

**MINUTES OF THE MEETING OF BISLEY PARISH COUNCIL
HELD ON MONDAY 9th SEPTEMBER 2019 IN THE VILLAGE HALL AT 7.00pm**

PRESENT: Cllrs M. Vaughan (Chairman), J. Clark (Vice Chairman), R. Denby, T. James, S. Moore, J. Pegg and A. Price

In attendance: Mrs. Jill Biden - Clerk/RFO to Parish Council
7 members of the public

PUBLIC PARTICIPATION

C/B/Cllr. Mansfield mentioned the meetings taking place in Chobham regarding the Fair Oaks development, the next Local Area Committee meeting on 3rd October in West End, complaints regarding the yurt in Queens Road and the yellow lining proposals. He invited the Parish Council to apply for a contribution from his members' allowance towards the cost of the proposed bus shelter work.

The Chairman of the Residents Association notified the Parish Council of the next Forum on 15th October 2019 and advised that he will work closely with the Parish Council regarding the Remembrance Sunday arrangements. B/Cllr. Alleway advised that the first Villages meeting is to be held and he is keen to see that the profiles for the 6 villages are raised. He alerted councillors to the proposed Heathrow Ultra Low Emission Zone (ULEZ) and the current national and local pavement parking campaigns.

The members of the Teas on the Rec Committee reported back on their 9th successful season and that they had raised over £13,600 this year. They thanked the Parish Council for its continuing support but mentioned that with the ever-increasing numbers of people attending each week there is a problem with insufficient chairs and the problem of storage for any further chairs.

PART I

1. APOLOGIES FOR ABSENCE

No apologies were received.

2. DECLARATION OF INTEREST

No interests were declared.

3. MINUTES OF MEETINGS

The minutes of the Council Meeting held on 8th July and the minutes of the Extraordinary Council Meeting held on 12th August 2019 were **APPROVED**.

4. PLANNING, HIGHWAY AND ENVIRONMENT

(a) Planning Applications – the following planning applications were considered:

19/0601 Marlin, Lucas Green Road, West End – Erection of two storey side extension, alteration to garage roof, canopy to front elevation, boundary wall to front and side elevations, alteration to fenestration and materials (following associated demolition works) and provision of a dropped kerb – it was **AGREED** that no comment be made.

19/0644 Marlin, Lucas Green Road, West End – Certificate of Lawfulness for proposed development for erection of a pool house and swimming pool within rear garden – it was **AGREED** that no comment be made.

(b) Car park adjacent to Village Hall – the estimates and ball-park figures received for the various pedestrian walkway/footpath proposals considered at the Extraordinary Meeting held on 20th May 2019 were considered and it was **AGREED** that the Parish Council will move forward with the road marking options. The Clerk is to email round to Councillors to arrange for the Parish Council to meet in the car park and consider how the car park should be marked out. The Clerk is to contact the road marking contractors to clarify terms such as midweek working, the projected length of time to do the work and if the car park is required to be closed and clean. The budget for doing the work is to be identified.

(c) Ditch work – the quotation from Nigel Jeffries Landscapes Ltd and the indicative figures provided by WJ Medhurst Ltd were considered. The quotation from Nigel Jeffries Landscapes in the total sum of £5,660.00 was **APPROVED**. The Clerk is to arrange for the work to be carried out in this financial year.

- (d) Bus shelters – the quotations received for the proposed repair/maintenance work to all 4 bus shelters together were considered. It was **AGREED** that the work should be carried out in priority order, with the bus shelter opposite the Kingsbury Court Care Home being the Parish Council's first priority. The Clerk is to strive to get 3 quotations, possibly from local builders/tradespersons, to carry out the repair and improvement work to the bus shelter opposite Kingsbury Court. In addition, an application is to be made to C/Cllr. Mansfield for consideration of a contribution from his Members' Allocation towards the cost of the work.
The Clerk is also to seek quotations for the required work to each of the remaining 3 bus shelters, this may be on an individual shelter or joint basis.
The cost of the work to the bus shelters is to be funded from available funding sources – the Clerk is to identify.

5. RECREATION

- (a) Pilgrims Way Play Space – The annual RoSPA inspection report carried out by Playsafety Ltd was considered. It was **AGREED** that:
- (i) The quotation from Wicksteed Ltd to supply and replace 3 Varnelglass floor panels to the play equipment in the sum of £807.00 + VAT be **APPROVED**. The Clerk is to arrange with Wicksteeds for the work to be carried out.
 - (ii) A schedule of checks to ensure the structural integrity of the junior and toddlers swings and the helter-skelter is to be adopted, based on guidance to be sought from Playsafety Ltd regarding the frequency of checks necessary.
- Cllr. Vaughan kindly offered to tighten the bolts on the seat as identified in the report.
- (b) Pavilion – the quotations received to carry out electrical work as discussed at the July Council Meeting were considered. The quotation from Lightwater Electrical Services in the sum of £950.00 was **APPROVED**. The Clerk is to organise for the work to be carried out as soon as possible.

Cllr. Moore retired from the meeting during consideration of item of item 5(b).

6. ADMINISTRATION / FINANCE

- (a) Remembrance Sunday – the arrangements were **AGREED**. A copy of the completed checklist will be sent to Councillors and held on file.
- (b) Teas on the Rec – following the feedback from the members of the Teas on the Rec Committee, the issues regarding the number of chairs required and the lack of storage for the chairs was **NOTED** and will be considered at a future date. Cllr. Pegg suggested that the Teas on the Rec Committee may like to approach the Scouts to possibly use the chairs that they have in the Scout Headquarters.
- (c) Safe Drive Stay Alive Surrey – a request for a donation towards the cost of this year's performances was considered but was **NOT APPROVED**. The Clerk will write to the Surrey Fire and Rescue Service's Children and Young People Team Manager and advise him of the decision.

Cllr. Price retired from the meeting.

The Parish Council **AGREED** to continue with the meeting to complete the business on the agenda (standing order 3x suspended).

- (d) Standing Orders – it was **AGREED** that Councillors will familiarise themselves with the Standing Orders and advise the Clerk if they have any issues/matters to raise by 30th September 2019. If there are issues/matters raised that require the Parish Council to consider, then a separate meeting will be called.
- (e) Financial Regulations – it was **AGREED** to adopt the latest version and that Councillors will familiarise themselves with the Standing Orders and advise the Clerk if they have any issues/matter to raise by 30th September 2019. If there are issues/matters raised that require the Parish Council to consider, then a separate meeting will be called.
- (f) Gas and Electricity Contracts – it was **AGREED** that the Clerk will enquire on the uSwitch website for the cheapest provider of energy for businesses and then switch the gas and electricity contracts to the cheapest provider.

- (g) Cuts in the County's local children's services (deferred from July Meeting) – Cllr. Denby kindly agreed to draft a letter to be send to local and national authorities and politicians advising them of the Parish Council's disappointment and concerns at the cuts in the local children's services, especially in the villages. The draft letter will then be formatted as a Parish Council letter and circulated by the Clerk for the approval of the Parish Council before being sent.
- (h) Payment of Accounts and Financial Statement - the payment of Accounts and Financial Statement were **APPROVED** and the signing of cheques authorised (Appendix A).

7. EXCLUSION OF PRESS AND PUBLIC

Under the Public Bodies (Admission to Meetings) Act 1960 Section 1(2) – likely disclosure of exempt information the Press and Public were excluded from Part II of the meeting.