



# WEST CLANDON PARISH COUNCIL

Chairman: Terence Patrick, Stoney Royd, Woodstock, West Clandon Surrey GU4 7UJ  
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## Minutes of the Meeting held on Wednesday 12<sup>th</sup> October 2022 at 8.00pm in the Village Hall

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### Present:

Parish Councillors: Terence Patrick ("Chairman"/ "TP"), Chris Dean ("CD"), Eric Palmer ("EP"), Steve Meredith ("SM"), Ann Dickinson ("AD"), Jonathan Murphy ("JM") and Jenny Wicks ("JW")  
Parish Clerk: Paul Edwards ("Clerk"/"PE")  
GBC Councillor: Catherine Young ("CY")

John Vickers (Village Hall Management Committee)  
There were no other residents in attendance.

### 22/129 Apologies for absence

Apologies were received from SCC Councillor Bob Hughes ("BH") and GBC Councillors Chris Barrass ("CB") and Tim Anderson ("TA").

### 22/130 Declarations of interest

The Chairman declared that he was an Honorary Alderman of the Borough of Guildford and member of the Village Hall Management Committee. CD is a member of the Village Hall Management Committee. EP is the Chairman of the East and West Clandon Residents Association (EWCRA). JW is an Honorary Alderman of the Borough of Guildford.

### 22/131 Confirmation of the Minutes of the meeting held on Sep 14<sup>th</sup> 2022

The minutes were approved subject to a minor amendment requested by JM.

### 22/132 Matters arising from the meeting on Sep 14<sup>th</sup> 2022

None discussed.

### 22/133 Council Correspondence Sent and Received

The following topics relating to items of correspondence were discussed:

- Clandon Good Neighbours – CGN's request for a grant to pay for their annual insurance (£173.12) was approved by the meeting; CD and JM noted a spousal interest.

- Guildford Residents Association – the Council noted GRAs request for funding support from local councils and residents associations in order to lobby for a building heights policy in the Local Plan DMPs; CD and JW both had the view that it is a mistake not to have a specific heights policy but currently not appropriate use of parish council funds to support this request.
- New Surrey Highways traffic engineer – the meeting agreed that it would be good to take up the new officer’s offer of a site visit and the Clerk agreed to set a meeting up.

## **22/134 Relationship between the Council and Village Hall Management Committee**

In response to a risk raised on the Council’s Risk Register relating to extra funding support required for the village hall, the Chairman of the VHMC, John Vickers, verbally presented the latest projections for the village hall. He acknowledged that the VHMC is now quite short of reserves following the installation of a new heating system and the significant recent increase in energy costs (albeit that the new heating system is more efficient than the old one).

On the revenue side, bookings are reasonable, especially during term times, and the rates charges appear to be competitive. JV believes that with close monitoring and management of the ongoing running costs, the funds are sufficient but leave minimal reserves for emergencies. There are identified risks of increased insurance costs and potential electrical safety and plumbing costs.

This does leave no money for improvements, of which the most obvious ones are double-glazing and LED lighting. The decorative appearance would also benefit from improvement. JW noted that there are various grant schemes available to support such works and that it would be good for the Parish Council to be aware of specific improvement proposals so that they are ready to respond when grant schemes are announced. The Chairman agreed to supply GBC’s grants contact details to JV.

## **22/135 Policies and Procedures**

The meeting talked through the Risk Register’s proposed mitigating actions and the following people were assigned responsibility to take the actions forward:

- Inspections & repairs for bus shelters - EP
- Periodic inspection of all council land and physical assets – EP/Clerk
- Review access to likely sites for unauthorised incursions - EP
- Produce media response plan - AD
- Implement contract of employment for Clerk - Clerk
- Fill empty councillor position - Chairman
- Build succession plan for all roles - Chairman
- Implement cloud backup for Clerk PC - Clerk
- Ensure other parties have access to passwords - Clerk
- Purchase PC software with cloud backup - Clerk
- Agree website S&M arrangements - Chairman
- Consider increase to Village Hall support budget – following the discussion in 22/134 above, it was agreed that no change to the budget was currently required

## **22/136 Planning Matters**

JM provided comments on the latest planning applications and rulings. The meeting agreed with JM’s view that none needed action from the Council at this point in time.

CY noted that she will be raising the issue of planning policy inconsistencies relating to green belt garage buildings vs. infilling at the Local Plan DMP hearings in November and would like any examples from local parishes. JM agreed to provide examples.

### **22/137 Financial Matters and Approvals**

The Chairman noted that there had been no payments made since the last meeting.

### **22/138 Garlick's Arch, Wisley Airfield and other Local Plan updates**

The meeting discussed the arguments for and against formally objecting to the Wisley planning application. Relative relevance to West Clandon residents, realistic outcome from objections and local councils solidarity were covered. CY noted that we may still have time to object. However, the meeting agreed that there was not value in our Council objecting to this particular planning application.

### **22/139 Recreation Ground, Playground and Car Park**

EP reported that:

- The fitness equipment is now fully installed and being regularly used; the skip remains in situ but is expected to be removed shortly
- The annual playground inspection is planned for November
- There is a broken piece of toddler equipment that needs fixing
- 2 wooden posts on car park needed replacing and concreting in
- 2 quotes for goalpost astroturf have been received, but are very expensive, so further quotes are being sought

With regard to the dilapidated Village Pound gate, EP suggested some options and approximate costs for replacement. JM noted that the relevant conservation office would need to be consulted before any changes are made.

### **22/140 Footpaths**

No updates.

### **22/141 A247 Matters**

The Chairman queried the status on the station approach safety measures. The Clerk agreed to check any updates with BH.

### **22/142 AOB**

The Clerk noted that the next parish council elections will be on 4<sup>th</sup> May 2023 and requested that anyone who did not intend to put their names forward for re-election please let him know.

### **22/143 Date of next meeting**

Wednesday, November 9<sup>th</sup> 2022 at 8pm in the Village Hall.

### **CLOSING**

There being no other business to discuss, the Chairman closed the Parish Council meeting.