

**MINUTES OF THE ORDINARY MEETING OF  
CHOBHAM PARISH COUNCIL  
HELD IN THE PARISH PAVILION, RECREATION GROUND,  
STATION ROAD, CHOBHAM, SURREY GU24 8AJ  
ON THURSDAY 30<sup>th</sup> JANUARY 2020 at 8.00pm**

**Present:** Cllr Coombs (Chairman), Cllr Mrs Beach, Cllr Green, Cllr Hanney, Cllr Moynagh, Cllr Rowbotham, Cllr Mrs Tedder and Cllr Varney

**In attendance:** Clerk - Mrs Annette Barber (minutes)  
SCCllr Goodman (part)  
BCllr McGrath  
One member of the public was present

SCCllr Goodman's report is attached as Appendix A

The Chairman agreed to move item 17 of the agenda to after item 7, to enable SCCllr Goodman to update the Parish Council on this item of business. SCCllr Goodman was unable to stay for the entire meeting.

**20/702 Apologies for absence – Cllr Brum**

**20/703** No declarations were received from members on any disclosable pecuniary interests or other interests in respect to matters being considered at the meeting.

**20/704 Minutes of the Ordinary Meetings of 28th November 2019**

It was **RESOLVED** that the Chairman signed the minutes of 28<sup>th</sup> November 2019 as a correct record.

**20/705 Public forum –** there was no participation from the public.

**20/705 Councillors' and Clerk's Reports**

- a. Members' Report –** Cllr Tedder reported she had attended the Fair Oaks Consultative Committee meeting. The majority of the noise complaints received were from one resident.
- b. Clerk's report –** The Clerk reported the Christmas tree had new lights and she had received positive feedback from residents. One of the Village Christmas motifs would not light up and may need replacing. The railings on the Leat are to be washed in April together with clearing the bottom of the Leat. The specification for maintaining the grass area of the Leat has been sent out to the maintenance contractors.
- c. Cllr Tedder –** noted the Army Cadets had done a splendid job in decorating the Christmas Tree. It was **AGREED** for the Clerk to write and thank them. The Council thanked Cllr Coombs and Cllr Brum for their help with the Christmas Tree and the general maintenance work they undertake. It was **NOTED** their hard work saved the Parish Council a great deal of money.

**20/706 Trust and Committee Meetings**

Councillors **NOTED** the decisions made since 28<sup>th</sup> November 2019:

- a. Planning Committee 26<sup>th</sup> November, 10<sup>th</sup> December, 17<sup>th</sup> December 2019 and 7<sup>th</sup> January 2020
- b. Chobham Recreation Ground Charitable 19<sup>th</sup> November and 10<sup>th</sup> December 2019

**20/707 Financial Matters**

- a. It was **RESOLVED** to approve the payments since 29th November 2019, all agreed. The payments are shown in Appendix B. It was agreed for Cllrs Green and Hanney to sign the electronic payments authorisation.
- b. The income and expenditure statement as at 31<sup>st</sup> December 2019 was **NOTED**
- c. Bank reconciliations as at 31<sup>st</sup> December 2019 were **NOTED**
- d. The balance sheet as at 31<sup>st</sup> December 2019 was **NOTED**
- e. The CIL balances were **NOTED** as follows:

Amount £	Expenditure £	Balance £	Expiry date
10,685.40	0.00	10,685.40	27 <sup>th</sup> April 2023
18,467.28	0.00	18,467.28	30 <sup>th</sup> November 2023
7,017.91	0.00	7,017.91	31 <sup>st</sup> May 2024
696.30	0.00	696.30	30 <sup>th</sup> November 2024
<b>Total £36,866.89</b>	<b>0.00</b>	<b>£36,866.89</b>	

- f. The Clerk reported the Unity Trust Bank account had been opened. It was **RESOLVED** to pay £80,000 from the Parish Council deposit account into the Unity Trust Bank account, proposed by Cllr Coombs, seconded by Cllr Moynagh, all agreed. The Council **NOTED** that the monies would have to be transferred from the HSBC deposit account to HSBC current account and then to the Unity Trust Bank. In addition, it was **NOTED** the maximum daily payment limit is £10,000, so eight transactions would have to be undertaken on consecutive days.

