FRENSHAM PARISH COUNCIL

Minutes of the Parish Council Meeting Wednesday

14th June 2023 at 7.30pm in the Parish Office

# Present

**\***Cllr Billings (Chairman) \* Cllr Pickering

**\*** Cllr Scimone aCllr Davis

\*Cllr Lamb \*Cllr Rouse

\*Cllr Rowlatt

\* Mrs Audsley (Clerk)

aCllr James Staunton (WBC)

aCllr David Munro (WBC)

\* Cllr Harmer (SCC).

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

**17/23 Apologies for absence**

 Cllr Davis of which reasons were accepted and WBCllr. Munro

**18/23 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.

**19/23 Co-Option of Councillor, Frensham**

The council considered the applications and Cllr Scimone proposed to Co-opt Ellie Rouse and Sophie Rowlatt to the council. Cllr Pickering seconded the motion and agreed by all those present by a show of hands to elect Cllrs Rouse and Rowlatt to Frensham Parish Council.

**20/23 Questions from Members of Public**

None

**21/23 Approval of Council Minutes**

To note and approve (previously circulated) Council minutes of 17th May 2023 and all recommendations therein.

The minutes of the council meeting of 17th May 2023 were approved and signed.

**22/23 Planning, Environment & Highways Committee.**

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| 1 | WA/2023/010464 SILVER BIRCH COTTAGES HYDE LANE CHURT FARNHAM GU10 2LP | Alterations to existing garage and erection of a roof extension including dormer windows to provide habitable accommodation; erection of an outbuilding.**FPC are aware the proposal probably contradicts RD2, however if mindful to approve, we would request a condition that this remains as storage and ancillary to the main dwelling.** |
| 2 | WA/2023/01044PINE TREES GRANGE ROAD TILFORD FARNHAM GU10 2DG | Erection of a rear extension and alterations including demolition of greenhouse storeroom and potting shed (revision of wa/2022/02127).**FPC has no objection** |
| 3 | WA/2023/01171HYDE ORCHARDSHYDE LANECHURTFARNHAMGU10 2LP | Erection of an agricultural building.**FPC has no objection subject to it remaining an agricultural dwelling.** |
| 4 | WA/2023/01153THE LIME HOUSELOWICKS ROADRUSHMOORFARNHAMGU10 2EY | Use of existing outbuilding to an independent dwelling with associated parking and landscaping.FPC object on the following grounds **a. Residential would not appear to be established on the basis of the applicant’s reference to 'furniture storage'****b - sets a precedent within the area****c - should remain ancillary to the main house if consent granted****d - should be returned to the presumed original storage, particularly as they have not complied with the original consent.****e - The application is misleading as it was a temporary application in the first instance.****f - Contrary to Greenbelt Policy** |

**24/23 To note and comment on consultation for Surrey County Council’s revised Local List for application validation. This consists of four documents: an introduction and three annexes covering Mineral, Waste and County Development (Regulation 3) applications validation requirements.**

It was agreed by all those present that FPC had nothing to add and therefore would not be completing any consultation.

**25/23 Reports : Surrey County Councillor and Waverley Borough Councillors**

Cllr Harmer gave an update on current issues including road conditions.

Cllr Billings raised concerns around the flooding on Fifield Lane and the state of the road. Cllr Harmer suggested contacting the lead Maintenance Engineer to conduct a site visit with Cllr Billings and the affected homeowner.

**26/23 Annual Governance and Accountability Return for year ended 31st March 2023**

1. The Annual Governance Statement for inclusion in the Annual Governance and Accountability Return for the year ended 31st March 2023 was reviewed, approved and signed.

b. The Accounting Statements 2022/23 for inclusion in the Annual Governance and Accountability Return for the year ended 31st March 2023 was reviewed, approved and signed.

c. The bank reconciliation and explanation of account variances to be submitted to the External Auditors with the Annual Governance and Accountability Return for the year ended 31st March 2023 was reviewed and approved.

d. The Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return was agreed with dates to commence Monday 19th June 2023 ending on Friday 28th July 2023.

**27/23 Finance Matters**

1. To review and sign bank reconciliation accounts for year to April 2023 (previously circulated)

The council reviewed and approved the bank reconciliation to April 2023.

1. To approve and sign list of cheques and other payment for May 2023 (previously circulated)

The council noted and approved the list of payments previously circulated consisting of 19 transactions totalling £6,486.86

1. To review and sign bank reconciliation accounts for year to May 2023 (previously circulated)

The council reviewed and approved the bank reconciliation to May 2023.

1. To appoint and approve quotation for Lightatouch Audit Services for 2023/24.

The council reviewed and agreed to appoint Lightatouch Audit services for 2023/24.

1. To note expenditure made outside of meeting but in accordance with Standing Orders.
	* + Commons Register and Map purchase for £30.00
		+ Safety Label for gym rower for £28.98

**28/23 To seek approval to purchase defibrillator pads**

It was agreed by all those present that the Clerk could purchase two sets of defibrillator pads for those due to expire in August.

**29/23 Approval of Hollowdene Users Group (HUG) Minutes**

To note and approve (previously circulated) HUG minutes of 7th June 2023 and all recommendations therein.

 The minutes of the HUG of 7th June were approved.

**30/23 To note and comment on Farnborough Airport Change Proposal**

It was agreed the Clerk would contact Tilford and Churt for an update on their discussions and would write a letter of support.

**31/23 To consider corresponding with National Trust on local issues and responsibilities around Frensham Little Pond.**

It was agreed for the Clerk to write to the NT to express concern over the management of the little pond in order to protect the area. The Clerk to circulate the draft for comment and review.

**32/23 To recommend reinstruction of Heald Nickinson and Lewis Chartered Surveyors for Parish Council works.**

It was agreed by all those present to instruct/reinstruct Heald Nickinson and Lewis Chartered Surveyors.

**33/23 To recommend appointing Cllr Billings to all council committees to ensure enough for quorum purposes.**

It was agreed by those present to appoint Cllr Billings to committees as a fall back for quorum purposes. Once the new councillors have established interest, they will be appointed to committees.

**34/23 Climate Emergency**

Cllr Scimone gave an overview of why she believed the council should declare an emergency. It was decided that more information should be sought before any decision made, however in the first instance the council agreed to set up a ‘Sustainability and Climate working party’ headed by Cllr Scimone with Cllrs Rouse and Rowlatt as members to form an action plan to look at environment, climate and sustainability and how this can be embedded into climate change.

Members to meet with current committee chairs for an overview of how existing actions/decisions can be brought together under one umbrella.

**35/23 Process and Template of current and proposed council projects and process**

Cllr Billings gave an overview of the proposed process for consideration of projects. It was agreed that each member would put forward their proposals to the Clerk in readiness for the next meeting whereby the council could collectively decide which projects to be considered and formulate and ongoing strategy. Cllr Billings to circulate the template to all.

**36/23 Items for the next agenda**

Councillors are reminded that they should be prepared, when requesting an item for the next agenda, to provide and circulate relevant paperwork outlining their item prior to the meeting, in accordance with Standing Orders.

Meeting ended at: 9.35pm