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**Minutes of the East Clandon Parish Council Meeting held in the Village Hall on Wednesday, 2<sup>nd</sup> May 2018 at 7.00pm.**

**Present** Sibylla Tindale (Chair), James Eves, Ian Peacock, Clare Goodall, Al Mundy.  
**In Attendance** Alyson Blackwell (parish clerk), GBC Cllr Reeves (part meeting), SCC Cllr Iles (part meeting), 9 Local Residents.

<b>18/38</b>	<b>Apologies for Absence</b> – GBC Cllr Jenny Wicks, GBC Cllr Matthew Sarti.	
<b>18/39</b>	<b>Disclosures of Interest</b> – Sibylla Tindale declared to refrain from discussion for planning application 18/P/00592 for Cherry Trees as a Patron.	
<b>18/40</b>	<b>Minutes of the Previous Meeting 4<sup>th</sup> April 2018</b> - The Minutes were signed by the Chair as a true record.	
<b>18/41</b>	<p><b>Matters Arising</b> – not dealt with below as separate agenda items:  <u>Item 18/75 Register of interest form</u> – Closed item, form completed by James Eves.  <u>Item 17/65d.) Review of garden contract</u> – Thanks were extended to Jim Bacon for all his great work in maintaining the open spaces in the Village. Propose to hold a ceremony in May to thank Jim and to plant an oak tree with a plaque. Garden contract put out to tender, received 4 expressions of interest. Awarded contract to Groomed Gardens. James Eves overseeing as Lead for open spaces.  <u>Item 17/82 Play Strategy</u>- Carry forward replacement unit for football net. Quotes received to replace tennis court fence for £3.5K. Concurrent functions grant approved for matched funding to replace fencing. To reviewing potential for other grants.  <u>Item 18/05 Back Lane Pond</u> - On-going, awaiting quotes for the works to dredge and de-sludge the pond.  <u>Item 18/17 Churchyard Trees and War Memorial</u> - Tree works completed by the Memorial and Churchyard. Thanks, extended to FROST for £1,015 towards the tree works/ part funding of War Memorial inscriptions. Grant application submitted to the War Memorials Trust for the remaining funds. Permission given to incise the names on the memorial in situ, provisional date arranged for end of June 2018. Project kindly being overseen by Roger Nickolds.  <u>Item 18/23d.) Sawpit Lane</u> – Closed item, following complaint received from Local Resident that it had not been maintained for 20 years. SCC confirmed repair works on list of jobs for 2018/19.  <u>Item 18/23e.) Traveller Incursions</u> – Circulated GBC presentation to Cllrs. Agreed Chair to be the lead Cllr. Agreed to have a contact list and action plan in the event of need.  <u>Item 18/23h.) Cleaning of Village Benches</u> – Closed item, approved quote received from Ian Palmer to clean and treat 9 benches for £308.50. Ian Peacock agreed to arrange a generator on the day for the works. Ray Corstin informed has the staining for the 2 new benches.</p>	<p><b>ST</b></p> <p><b>JE</b></p> <p><b>JE/ST</b></p> <p><b>JE</b></p> <p><b>RN</b></p> <p><b>PC/ST</b></p>

	<u>Item 18/33 General Data Protection Regulations</u> – Agreed to have a session at the next meeting and to agree a storage plan. Al Mundy agreed to do a proposal for the next meeting and an action plan. Need to have a policy in place.	<b>AM</b>
<b>18/42</b>	<b>Risk Assessments</b> Risk assessments completed for play ground and tennis court. Outstanding risk assessments to be carried out.	<b>ST/CG AM</b>
<b>18/43</b>	<b>Financial Matters</b> a.) Financial reports – cheques paid out/monies received to current account – report for April to be sent to Cllrs on completion of audit. Cheques signed. b.) Approval and acceptance of un-audited draft accounts – For year ended 31 March 2018. Accounts approved subject to internal and external audit. Year end balance of £11,734 reconciled to bank account. Accounts to be presented at Annual Meeting. c.) Section 1 – Annual governance statement 2017/18 - Approved and signed by Chair and Clerk d.) Review of Annual Parish Council insurance for 2018/19 – agreed to seek quotes, renewal date 1 June 2018.	<b>PC</b>
<b>18/44</b>	<b>Planning Matters</b> a.) Guildford Local Plan Examination from 5 <sup>th</sup> June 2018 – West Clandon plan to respond by 2 <sup>nd</sup> May 2018 as deadline for expression of interest and submit comments week commencing 7 <sup>th</sup> May 2018. Agreed to review comments received as a joint response with West Clandon regarding concerns about the proposed junction at Burnt Common and the impact on local roads. b.) Planning Application 18/P/00592 Cherry Trees extension and walkway – no objections.	<b>ST</b>
<b>18/45</b>	<b>Any Other Business</b> a.) Playground inspection – agreed to proceed with inspection. PC to arrange. b.) Affinity Water – Public Consultation and stakeholder forum. Cllrs to consider opportunity to attend stakeholder event 17 <sup>th</sup> May 2018 at Mandalay Hotel Guildford, 10am to 3pm. c.) Potholes and drainage – Local Resident raised concern as reported potholes to SCC Highways and advised they are fixed but the holes are still there. Enquired whether the contractors are paid per hole. SCC Cllr Julie Iles responded priority system in place, assessment made about temporary or emergency repair. Priority given where there is risk to vehicles. Increased budget following winter weather conditions, seeking further funding from Government due to pressures. Request also made to clean the gullies, not improved as drains below are blocked. Cllr Iles confirmed responsibility of Highways for surface water. Concern raised from Local Resident about the pavement disintegrating on Ripley Road, reported to SCC. d.) Community Governance Review – Agreed to request review from GBC to increase the number of elected councillors to the Parish Council from 5 to 6 Cllrs to help with demands, maintain a quorum for meetings and succession planning.	<b>PC ALL</b>
<b>18/46</b>	<b>Date of next meeting</b> – Wednesday 6 <sup>th</sup> June 2018 at 7.45pm The meeting closed at 7.45pm. Annual Meeting commenced at 8pm. <i>Alyson Blackwell – East Clandon parish clerk - 2018</i>	<b>PC</b>