

HASCOMBE PARISH COUNCIL

MEETING MINUTES of Hascombe Parish Council Annual Meeting held on **Monday 14th July 2014** in Hascombe Village Hall, Mare Lane, Hascombe at 7.00pm

Attendees: Mr C Orange – Chairman
Mr P Lye – Vice Chairman
Mrs S Jeffrey – Member
Mr K Kingham - Member
Mrs S Sullivan – Member
Mrs B Weddell – Clerk

PC Steve Baldwin , Neighbourhood Specialist Officer and PSCO Philip Snow (part) and one member of the public were in attendance

Apologies: Apologies had been received from Mr Richard Gates and Mr Maurice Byham, Waverley Borough Councillors and Mrs Victoria Young, Surrey County Councillor

14/067 **Declarations of Interests**
Mrs Sullivan declared a pecuniary interest in planning application WA/2014/1098.

14/068 **Minutes**
The minutes of the meeting of the Parish Council held on 19th May 2014 minute 14/044 to 14/066, as circulated, were approved and signed by the Chairman as a correct record.

14/069 **Clerk's Report**
The Clerk reported that a VAT refund claim form had been submitted to HMRC.

The Clerk confirmed that members had reviewed their Registers of Interests and there were no amendments or updates required.

14/070 **Chairman's Report**
The Chairman reported that Mr Lye would be the parish council representative on the Surrey County Council Cranleigh and Eastern Villages Task Group for the ensuing year.

The Chairman queried whether S.106 funding could be used for copying and cataloguing the Hascombe archives, which the Clerk advised would not be possible. It was resolved that Mrs Sullivan would apply for Heritage Lottery funding and liaise with Sally Davis regarding the Friends of Hascombe archive files.

14/071 **Risk Assessment**
Members reviewed the risks and noted that there were no issues of risk identified to be addressed. Regarding whether to proceed with a deep water risk assessment for the pond, the Clerk advised that Dunsfold Parish Council do not carry out such assessments. It was agreed that the water in Hascombe pond is just 2ft deep at the edges and it was considered that no notices or action is required. A section regarding the pond will be added to the Risk Register.

14/072 **Highways, Bridlepaths & Footpaths**
• Mrs Jeffrey had contacted James Browne, SCC Rights of Way Officer requesting that Hascombe's footpaths be cleared before the summer holidays as many of them are now impassable. She had yet to receive a reply

ACTION

Mrs Sullivan

Mr Orange/
Clerk

and it was agreed that SCC Cllr Victoria Young would be copied on future emails.

- The Chairman advised that Markwick Lane is now on SCC's programme for resurfacing but only from Godalming Road to Mare Lane. He had written further asking for the whole length to be considered, along with Mare Lane.
- It was noted that a lot of trees had long branches left hanging after being knocked by high vehicles and residents were urged to report these to SCC Highways.
- The Chairman had attended Rights of Way training session, which was very helpful. Every parish should have a map of footpaths and the Clerk would ask Surrey CC for copies. There would also be new mapping software available at the beginning of next year. There had been a call for volunteer path wardens and the Chairman would find out more about the role and put something in the parish magazine and email newsletter suggesting that anyone interested may like to volunteer.

Clerk

Mr Orange

14/073

Defibrillator

Mr Orange and Mr Kingham were delegated responsibility to have the AED in place before the next meeting. If the White Horse are reluctant to put the AED on the wall next to the post box as previously agreed, then another location will be considered. Once the cabinet is in position, the AED can be registered.

Mr Orange/
Mr Kingham

14/074

Crime, Neighbourhood Watch and Speedwatch

Mark Bratt had kindly volunteered to take over from Dennis Evans as the Speedwatch coordinator and speed watch sessions would resume in the near future.

The Clerk will circulate an email regarding the new Dog laws.

Clerk

PCSO Philip Snow reported recent crimes and incidents in the Hascombe area. A vehicle was stopped in Hascombe and the occupants found to be in possession of cannabis and issued with a penalty notice. There had been criminal damage at Winkworth Arboretum involving a broken lock and forced hasp at the back entrance. There were no witnesses and police are now regularly patrolling the area. There had been two road traffic accidents outside the White Horse, the first involving a lorry transporting a prefabricated building which collided with a Renault Cleo. (It was noted that the Unsuitable for HGVs sign at the junction with the A281 had been turned round and the Chairman would report this to SCC Highways.) Another RTA at the same location involved a horse and cart and Landrover. The horse, which had bolted, sadly died. There had been a spate of fly tipping at the Hascombe end of Lodkin Hill and residents were urged to report fly tipping in progress to the Police on 101 or after the event to Waverley who were responsible for clearing up. On a lighter note, the Police had received numerous reports about a strange flying object over Hydestile, which turned out to be six acres of netting that had been picked up by a mini whirlwind. Videos can be seen on You Tube by searching 'weird weather over Surrey'.

14/075

Communications

The Clerk had completely remade the website using new software. Tony Kerby had offered to set up a Facebook Group for village news and events and it was agreed this was an excellent idea and the Clerk would let Tony know that the parish council would be pleased for him to go ahead.

Clerk

14/076

Neighbourhood Plan Update

The Clerk advised that the Neighbourhood Plan Area Designation was approved at the Waverley Executive meeting in July. The Clerk would go ahead and apply for the Locality grant and arrange for Chris Bowden to give a presentation to

Clerk

which all interested parties would be invited. Regarding a review of the Hascombe Conservation Area, Waverley had confirmed that it would be several years before they carry out a review at Hascombe. Surrey County Council had provided heritage information, which was handed to Mrs Sullivan.

