

**MINUTES OF THE MEETING OF BISLEY PARISH COUNCIL
HELD ON MONDAY 13TH JANUARY 2020 IN THE VILLAGE HALL AT 7.00pm**

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

In attendance: Mrs. Jill Biden - Clerk/RFO to Parish Council
2 members of the public at the start of the meeting and a third member of the public arrived at 8.20pm

PUBLIC PARTICIPATION

A member of the public spoke in respect of item 4(b) with reference to the information that he had provided to the Parish Council regarding the ditch between 100 Queens Road and the pumping station.

The Chairman of the Residents Association spoke in respect of items 5(a) and 5(b). He advised the Parish Council that the Residents Association would be delighted if the Parish Council would consider a joint event with their next forum. He also mentioned that the Residents Association had been requested to arrange a meeting with Surrey Heath Borough Council's Head of Regulatory Services arising from the recent tree felling activity in Cedar Grove/School Close, the possibility of an access road and development of the Bisley Sportsground site.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Price.

At the discretion of the Chairman, Cllr Clark was invited to provide an update which she had received from B/C/Cllr. Mansfield covering the School Close tree felling, the drainage work being undertaken in Shaftesbury Road and the recent decision of the Planning Authority to refuse the application for the proposed Fenns Lane development.

2. DECLARATION OF INTEREST

Cllr. Clark declared a pecuniary interest in item 5(c) Bisley Consolidated Charities.

3. MINUTES OF MEETINGS

The minutes of the Council Meeting held on 9th December 2019 were **APPROVED**.

The minutes of the Extraordinary Meeting held on 6th January 2020 were also **APPROVED**.

In respect of minute 4(a)(ii) of 6th January 2020, it was **AGREED** that the new non mandatory paragraph to be inserted at the end of Standing Order 3s should further include "and agreed by the majority of the Parish Council" after "If requested".

In respect of minute 4(a)(i), it was **AGREED** that the reason for Cllr. Pegg's objection to the change to Standing 3l be recorded to clarify that it was not the word change he was objecting to but that he felt that the recordings of the meeting should be retained until the Parish Council's IT Strategy has been determined.

4. PLANNING, HIGHWAY AND ENVIRONMENT

(a) Planning Applications – the following planning application was considered:

19/2224 Marlin, Lucas Green Road – Application for a Lawful Development Certificate for the proposed erection of a front garden boundary wall to a maximum height of 1m – it was **AGREED** that the Parish Council had no comment.

(b) Ditch on north side of Queens Road between 100 Queens Road and the pumping station – the email correspondence and the submission from the resident of 100 Queens Road were considered and it was **AGREED** that:

- (i)** The ditch on the north side of Queens Road, between 100 Queens Road and the pumping station, be added to the ditch cleaning schedule,
- (ii)** The Clerk is to strive to obtain 3 quotations to clear the area to enable access to the ditch and for the ditch to be cleaned.
- (iii)** The Clerk is to obtain a copy of the deeds of the adjacent land to ascertain if that reveals the ownership of the ditch.

(c) Tree survey – the quotations received from consultants were considered. It was **AGREED** that the Parish Council will look to appoint AP Arboriculture to undertake the survey of the trees on land managed by the Parish Council and provide a report in the sum of £840.00 (based on a 50/50 split between Bisley and West End Parish Councils). If there is a variation to the quotation with an increase in cost, resulting from West End Parish Council's appointing a different consultant, this will be reconsidered at a Council meeting.

If the quotation remains the same or is lower, then this does not need to come back to the Parish Council for consideration and AP Arboriculture is appointed to undertake the tree survey work.

- (d) Festive Lighting – it was **AGREED** to defer consideration of this item to enable the Clerk to obtain further information and prices.

5. **ADMINISTRATION / FINANCE**

- (a) VE Day 75 Commemorations – Cllr. Clark, the Chairman of the VE Committee, reported on actions that have been taken since the last meeting and advised that the meeting scheduled for 6th January had been postponed and rearranged for 27th January 2020. Councillors were requested to let the Committee know if there were any dignitaries that they would like to see invited to the event. The Committee is also to consider preparing articles for the next edition of Your Bisley and for future editions of the Parish magazine.
- (b) Annual Parish Assembly – it was **AGREED** that the Parish Assembly will be held on Wednesday 25th March 2020 as a joint event with the Bisley Residents Association's 29th Open Forum. The Residents Association will pay for the hire of the hall and the Parish Council will provide and pay for the refreshments.
- (c) Bisley Consolidated Charities – the appointment of Elizabeth Ward as a Trustee was **AGREED**.
- (d) Payment of Accounts and Financial Statement - the payment of Accounts and Financial Statement were **APPROVED** and the signing of cheques authorised (Appendix A).
- (e) Quarterly Bank Reconciliation and Expenditure and Income April – December 2019 – the Financial information to the end of the third quarter of 2019/20 was **NOTED**. Any queries on the financial information provided should be raised with the Clerk. The Clerk notified the Parish Council that that she had received a letter from the pavilion cleaning contractors advising of a price rise from January 2020. This can be accommodated within the budget for this year. The Clerk also updated the Parish Council on the situation regarding the electricity and gas contracts.

6. **CONSULTATIONS**

- (a) SSALC Survey 2020 – response requested by 28th February 2020 – it was **AGREED** that the Clerk will complete the survey on behalf of the Parish Council. In respect of question 9 relating to SSALC subscriptions, the Parish Council expressed an interest in a three year deal with a fixed level of subscription over that period.

7. **CORRESPONDENCE**

- (a) Letter from C/Cllr. Mary Lewis, Cabinet Member for Children, Young People and Families - the contents of the letter were considered and as it was unclear to Councillors as to what was being asked of them, it was **AGREED** that the Clerk will write back and seek clarification.
- (b) Thank you letter from the Chairman, Bisley Residents Association – **NOTED**.

The meeting closed at 9.27pm