

# HASCOMBE PARISH COUNCIL

**MEETING MINUTES** of Hascombe Parish Council Annual Meeting held on **Monday 21<sup>st</sup> May 2018** in Hascombe Village Hall, Mare Lane, Hascombe at 7.00pm.

**Attendees:** Mr P Lye –Chairman  
Mr T Dwyer – Member  
Mr C Orange – Member  
Mr K Kingham - Member  
Mrs S Sullivan - Member  
Mrs B Weddell – Clerk

Cllr Richard Seaborne, PCSOs Phillip Snow and Davina Smith and 15 members of the public were in attendance.

**Apologies:** Apologies had been received from Cllr Maurice Byham.

**ACTION**

**18/026 Election of Chairman**

Proposed by Mr Orange, seconded by Mr Dwyer and agreed unanimously, Mr Paul Lye was elected as Chairman of the parish council for the ensuing year. Mr Lye signed the declaration of office and Mr Orange presented him with the Chairman's chain of office.

Mr Orange advised that he would be standing down from the parish council.

**18/027 Election of Vice Chairman**

Proposed by Mr Kingham, seconded by Mr Orange and agreed unanimously, Mrs Sullivan was elected as Vice Chairman for the ensuing year.

**18/028 Declarations of Interest**

There were no declarations of interest pertaining to agenda items.

**18/029 Report from the Neighbourhood Policing Team**

PCSO Snow reported that there had been eight reported crimes since May 2017, which was a very low figure. Six were criminal damage to vehicles from stones and ball bearings being fired from moving vehicles. This is an ongoing problem that tends to happen throughout the area at this time of year and is linked to poaching. The other crimes were a dog attack on another dog and a person and the theft of a Land Rover Defender.

Doorstep cold callers, often ex-offenders, are often in the area and can become hostile. PCSO Snow's advice to residents was to politely refuse and call the Police if the callers become hostile. They make take an interest in the property and share information amongst other offenders, so public urged to be vigilant. PCSO Snow also circulated leaflets regarding scam calls, with some helpful advice. Finally, PCSO

circulated leaflets about In The Know, which is the Surrey Police community messaging service.

**18/030**

**Representations from members of the public**

Members of the public were present regarding the future of the Woodyard site, in particular the parish council's intentions regarding the portion of the site that was owned by the parish council. The Chairman outlined the current situation and members heard views from members of the public regarding the site.

**18/031**

**Minutes**

The minutes of the meeting of the Parish Council held 19<sup>th</sup> March, as circulated, were approved and signed by the Chairman as a correct record.

**18/032**

**Chairman's Annual Report**

Mr Orange gave the Chairman's Annual report, which is appended to these minutes. Mr Lye thanked Mr Orange for steering the parish council through the last eleven years as Chairman.

**18/033**

**Clerk's Report**

The Clerk advised that the parish council's application to register the Fountain with the Land Registry had failed as we were unable to provide a copy of the deeds. It may be necessary to make an application for adverse possession; the Chairman would make further investigations.

P Lye

**18/034**

**Areas of Responsibility for the ensuing year**

The following individual areas of responsibility were agreed:

Hascombe Pond	Paul Lye
Highways, Bridleways & Footpaths	Ted Dwyer
Planning	Sarah Sullivan
Communications	Clerk / Paul Lye
Representative on Surrey CC Waverley Local Committee	Paul Lye
Representative on Eastern Villages Task Force (SCC)	Ted Dwyer
Representative at Surrey ALC	Paul Lye
Representative Village Hall Committee	Sarah Sullivan
Representative Friends of Hascombe	Sarah Sullivan

**18/035**

**Highways, Bridleways & Footpaths**

Mr Dwyer reported on his meeting with Surrey County Council and Waverley Borough Council regarding the parking problems in Mare Lane and the condition of the car park opposite the White Horse. The car park opposite the White Horse has now had scalplings laid to even out the surface. Regarding the parking area for the bungalows behind the village hall, the land is owned by Lamberts therefore Waverley state they aren't responsible for providing parking. Mr Dwyer has asked them to check back through records relating to agreed maintenance and access for the bungalows when they were built. The parish council has obtained quotes for providing parking surface on the verges in Mare Lane. Surrey CC had a small amount of funding but would also be looking for Waverley and possibly the parish council to support that work. Mr Dwyer was waiting to hear from Cllr Young whether the application had

been successful and would then speak to Waverley. There was also the potential for funding for vegetation clearance via a localism scheme.

