

## WANBOROUGH PARISH COUNCIL

**DRAFT Minutes** of the **Ordinary Parish Meeting** held on Wednesday November 24<sup>th</sup> 2021 at 7.30pm in Wanborough Village Hall.

**Meeting started 7.30pm**

**Those present:** James Henry (JH, chairman), Jean Pereira (JP), Martin Bramley (MB), Oscar de Chazal (OC), Kim Sweeting

**Apologies:** Matt Furniss (MF), Tony Rooth (TR) and Matt Harrison (MH)

### **1. Minutes**

Minutes of the previous meeting on 8<sup>th</sup> September 2021 were agreed as an accurate record and approved by all. The minutes were signed accordingly by the chairman.

### **2. Matters arising**

None that are not otherwise on the agenda.

### **3. Co-option of new councillor**

The chairman confirmed that the process to fill a casual vacancy had been properly carried out in accordance with the guidance from GBC. JH proposed that OC be co-opted to WPC; this was seconded by MB and agreed unanimously. OC signed his “declaration of acceptance of office” and completed a register of interest form. JH stated that the WPC website would be updated with OC’s details and photo. It was further agreed that, going forward, OC would take the lead for WPC on all local planning and enforcement issues.

### **4. Update from SCC & GBC**

JH said that he had spoken to MF in the previous week. JH had thanked SCC for excellent recent verge cutting works on many local roads. MF had stated that the extended A31/A331 road works should finish in December, having been delayed by recent rain. MF had also reported that SCC finances were now back in good shape with above recommended level of reserves.

A written report from TR was presented as follows:

#### a) Planning and Enforcement

TR has been liaising with the service director and heads of Planning and Enforcement services to arrange a meeting with WPC and other parish councils to discuss current issues. The officers are willing to hold such event (and possibly more than one). GBC is looking to arrange meeting(s) early in the new year and will discuss with parish councils the scope and content of the meeting(s). The issues around Wanborough Fields will be considered for the agenda.

#### b) Appeal Decision relating to the track and bunds at Lot A1 and Lot D1, Wanborough Fields, Westwood Lane

All appeals have been dismissed concerning barn, driveway, bunds and the enforcement notice has now taken effect. Compliance had been due by

16/11/21 and TR has asked the Enforcement team to visit the site to see for themselves the situation on the ground

c) Street cleaning

After enquiry, TR has been told that crews will regularly drive through the area, usually weekly, to monitor the level of litter and leaf fall debris and to ensure work is carried out where needed.

d) General reporting to GBC

Officers also strongly encourage reporting from the public via the GBC website: GBC have resources for reactive work. TR asked WPC to encourage local residents to use the “report it” function on the GBC website, as this is an efficient means of alerting crews to any works required (including fly tipping and abandoned cars).

**5. Planning and enforcement updates**

JH confirmed that WPC had submitted comments as agreed on Inwood (ref 02026), West Flexford Farm (02009) and Questors (02111), although not yet showing on the website. JH said that he needed to provide more detail to GBC re the application for an advertising sign at Manor Farm Cottages.

Further to TR’s written report above, OC stated that he had been in touch with GBC’s Enforcement team to report the non-compliance with the enforcement notices served on Lots A1 and D1. OC will follow up by sending current photos of the sites.

**6. Traffic and road matters**

The clean-up work done by WPC on the large bus shelter on Guildford bound side of Hogs Back/A31 above Wanborough Hill junction was noted; JH stated that the shelter remained in relatively good condition.

JP asked for clarification of responsibility for trimming hedges next to footpaths, which was in part being done by residents. JP asked that a request be sent to SCC to repaint the missing white lines on Wanborough Hill and Westwood Lane and to repair some of the roadside reflector posts.

**7. Finances and cheques**

JH reported that no payments had been made since the last WPC meeting in September. He also confirmed that the second half of the annual precept had been received from GBC on 30/9/2021.

**8. Update on clerk recruitment**

JH said he was delighted to announce that Kim Sweeting (KS) had agreed to take on the part-time role of parish clerk to WPC from 1/12/21; JH stated that he was sure KS would be a great addition to the WPC team. JH stated that KS will be provided with the necessary IT equipment and handover files in the coming weeks, together with guidance and training as needed.

**9. Dates of next meetings**

It was agreed that the next three regular WPC meetings should be held on:

Wednesday 26<sup>th</sup> January 2022

Wednesday 23<sup>rd</sup> March 2022

Wednesday 25<sup>th</sup> May 2022

**10. Any other business**

It was noted that the deadline for any responses to the ongoing Surrey Hills AONB Boundary Review consultation process is 31 January 2022.

JH stated that after eleven years as chairman (and longer as a councillor), he was planning to stand down from WPC at the end of May 2022. JH said that over the next six months he would do his best to help find one or more local residents willing to serve as parish councillors, but it was likely that a concerted “team effort” would be needed.