision of 250 Additional Parking Spaces at Clandon Station</i>
21/01/2020	Letter to Kelly Jethwa Principal Planning Officer, Majors/Development Management, GBC. <i>Response to Planning Application for SANG at Tithebarns Lane. Application No. 19/P/02240</i>

Correspondence Received

20/02/2020	Guildford Joint Committee – <i>notice of next meeting on 18/03/2020 at 7 p.m.</i>
29/02/2020	Michele Rogers GBC - <i>Closing of Accounts 2019-20</i>
29/02/2020	<i>Reply received from Cllr Palmer</i> <i>Just to confirm to members of the council that there are no monies or outstanding grants still due to us for the year ending April 2019 that I am aware of in respect of the recreation grounds. We do of course have the current grant offer of circa £6000.00 for the 2020/21 year which will be actioned in April.</i>
29/02/2020	GBC Draft Climate Change, Sustainable Design, Construction and Energy Supplementary Planning Document (SPD): <i>Comments on the consultation document from to midday Monday 30 March 2020.</i>
01/03/2020	Guildford Environmental Forum (GEF) <i>March Newsletter</i>
25/02/2020	Surrey Climate Action Day: <i>Notice of meeting - Thursday 09/07/2020 10.00am – 4.00pm at Cranleigh Village Hall</i>
29/02/2020	Lionel Smith: re Walkfest Event (Hidden Nature) 2020. <i>Does W/Clandon wish to offer walks in the brochure this year? We need your walk details by 01/05/2020.</i>
05/03/2020	John Armstrong: Democratic Services and Elections Manager - <i>Ethical Standards Consultation with Parish Councils in the Borough. Response to GBC by Friday 17 April 2020.</i>
05/03/2020	K Mackay: <i>suggestions about the proposed car parking of 250 more spaces at the railway station.</i>

02/03/2020	Peter Stevens, GBC Planning Service Business Manager, Planning Services and Business Analyst: <i>update with changes within Planning Services</i>
09/03/2020	Jim Morris Ripley PC: <i>Have any of your councils got a Business Continuity Plan? My council is getting concerned about Covid-19 and the potential for having to self-isolate if it all kicks off like in Italy .</i>
14/03/2020	Ron Best Committee of the Horsley & Clandon Society of Arts: <i>requesting that he places regular notices about our up-coming events etc on the notice-boards provided and maintained by the Parish Council.</i>
10/03/2020	Peter Smart: <i>While searching on GBC Planning for more details of the current proposal to extend the station car park, I came across this 1989 application for the same (156 places that time) which I note was refused. Apart from that I'm afraid there is no further detail online.</i> https://www2.guildford.gov.uk/publicaccess/applicationDetails.do?keyVal=_GUILD_DCA PR_23651&activeTab=summary