#### 20/708 Private Local Area Committee meetings

SCCllr Goodman reported there may be a change from having Private Local Area Committees to a Joint Committee or Partnership Board, but no decisions had been made. SCCllr Goodman noted if there was a change in format, there would still be an opportunity for Parishes to give their views. Cllr Coombs reported he found the Private Local Area Committees informative and would want the local Parishes to be involved in any new format. It was **AGREED** for the Clerk to write to the Local Area Committee, requesting the Parish Council's continual representation at Private Local Area Committee meetings.

#### 20/709 Neighbourhood Plan Update

Cllr Tedder reported the Neighbourhood Plan Steering Group had a meeting in January which was attended by a Locality Neighbourhood Planning Champion. The Steering Group was tasked with the gathering of evidence to be included in the Plan and was making progress. The Planning Champion will be attending a future meeting in March.

#### 20/710 New doorway at the Community Centre

Cllr Coombs reported the Playgroup, located at the Community Centre, had requested a new doorway to be installed from the main hall to the ladies toilets as part of their safe guarding requirements. It was **NOTED** the Council had agreed out of Council meetings, in December 2019, for the work to be completed to create the new doorway.

#### 20/711 Annual Parish Meeting

Cllr Coombs suggested the Chairman of the Museum as the guest speaker for the Annual Parish Meeting. It was **AGREED** to invite the Chairman of the Museum; the

subject being the “History of Chobham”. The date of the Annual Parish Meeting will be either 7<sup>th</sup> or 16<sup>th</sup> April 2020, the Clerk will confirm the date.

SCCllr Goodman left the meeting

**20/712 Footpath outside the Museum**

The Parish Administrator had obtained quotes for various options to address the problems with the footpath outside the Museum. The Council **AGREED** to defer this item of business until further information and quotations had been obtained.

**20/713 Brooklands Bungalow, Philpot Lane**

The Council **NOTED** Surrey County Council’s response to the encroachment of land at Brooklands Bungalow, Philpot Lane; “the resident had complied with all the work requested by the Surrey County Council Officer and no further action will be taken”.

**20/714 Lovelands Lane**

The Council **NOTED** Surrey County Council’s response to the Council’s request for cheaper alternatives to the installation of an irish ford at Lovelands Lane; “all low cost options have been implemented”.

**20/715 Village Initiative Projects Update**

**a. Zebra Crossing High Street** – The Clerk reported there were several options for upgrading the lighting on the zebra crossing:

1. To upgrade the current posts to halo beacons and to retain the spotlights would cost £5060.45
2. To renew the posts with integrated LED lighting and halo beacons would cost approximately £10,000
3. To renew the post with heritage style posts with integrated LED lighting and halo beacons. Surrey County Council are investigating whether it can source this product and its costs.

The Clerk reported option one would only increase the visibility of the crossing, option two and three would increase the visibility of the crossing and improve the illumination of the crossing. Option three would also be in keeping with the heritage style lamp posts located in the High Street.

It was **RESOLVED** to upgrade the current posts to halo beacons and to retain the spotlights (option 1), proposed by Cllr Tedder, seconded by Cllr Rowbotham, all agreed. The posts will be funded from CIL monies.

**b. Bus Shelter, Delta Road** – The Clerk confirmed Surrey County Council had given permission for the installation of a bus shelter at Delta Road, subject to:

1. The Council notifying residents of the proposed bus shelter and to consider their responses.
2. A written maintenance and liability agreement to be put in place with Surrey Heath Borough Council.
3. The precise location of the bus shelter to be determined.

The Parish Council **AGREED** to provide a bus shelter subject to the above conditions being fulfilled. The bus shelter being considered is a small metal type with a ledge seat. It would not have electricity nor would the kerb be dropped for easier access for the less abled and disabled. The bus shelter will be funded from CIL monies.

**c. Flooding Station Road** – The Clerk had chased Surrey County Council regarding the clearing of the drain on Station Road. SCCllr Goodman had not received a date for the work to be completed and was chasing this matter.

**d. Grit Bin Brick Hill** – Surrey County Council had given permission for the grit bin to be located on the verge of Windlesham Road, by Brick Hill. It was **AGREED** for

the Clerk to arrange a site visit with a Surrey County Officer, to determine the precise location.

