**WEST CLANDON PARISH COUNCIL**

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

 **Tel. 01483 222 534**

 **Clerk: Rebecca Pluthero, Tudor Lodge, Clandon Road, West Clandon. GU4 7UU**

 **clerk@westclandon.org.uk**

**Minutes of the Meeting held on Wednesday 10th March 2021 at 8.00pm via Zoom Call**

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| **Present**:Terence Patrick (“Chairman”/ “TP”), Jonathan Murphy (Vice-Chairman) (“JM”), Chris Dean (“CD”), Paul Edwards (“PE”), Eric Palmer (“EP”), Jenny Wicks (“JW”), Stephen Meredith (“SM”), Chris Barrass (“CB”) |
| Keith Taylor (“KT”) Catherine Ann Young (“CAY”), Ann Dickinson (“AD”)Rebecca Pluthero, Parish Clerk (“RP”) |

Peter Bates (Resident), Mrs A Fitchie (Resident)

**21/30 Apologies for absence**

Tim Anderson (“TA”) absent.

**21/31 Declarations of interest**

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. Jonathan Murphy is an Associate Governor of Clandon School and a Trustee of the Friends of West Clandon Church. Eric Palmer is the Chairman of the East and West Clandon Residents Association (EWCRA).

**21/32 Confirmation of the Minutes of the meeting held on February 10th 2021**

The following amendments will be made:

* Change of reference to *Cibil* – should be May Ann *Civil*
* Regarding reference to ‘*need 400 addresses not 500’*. The PC considered this correction but noted collectively that the number of addresses subsequently changed and that the last months’ Minutes were actually correct on the number, at the time.
* Under Council Correspondence Sent and Received, “Lots of emails received from …. Rebecca will write to “her” will become “the resident”.

Otherwise, confirmed.

**21/33 Matters arising from the meeting on February 10th 2021**

TP ran through the following:

* CD was going to speak with John Vickers, per the note in the previous Minutes under Financial Matters. **RESOLVED**: CD stated that had emailed Mr Vickers but he has not received a response, he will continue to reach out.

**21/34 Planning Matters**

JM noted that there are minor matters:

Variations have been sought in relation to the following Applications:

Bruce Cottage – Ref: *21/P/00104*

Australind – Ref: *21/P/00396*

Oakleigh (land adjacent to Glengarden) – Ref: *21/P/00397*

JM confirmed that he has no comments on these variations.

JM continued to raise the more impactful Planning Application which has been received; Garlick’s Arch; Ref: 19/p/02223. There is then an Application for Garlick’s Arch which has been circulated internally whereby there are over 600 documents. JM questioned what the PC intends to do and how to approach such a substantial application.

CAY responded that she had not received notice internally at GBC but will query internally tomorrow to see what GBC expects of the PCs in relation to this application.

CD noted the s106 notice contains £60k for upgrading footpath 568 but it contains no detail on how it will be upgrade. The PC also noted that there is the prospect of a commuted payment from the developer to provide a more frequent bus service (half hourly) along the A247 during the day. However in the plans, it appears that it may be considered a cycle route and one may presume that the funds will be used for this purpose. However, this is not confirmed. CD also noted that there is c.£40 allocated for two further bus shelters at Clandon Station. CD asked KT if he has any insight on the s106 allocations. KT confirmed that this is not new, it was discussed several months ago. The general view is that the monies are to encourage new residents of Garlick’s Arch to use alternative modes of transport (as opposed to cars).

CAY suggested a request in relation to the s106 is submitted which outlines West Clandon Parish’s preferences as an additional note GBC.

EP raised concern over the prosect of increased buses using the turning circle by Station Road which causes significant traffic delays due to the restricted size of the road/ turning point. TP added that with respect to the bus shelters at Station Approach, he has complained for many years over the need for traffic lights at the Station as it is a blind stop/ dangerous to pull out of the Station. However, these concerns have been ignored by GBC for many years.

JW queried whether the application assumes that people will go down Highcotts Lane and access Footpath 568 or walk further down the Clandon Road and then cross to access. JW also asked whether it is more pedestrians expected or cyclists. KT noted that we must be mindful that it is to improve pedestrian and cycling to the Station, it is not imperative that the money/ improvements are linked to Footpath 568. TP noted that we raised all of these concerns a year go to the Developer at the Royal British Legion premises in Clandon and it has clearly been ignored. TP proposes that West Clandon Parish Council should submit a specific note on the proposals under s106 relating to Footpath 568 and the additional proposed bus stations. KT summarized that improving pedestrian and cyclist traffic is the lesser evil of 500 increased cars driving through Clandon. The PC has already submitted comments historically on these matters, so faced with the need to try and do something with respect to traffic mitigation, this is what the Highways team has formulated.

**RESOLVED**: CAY suggested that the PC draft and submit a bullet point summary stating that the Parish’s full object still stands. Noting that we have 30 days to express comments and key concerns. The letter is dated 3 March 2021. CAY and CB will simultaneously follow up with Kelly Jethwa at GBC. CD will draft two letters to be sent to Surrey Highways (Kirsty Wilkinson) and GBC.

**21/35 Financial Matters and Approvals**

* 1. ***to note and approve financial transactions since the previous meeting***

SM sought confirmation from the PC on the financial documents circulated prior to the meeting.

TP noted a Nurture invoice and one other. SM will settle all payments prior to the end of Financial Year.

