FRENSHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held be on

Wednesday 13th April 2022 at 7.30pm.

**Parish Office and via zoom**

# Present

**\***Cllr Willis (Chairman) \*Cllr Billings

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

\*Cllr Lamb \*Cllr Davis

\*Cllr Pickering

\* Mrs Audsley (Clerk)

\*Cllr Julia Potts (WBC)

\*Cllr Harmer (SCC)

One member of the public

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

**114/21 Apologies**

None.

**115/21 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)

**116/21** **Approval of Council Minutes**

To note and approve (previously circulated) Council minutes of 16th March 2022 and all recommendations therein.

The minutes of the Council meeting held 16th March 2022 and all recommendations contained therein were approved and signed.

**117/21 To approve Planning and Highways comments**

To note and approve (previously circulated) minutes of the 30th of March 2022 and all recommendations contained therein.

The minutes of the planning applications discussed on 30th March 2022 (previously circulated) and all recommendations contained therein were approved and signed.

**118/21 Questions from Members of the Public**

None.

**119/21 Reports: Surrey County Councillor and Waverley Borough Councillors**

Cllr Potts confirmed that she was following up public enquiries with the relevant department in relation to More House School application WA/2022/00740.

There is an emergency Enforcement Officer available over the bank holiday period. Any suspicious activities to contact Cllr Potts directly who will escalate. Similarly, she is in touch with WBC for any issues around Frensham Pond.

Cllr Potts confirmed there would be a By-Election on Thursday 12th May 2022 to recruit Cllr Adams post. Applicant details can be found on WBC website.

Cllr Harmer gave an overview of changes at local committee level and the need to form relationships with Farnham counterparts. Clerk to invite to the next meeting of the Western Villages.

**120/21 Hollowdene Recreation Ground**

* + 1. To review and agree (previously circulated) recreation ground signage

Cllr Billings gave a presentation overview of the proposed structure for small group activities on the rec for 10 or less individuals. These would now be free of charge, but subject to permission from the Council and all necessary insurance, certifications. For groups of 10 + these would be considered on a case-by-case basis.

Signage to this affect will be produced and placed at each gateway to the recreation ground.

* + 1. To review Bund extension plans

FPC are aware of increased parking congestion around Shortfield Common Road, particularly during matches and general summer months when visitors to the area increases.

To mitigate this, consideration has been given to define the bund area to support additional parking whilst ensuring no encroachment to the rest of the recreation ground. Realistically, the area available would only be able to accommodate around 23 cars. The short-term solution would be to install posts; however, this is not budgeted. After consideration, FPC agreed that a short-term solution is not the best use of funds at this time and would consider at a later time for a robust cost-effective solution in conjunction with Hollowdene car park surfacing as a whole and look to accrue funding opportunities as a longer-term project.

**121/21 Councillor Updates – To receive updates if any relating to Cllr Lead Responsibilities – Headlines only**

* Sean Willis – Chair, Open Spaces

Cllr Willis gave an update on the recent working parties. A community litter pick is scheduled for Saturday 30th April 10am at Hollowdene Recreation Ground. The local Guides group has been contacted to undertake with the use of FPC equipment around the Ponds.

* Malc Billings – Hollowdene Recreation Ground, Finance

Cllr Billings gave an update on when the clubs fixtures were commencing.

* Sharon Turner-Mumford – Planning and Highways

No further update currently.

* Adrian Lamb – Planning and Highways, Village Design Statement

Cllr Lamb has updated the VDS draft with questions and up to date legislation. An internal meeting will take place to review and update a final draft in readiness for public consultation

* Paul Howard – Communications

Cllr Howard recently undertook Canva training. Content now agreed and due to Cllr Howard by 27th April.

* John Davis – Trees

Cllr Davis gave an update on the tree planting of 100 whips and 4 trees around the recreation ground on 19th March. There are 6 trees left to plant. Cllrs Davis, Willis, Pickering and Billings will meet to determine the best place to plant the remaining trees with a view to planting on the afternoon of 30th April.

**122/21 Finance Matters**

1. To review and sign bank reconciliation accounts for year to March 2022 (previously circulated)

The council reviewed and approved the bank reconciliation to March 2022.

1. To approve and sign list of cheques and other payment for March 2022 (previously circulated)

The council noted and approved the list of payments previously circulated consisting of 20 transactions totalling £84,996.19.

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

The budget vs expenditure to date was noted.

1. To note VAT, reclaim 1st October 2021 - 28th February 2022

The Clerk noted receipt of the VAT reclaim for the above period totalling £938.90.

1. To note auditor report and recommendations (previously circulated)

The auditor’s report was noted by all those present.

**123/21 To note and review (previously circulated) Licencing Application for Holly Bush pub.**

FPC has no objection to the proposed 9.00am start times, however it would recommend that the licensing committee request consideration that both licensed premises of The Holly Bush and Royal British Legion agree to the same closure time over the New Year period for consistency to provide less disruption to neighbouring residential properties.

**124/21 To note renewal of insurance cover.**

The insurance cover commencing April 2022 was noted. This is the last year of a three-year long-term agreement and providers would be reviewed in September for April 2023 cover.

**125/21 To agree (previously circulated) Parish Office sign**

It was agreed the sign would be the same RAL green as bund signage with the font colour and design as option 1.

**126/21 Annual Assembly**

To confirm agenda and refreshment arrangements for the Annual Assembly meeting on 27th April.

It was agreed due to infectious levels of covid to keep the Assembly small on this occasion, therefore there will be two community presentations, Chairmans report and Q&A.

It was agreed to approach the shop for sale or return basis for refreshments.

**127/21 RBL Centenary and Queens Jubilee Celebrations**

To consider donation request from Royal British Legion towards commemorative booklets.

FPC considered the request put forward from the Royal British Legion and resolved to donate £200 upon condition that should the event fail to take place this would be returned.