- e. **Cultivation Licence for Leat** – the Clerk had submitted the requested information to be granted a Cultivation Licence, in order for the Parish Council to maintain the grass area by the Leat. She is waiting a reply.
- f. **Footpaths/Rights of Way** – The Planning Administrator is arranging site visits with Surrey County Council regarding the three rights of way to be repaired/cleared.
- g. **Bench at Burr Hill** – Surrey County Council have given permission for the bench to be located on the grass verge at Burr Hill Lane. Cllr Tedder agreed to contact Surrey Heath Borough Council to relocate the bench.

**20/716 Carnival Banner High Street**

The Clerk reported the Council had previously agreed to employ a professional contractor to put up and take down the overhead Carnival banner across the High Street ref 19/554.

The fixings need to be load tested and a Certificate of Structural Adequacy needs to be completed by a Structural Engineer. Further information and quotations are required. This item of business is deferred to a future meeting.

**20/717 Wildflower Seeds at Jubilee Mount**

Cllr Beach had received a request from a resident who wished to organise the sowing of native wildflower seeds at Jubilee Mount. The Council agreed in principle to the sowing of the seeds, but requested further information regarding type of mix, the method of sowing, the exact location and any costs incurred. It was **AGREED** for the Clerk to notify Surrey Wildlife Trust of the project with regards to any possible effects to the adjoining land at Chobham Common.

**20/718 Parking Restrictions in High Street**

The Council **NOTED** that the results of the parking restriction advertisements would be published soon. The views of residents were taken into consideration and it was unlikely the parking restrictions would come into force.

- 20/719 General correspondence** – The Clerk reported the Great British Spring Clean for Chobham would be taking place on 4<sup>th</sup> April 2020 at 10.00am at the Village car park. The Clerk reported the post box at Burrow Hill was taped up due to a faulty locking mechanism. The post box should be repaired in the next two weeks.

**20/720 Agenda Planning:**

Standing Orders/Financial Regulations/Publication Scheme Review  
Capital expenditure and movement in EMR

- 20/721 Date of next meeting:** 27<sup>th</sup> February 2020

**20/722 Payment of holiday pay to a member of staff**

This item of business was considered in the confidential part of the meeting. It was **RESOLVED** to pay a member of staff, who is on a zero hour contract, the holiday pay entitlement for the period of 1<sup>st</sup> July to 31<sup>st</sup> December 2019, proposed by Cllr Tedder, seconded Cllr Beach, all agreed.

- 20/723 Exclusion of the Public and Press in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960: The Council resolves to exclude the press and public from the meeting at this point prior to the**

**consideration of the following item by reason of the confidential nature of the business to be transacted.**

Approved as a correct record of the Meeting  
Cllr Mr Coombs, Chairman of Chobham Parish Council

**Signed** .....

**Date** .....

**Meeting closed 9.05pm**

## **Appendix A**

### **Cllr Mike Goodman's report January 2020**

Chobham came close to seeing properties flood for the first time for many years. The area along Old Chertsey Road in particular was affected and levels on December 20<sup>th</sup> threatened properties.

Having spoken to Annette and Les we were prepared to deliver flood defences if the levels rose any further. After intervention from SCC contractors and the rain stopping they were not required it did demonstrate the value of the Chobham Resilience plan. The problem on Old Chertsey Road is being further investigated by SCC officers.

Since the floods in Chobham in 2006 there has been considerable investment by SCC, the Environment Agency and SHBC in improving flood defences in Chobham and, whilst we cannot guarantee we will never flood, there is no doubt that these improvements have contributed to protecting Chobham.

The SCC announcement last year that they will be investing £270M in further flood defences including the river Thames is a significant step forward in protecting properties and local schemes will be developed in the coming years.

The consultation on the High Street to improve congestion and the quality of air pollution has now finished and we are reviewing the views of the residents. Residents' views will be at the centre of our decision. We are looking to confirming the way forward very soon.

We are currently reviewing the CRC operating hours and a paper is going to cabinet in April

We continue to work on Surrey's climate change strategy and this will be driven by residents, academics and scientific research. We will be launching the strategy in April.

Officers sent our tree strategy to all parishes and if you have any further comments please let us know.

SCC have published their budget for 2020/21. Having achieved savings of £200M over the last two years, mainly as a result of improving the way services are delivered, SCC announced a balanced budget for 2020/21 which sets out nearly £1bn in net revenue funding on vital services such as Adult

Social Care, Children's Services, Highways, Waste Management, maintaining the countryside, Community Safety and cultural services like libraries.