14/077	Back-Up Generator for the Village Hall Mr Kingham had obtained a couple of quotes and a generator suitable for running facilities at the Village Hall would cost in the region of £3500. He would now investigate availability of grant funding.	Mr Kingham
14/078	Standing Orders The new Model Standing Orders had been circulated prior to the meeting. Responsibility was delegated to the Chairman and the Clerk to finalise the document. The Clerk would circulate the final document and publish on the website.	Clerk/Mr Orange
14/079	Financial Regulations The new Model Financial Regulations had been circulated prior to the meeting. It was noted that bank reconciliations needed to be signed off by a member other than the Chairman. It was resolved that any expenditure over £1000 would require two estimates.	Clerk
14/080	Cricket Pitch – update on application for S.106 funding Mr Kingham would speak to Matt Lank at Waverley to explain the situation regarding the cost of the work being much less than the true value. It was agreed that the parish council would pay the costs incurred and then reclaim from the S.106. The Clerk and the Chairman were authorised to make the payment via BACS upon receipt of the invoice.	Mr Kingham Clerk/Mr Orange
14/081	Clerk's Pay Review It was agreed that the Clerk's pay would be increased to £12.50 per hour for the year ending March 2015.	
14/082	Financial Report The financial Report had been circulated prior to the meeting. There was no unexpected out of budget expenditure.	
14/083	Accounts for Payment Payments were approved. The attached Order for Payments was signed by the Chairman, one Councillor and the Clerk.	
14/084	Planning a) Report on planning issues Waverley BC were expected to consult on the Local Plan Part 1 during August. The Chairman had submitted comments in relation to the SCC Draft Transport Plan and had received an email stating that these would be addressed in the consultation draft. The Chairman had written to Jeremy Hunt MP concerning plans to change flight paths for Farnborough Airport. It was noted that the current Gatwick Airspace Consultation had no impact on Hascombe. b) Issues relating to Dunsfold Park. There was nothing to report.	

c) To receive list of Planning Applications for information of recent decisions made by WBC

WA/2014/0889 Erection of extensions following demolition of existing conservatory and lean to. 13 Mare Lane, Hascombe. **Full permission**

WA/2014/0734 Erection of a single storey extension. Brook House **Full Permission**

WA/2014/0722 Alterations to glasshouse. The Barn, Godalming Road, Loxhill **Invalid**

WA/2014/0703 Erection of extension and alterations together with construction of a pitched roof. Church Cottage, Church Road. **Full permission.**

WA/2014/0366 Change of use of land for keeping horses, formation of access, erection of stables. Land Adjoining Lydia Park. **Full permission.**

d) To consider all new Planning Applications

After full consideration of the planning applications, the Parish Council resolved to respond as follows:

WA/2014/1188. Erection of a detached garage following demolition of existing garage. Hascombe Grange Cottage. Paperwork had not yet come through for this application and it was agreed the Chairman and Mrs Sullivan would consider the application and advise whether the parish council should meet to consider a response.

Mr Orange/
Mrs Sullivan

WA/2014/1098 Alterations to glasshouse. The Barn, Godalming Road
No objection

WA/2014/1154 Erection of extensions and alterations to building. The Woodyard, Church Road. It was agreed that the parish council would write to Cllr Richard Gates requesting this application be called to the Eastern Planning Committee. Responsibility was delegated to The Chairman and Mr Lye to draft a letter of **objection** based on the comments for previous similar applications.

Mr Lye/ Mr
Orange

WA/2014/1133 Erection of extensions and alterations following demolition of existing garage. Elm Cottage, The Street. Responsibility was delegated to the Chairman and Mrs Sullivan to draft a response based on planning grounds.

Mr Orange/
Mrs Sullivan

14/085

Correspondence

A resident had written regarding the need for a replacement fence on the boundary of a council owned property following recent storms. This had been passed on to Cllrs Byham and Gates who had taken it up.

Residents had received letters from Surrey Superfast Broadband. The Parish Council could not confirm the completion date, although the Superfast Surrey website is stating the end of the year.

14/086

General Matters

The next Waverley Towns and Parishes meeting would be held on Monday 28th July.

Mr Lye advised that he is regularly spraying the Japanese Knotweed by the pond with Roundup.

14/087

Next meeting

The next Parish Council meeting would be held in September, date to be confirmed.

There being no further business, the Chairman closed the meeting at 21:15.

Hascombe Parish Council

Schedule of receipts and order for payments for July 2014

To be approved under Agenda item 18 at the Parish Council meeting on 14.7.14

RECEIPTS

Payer:	Detail:	Amount:
		£
	Total	£ 0.00

PAYMENTS

Payee:	Detail:	Amount:
B Weddell	July pay	£ 202.24
B Weddell	August pay	£ 181.46
B Weddell	Website software (1/3 cost)	£ 32.00
	Total	£ 415.70

EXPENDITURE TO BE RATIFIED – paid since last Parish Council Meeting:

Payee:	Detail:	Amount:
M Elliott	Grasscutting (CHQ#505)	£ 540.00
	Total	£ 540.00

Total receipts £0.00
Total expenditure £955.70

Signed by Chairman: Date:

Signed by Councillor: Date:

Signed by Clerk/RFO: Date: