FRENSHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held be on

Wednesday 12th January 2022 at 7.30pm.

**Parish Office and via zoom (public participation only)**

# Present

**a**Cllr Willis (Chairman) aCllr Billings

**\*** Cllr Turner-Mumford (Chair for this meeting) \*Cllr Howard

\*Cllr Lamb \*Cllr Davis

\* Mrs Audsley (Clerk)

\*Cllr Julia Potts (WBC)

 \*Cllr Brian Adams (WBC)

 aCllr Harmer (SCC)

One member of the public

**\*** = present **a** = apologies received

**86/21 Apologies**

Cllrs Billings and Willis, of which reasons were accepted and SCC Cllr. Harmer

**87/21 Disclosure of Pecuniary and Other Interests.**

To receive from members, in relation to any items included on the agenda for this meeting, disclosure of any interests which are required to be disclosed by Section 94(1) of the Local Government Act 1972; and in accordance with The Parish Councils (Model Code of Conduct) Order 2001. (2012)

None.

**88/21 Approval of Council Minutes**

To note and approve (previously circulated) Council minutes of 8th December 2021 and all recommendations therein.

The minutes of the Council meeting held 8th December 2021 (previously circulated) and all recommendations contained therein were approved and signed.

To note and approve Extra-Ordinary Council minutes of 5th January 2022 and all recommendations therein.

The minutes of the Extra-Ordinary Council meeting held 5th January 2022 and all recommendations contained therein were approved and signed.

**89/21 Questions from Members of the Public**

None

**90/21 To approve Planning and Highways comments**

To note and approve (previously circulated) minutes within the Council meeting of the 8th December 2021 and all recommendations contained therein.

The minutes of the planning applications discussed on 8th December 2021 (previously circulated) and all recommendations contained therein were approved and signed.

To note and approve (previously circulated) planning response submitted under the Scheme of Delegation on 5th January 2022 and all recommendations contained therein.

The Planning Comments formed under the Scheme of Delegation on 5th January 2021 (previously circulated) and all recommendations contained therein were approved and signed.

**91/1 Reports : Surrey County Councillor and Waverley Borough Councillors**

Cllr Potts gave an update outlining the Local Plan Part 2 (LPP2) had been submitted to the Planning Expectorate and when details of timetable become available Cllr Potts will communicate.

The Boundary Review Commission are continuing to work with WBC on any ward change proposals.

The next meeting in February will look at approving WBC budget for next year.

Cllr Adams commented on the proposed AONB Review consultation and asked if FPC were going to respond, of which FPC confirmed that had drafted a response ready for circulation and approval at the next Planning Committee. Cllr Adams confirmed that changes within planning were still a work in progress. WBC has been looking at green space proposals, the latest being a Tree and Woodland Policy and Action Plan.

The grant for private home charging is due to finish at the end of March, with currently a 75% offer.

**92/1 Finance Matters**

1. To review and sign bank reconciliation accounts for year to December 2021 (previously circulated)

The council reviewed and approved the bank reconciliation to December 2021.

1. To approve and sign list of cheques and other payment for December 2021 (previously circulated)

The council noted and approved the list of payments previously circulated consisting of 18 transactions totalling £8,315.02.

1. To note budget vs expenditure to date (previously circulated)

The budget vs expenditure to date was noted.

1. To note successful members allocation bid for Covid memorial bench and Parish Office sign.

The Clerk noted and thanked Cllr Harmer for £710.00 towards the memorial bench and office sign.

1. To note quotation and recommendations for replacement muck work on office roof to secure tiles.

To date only one quotation had been received. Due to the extreme nature and urgency of the work it was agreed that in line with the Financial Regulations, the Clerk would be responsible for choosing the contractor under the Scheme of Delegation with the Chair’s approval to carry out the works under £5,000.

1. To consider applying for multi-pay card as per Auditor’s recommendations for office purchases to aid VAT recovery.

It was agreed by all those present to apply for a multi-pay card with a maximum spend of £500. All expenditure will be made in accordance with Standing Orders and Financial Regulations with prior approval from the Full Council or Chairman.

The Clerk will complete the application process with the existing bank signatories.

1. To agree quotation for £150.00 Sakura Tree Services to chip and remove output from Shortfield Common working parties.

It was agreed by all those present to accept the quotation from Sakura Tree Services.

1. To note expenditure made under the Scheme of Delegation
* Tree works quotation for removing deadwood around Oak (819) and to remove decayed Sycamore tree (820) in the gym area/roadside as per the recommendations of the recent tree survey for £700.00 by Sakura Tree Services.
* To note expenditure of £42.90 for TV stand in office for remote meetings.
* Boiler in club house insurance addition of £478.40

**93/21 To agree and sign (previously circulated) Grant agreement for treescapes fund between Surrey County Council and Frensham Parish Council.**

The agreement was noted and approved by those present. The Clerk to sign and return.

**94/21 Councillor Updates – To receive updates if any relating to Cllr Lead Responsibilities – Headlines only**

* Sean Willis – Chair, Open Spaces

The first working party of the year took place, with more achieved than anticipated given the weather. The next party is due to take place on 22nd January.

* Malc Billings – Hollowdene Recreation Ground, Finance
* Sharon Turner-Mumford – Planning and Highways

Cllr Turner-Mumford advised there was a Western Villages meeting due to take place with the Head of Planning on 24th January to discuss planning concerns, although Frensham has a good relationship with WBC and no immediate concerns.

* Adrian Lamb – Planning and Highways, Village Design Statement

Cllr Lamb confirmed no update at this current time.

* Paul Howard – Communications

Cllr Howard presented a planned approach and suggested possible articles for the Spring newsletter. He would arrange software training in the next couple of months. In the interim, all to consider writing up their articles.

* John Davis – Trees

Cllr Davis confirmed the tree survey had been completed. The SCC funded trees were due for arrival within the next week or two and planned working parties to plant would be set up in due course.

**95/21 To note and review (previously circulated) policies**

Standing Orders

The Standing Orders were noted and approved by all those present.

Financial Regulations

The Financial Regulations were noted and approved by all those present.

**96/21 To consider designs (previously circulated) for Parish Office sign**

The Clerk presented some proposals for the new office signage. One design was favoured. The Clerk to request examples in different colourways in order to present and approval at a future date.

**97/21 Items for the next agenda**