Council Tax will rise by 1.99%, helping to deliver a capital programme ambition of over £700m of new investment over the next five years. In addition, there will be the Government's 2% 'precept' for use in supporting our vulnerable adults and those in need of social care.

We will see spending of £92m on investing in 3,000 miles of road improvements, £84m on projects to improve our environment and tackle climate change including a Solar Farm, Ultra Low Emission vehicles and electrification of transport services including buses and school transport as well as a further £7m on Extra Care to deliver 725 specially adapted homes for elderly residents, to increase independence and reduce hospital admittance, £31m to provide additional places for children with Special Educational Needs and Disabilities, investing a further £70m to provide additional school places and improve school facilities across the County. We have set up £100m fund in a Community Investment Fund to regenerate High Streets and invest in local communities, working with residents, businesses and partners such as District, Borough and Parish Councils.

After over eighteen months of hard work by officers, Director of Children Services David Hill and Mary Lewis, cabinet member for Children's Services, a major milestone was reached on Surrey County Council's improvement journey in Children's Social Care. The independent Children's Commissioner for Surrey has recommended to the Minister that Surrey County Council be allowed to retain control of its children's services because he has found evidence that 'sustainable improvement is underway'. There was a presumption that the services would be removed after the 2018 inadequate judgement, so I am delighted that this positive outcome has been achieved.

Grant Shapps, Secretary of State for Transport, announced last week that the continued problems with South Western Railway has led the Government to consider renationalising the franchise currently operated by SWR. The on-going industrial action has led to poor punctuality performance and a loss last year of £137m by the company. On behalf of SCC I wrote to Grant Shapps; it is essential that Surrey and other councils are at the centre of any decision by the government, our residents rely on public transport and the service currently provided is a challenge to our residents.

## Appendix B

Page 1

**Chobham  
Parish  
Council**

**Current  
Account  
Parish**

**List of  
Payments  
made  
between  
29/11/2019  
and  
31/01/2020**

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
02/12/2019	Light Angels	19/518	1,502.90		Installation/Removal Xmas light
06/12/2019	NEST	DD	263.18		Pensions contributions Nov 19
18/12/2019	MJ Brown	19/518A	216.00		Porta-loo Dec 19
18/12/2019	Larkstel	19/519	62.40		Dog Waste Nov 19
18/12/2019	Nigel Jeffries Landscapes Ltd	19/520	987.50		Rec grd maintenance Nov 19
18/12/2019	MK Landscape	19/521	443.33		Village grd maintenance Dec 19
18/12/2019	Staff	19/523	14.38		Christmas tree lights
18/12/2019		19/524			
18/12/2019	Staff	19/526	2565.98		Salaries Dec 19
18/12/2019		19/527			
18/12/2019	Rialtas Business Solutions	19/528	141.60		MTD upgrade
18/12/2019	L Coombs	19/522	100.00		Village Xmas tree
18/12/2019	L Coombs	19/525	200.00		Staff Xmas boxes
30/12/2019	Chess ICT	DD	49.16		Telephone/b/band Dec 19
07/01/2020	NEST	DD	263.18		Pensions contributions Dec 19
30/01/2020	V Tedder	104132	60.00		Wreaths x 3
30/01/2020	Nigel Jeffries Landscapes Ltd	20/529	987.50		Rec grd maintenance Dec 19
30/01/2020	MJ Brown	20/530	174.00		Port-a-loo Dec 19
30/01/2020	SLCC	20/531	52.30		Clerks Manual
30/01/2020	Larkstel	20/532	62.40		Dog waste Dec 19
30/01/2020	MJ Brown	20/533	198.00		Port-a-loo Jan 20 (part)
30/01/2020	Williams Restoration	20/534	219.92		Wall memorial restoration part
30/01/2020	MK Landscape	20/535	333.33		Village gd maintenance Jan 20
30/01/2020		20/536			
30/01/2020	Staff	20/537	2417.94		Salaries Jan 2020
30/01/2020		20/538			
30/01/2020	MJ Brown	20/539	54.00		Port-a-loo Jan 20 (part)
30/01/2020	Staff	20/540	79.99		Office 365
30/01/2020	Chess Telecom	DD	49.16		Telephone b/band Jan 20
<b>Total Payments</b>			<b>11,498.15</b>		