One payment related to the Clandon Village School (£1000) which is now going to be paid to the governor’s Fund rather the School account. SM wanted to ensure that the PC is happy with the administrative change. JM confirmed that the School account is public money and the other account is the Governers’ own money and under arrangements for Voluntary Aided Schools where Capital Exp is incurred, it needs to come from the Governers’ Account. It is just as much an Exempt Charity as the other. There are some ornate chimneys on the top of the School Building which requires fixing and this account will address reports and repairs to this for example. RESOLVED: SM will make the payment.

SM also raised that it is the time of year where Policies need to be reviewed. SM has updated various Policies from last year and required confirmation from the PC to finalise. The other item concerns Internal Audits and we need to confirm that we have an internal process relating to such. This was completed and now the next year needs to be prepared for. **RESOLVED**: TOR, Areas of Potential Risk, Order of Effectiveness all dated 2021 were reviewed and confirmed by the PC.

**21/36 Local Plan update**

CD noted that there is no update. Wisley held another meeting but nothing was decided or communicated to the public. There is no information on traffic or transport impact, and they have so far not published the Design Review Report which was previously promised. Very little new information has emerged.

CAY confirmed that there were some issues on local inaccuracies within the prior Design Review Report (Colin Cross, other Councilor for Lovelace) and CAY were involved and they are awaiting an updated Report.

On the CLG (community liaison group) meetings, the one scheduled for 18th is now 25th March to allow participants to see the plans in advance of the meeting. CAY highlighted to the PC that there are some issues with Wisley and GBC is very concerned that Taylor Wimpey are not providing the information required.

**21/37 Neighborhood Plan update**

No update.

**21/38 Recreation Ground, Playground and Car Park**

EP noted two issues:

1. First grass cut of the year has been completed. Although haven’t been able to cut in the play area as it was full of children, which is precisely what it should be used for! The cutters are coming back to complete. (2) The new playground roundabout is being installed in the coming weeks.

**21/39 Footpaths**

PE noted that there are no new issues to report and that most paths are now drying out well from the winter rains.  Some updates were listed on: (1) the ditch on Footpath 66 going down to Dedswell Farm has now been cleared by the landowner; (2) SCC have now removed the fallen staggered barrier on footpath 67, but not yet replaced it; PE is in discussion with SCC on whether the barrier will be replaced.

Another point to note – there is an opportunity for tree planting in the parish on Surrey Highways verges, which we should consider taking advantage of. PE conducted an informal survey himself around the Parish and identified opportunities to plant approximately 65 new trees. PE would like to start planning to use the Surrey Highways scheme to do this when the opportunity next presents. The meeting voiced their support for this and noted that residents will obviously need to be consulted and the location vis-a-vis overground & underground services will need to be considered. **RESOLVED**: PE will draft a proposal.

**21/40 A247 Matters**

TP confirmed that Drew Craig (resident) has received a positive response to the Speed Watch scheme, there are 12 volunteers.

Other Item, Lime Grove, (road ID: D626) is going to be resurfaced. KT confirmed this.

**21/41 Parish Council Website**

TP reconfirmed that the Website has been taken down, and a holding page is in place. Mark Bridger is sending a plan and has arranged a meeting on 23rd March 2021 to be attended by AD, PE and TP. JW raised concerns that we may be without a website for a long period. TP confirmed that this won’t be a long period and reiterated that the PC consented previously. **RESOLVED**: An agenda item for the meeting with Mark Bridger will be to complete a timetable for the Website completion. This date will then be put on the Website holding page. SM noted that he will send to TP the Audits so that they are on the Website.

JW then also raised that the Guildford Dragon were running a piece on local Parishes and TP spoke with David Rose at the Guildford Dragon. TP is writing a piece on West Clandon Parish Council for the Guildford Dragon publication. **RESOLVED**: TP will write the article and circulate to the PC for comment.

AD asked the Parish Council to send her examples of other Parish Council websites which they think are good and a few bullet points on *why* it is good. **RESOLVED**: Parish Councilors to send some research to AD.

CAY noted that Hugh Coakley is doing the article for the Guildford Dragon. One suggestion is sending him a copy of the Agenda of the PC as apparently the Guildford Dragon is keen to convey the variety of issues the Parishes cover.

**21/42 Council Correspondence Sent and Received**

TP noted the SLCC membership has expired. **RESOLVED**: TP will provide the invoice to SM and SM will make payment.

Surrey and the Unitary Authority was another topic. TP spoke with the Leader of the Borough Council on Monday who was surprised at this. CB noted that there is a debate scheduled for the 15th March 2021. CB warned that we will need to continue to push for local democracy as the proposal for a single authority representing the cross section of residents in Surrey will not go away.

TP and JM also drafted an objection to *the Hawthorns* on Shere Road ref. 20/P/02111

**21/43 AOB**

Broadband Fiber- there has been a positive response from residents. PE updated that there are a number of stages and the uptake on initial interest is 98%. The next stage will be the set up a pledge page and there has already been strong (91%) numbers pledging. Approximately 30 homes are yet to participate.

CAY raised that there was a consultation on ward boundaries which a response is due by 5th April 2021. TP noted that we do not have it in the email. **RESOLVED**: CAY will look who will be able to resend.

At 21.29 the Parish Council went into private session about the recruitment of another Parish Clerk, following the recent resignation submitted by the current Parish Council Clerk.

**21/44 Date of next meeting** – Wednesday, April 14th 2021 at 8pm

**CLOSING**

There being no other business to discuss, the Chairman closed the Parish Council Meeting following private session.