- 18/036 Matters relating to Hascombe Woodyard**  
This item was discussed in agenda item 18/030.
- 18/037 Internal Audit Report**  
The Internal Audit Report was reviewed and noted. It was noted that insurance cover for Officials' Indemnity and Libel and Slander were included in the policy renewal schedule.
- 18/038 Adoption of the accounts and balance sheet for the year ending 31.3.18**
- a) The Annual Governance Statement had been circulated prior to the meeting. The council gave authority for the Clerk and the Chairman to sign the statement as approved.
  - b) The Accounting Statements had been circulated prior to the meeting. The council gave authority for the Responsible Financial Officer and the Chairman to sign the statement as approved.
  - c) The Certificate of Exemption was completed and signed by the Responsible Financial Officer and the Chairman.
- The Annual Internal Audit Report, Annual Governance Statement, Annual Accounting Statements, an analysis of variances and the bank reconciliation and the period for the exercise of public rights would be published on the parish council's website before 2<sup>nd</sup> July.
- 18/039 Henry Smith Charity**  
The Balance Sheet for Hascombe's Henry Smith Charity for the year ended 31.12.17, as circulated, was approved by the council and signed by the Chairman as approved.
- 18/040 Risk Register**  
The parish council's Risk Register was reviewed and approved.
- 18/041 General Data Protection Regulations**  
The Clerk advised that there would not be a requirement for parish councils to appoint a data protection officer following an amendment to the draft legislation. Although SSALC were still advising this would be good practice, it was agreed that as the parish council holds no sensitive data, this would not be necessary.
- A Privacy Notice, General Privacy Policy and Privacy Policy for Staff and Councillors had been circulated prior to the meeting and were approved without amendment. They would be posted on the website. Further policies would be required, although the Clerk was awaiting model versions to become available.
- 18/042 Planning**
- a) Local Plan Update. Local Plan Part 2 was about to go out for consultation.

Clerk

- b) Issues relating to Dunsfold Park. The application for a 1800 houses at Dunsfold Park had been approved by the Secretary of State following a public inquiry.
- c) To receive list of Planning Applications for information of recent decisions made by WBC.

WA/2018/0563 Erection of single storey rear extension and infilling of existing porch following demolition of existing conservatory. 1 Millpond Cottages, The Street. **Full permission.**

WA/2018/0351 Erection of extensions and alterations following demolition of existing extension. Lower House, Church Road. **Full Permission.**

WA/2018/0028 Change of use from equestrian and storage to residential to provide additional floor space to the existing dwelling along with alterations to elevations. Upper House Farm Stables, Church Road. **Full permission.**

- d) To consider all new Planning Applications

WA/2018/0674 Change of use of land and construction of a sand school together with associated works for private equestrian purposes. Land between Hascombe Road and Thorncombe Street. **No comment.**

**18/043**

**Correspondence**

The new owners of Lamberts had written to advise that they were happy for part of their land to continue to be used as part of the cricket pitch outfield and the village's playing field.

**18/044**

**Items for information or inclusion on a future agenda**

Revised Standing Orders would be considered at the next meeting.

**18/045**

**General Matters**

A member of the public asked whether the parish council had considered installing dog waste bins at the pond. This had been considered previously and it had been agreed not to install dog waste bins.

The owner of the White Horse advised the parish council that despite requests that the church do not book weddings, baptisms or funerals at lunchtimes as space was required in the pub car park for customers, Revd Dr White was continuing to book services at these times. The parish council was advised that the church may be denied access to the pub car park completely with the erection of a barrier, if the situation continued.

The grit bin outside the White Horse was missing. This would be reported to Highways.

**18/046**

**Next meeting**

Monday 23rd July 7.00pm, Hascombe Village Hall

Clerk

T Dwyer

**There being no further business, the Chairman closed the meeting at 21:00.**

