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**MINUTES OF A MEETING OF BUSBRIDGE PARISH COUNCIL HELD
AT CLOCK BARN HALL, HAMBLEDON ROAD, GODALMING GU8 4AY
ON THURSDAY 4th July 2019 24th May at 7pm**

www.busbridgeparishcouncil.org.uk

The meeting opened at 5pm

Present:

Alison Martin, Chairman
Philippa English Vice-Chairman
John Graves
Hilary Westwood
Maxine Long
Richard Seaborne
Martin D'Arcy

Michael Dennett, Parish Clerk

2-16. Public Debate

No members of the public were present.

2-17. Disclosure of pecuniary and personal interests.

Alison Martin declared an interest in AED training as a trustee of Bart's City Life Saver, a charity providing AED training.

2-18. Minutes of previous meeting

Minutes of the Council Meeting held on Thursday 16th May and the Minutes of the Annual Meeting held on Thursday 16th May were approved and signed by the Chairman.

2-19. Finance report

The Clerk updated the meeting on the current cash position which showed a bank balance of £13712 as at 4th July 2019. Cash reserves as at 31 March 2020 were estimated at £5700.

A bank reconciliation as at 23rd June 2019 was approved and signed by the Chairman

Copies of the cash book and bank statements were available for inspection

The following cheque payments already made were approved :

Chq 420 dated 28-5-19 Clerk's salary May £405.60
Chq 422 dated 28-5-19 T Ralph phone box restoration £2565
Chq 423 dated 31-5-19 Clerk's expenses April/May £58.26

The following cheques payments were approved and signed during the meeting:

Chq 424 dated 4-7-19 Community Heartbeat Trust annual support £198
Chq 425 dated 4-7-19 CHT AED donation £2300
Chq 426 dated 4-7-19 SP Goodwin , website support £225
Chq 427 dated 4-7-19 Clerk's salary June £338
Chq 428 dated 4-7-19 Clerk's expenses June £51.10
Chq 429 dated 4-7-19 Clockbarn Hall venue hire , (2 meetings) £72

All supporting invoices were available for inspection and Councillors' queries were resolved.

2-20. Planning Applications

The planning applications noted below and the parish council's comments were discussed and approved.

WA/2019/0670
WA/2019/0695
WA/2019/0591

Parish Council comments regarding these planning applications can be found on the Council's website and have been submitted to Waverley Borough Council.

Planning applications concerning Leithfield Park.

Due to the housing density at this development and the proximity of Staff Cottages, it was agreed that all comments should include the following:

We suggest that planning officers impose conditions to limit the hours of work along with noise and dust controls and forbid site bonfires during the build. The reasons for these conditions are the relatively high building density of Leithfield Park and the fact that the majority of neighbouring properties are three storey with their reception rooms on the first floor. They are therefore more liable to suffer the effects of noise, dust and smoke than a conventional ground floor reception room.

2-21. Hydestile Defibrillator Servicing

John Graves outlined the servicing requirements of the AED and resolved to report back concerning establishing a rota of local people to report the status of the AED to Community Heartbeat Trust. Reports to CHT are required on a weekly basis via the internet.

2-22. Defibrillator Training

Training on how to use the AED can be provided from Bart's City Life Saver for 20 people at £20 per person.

Community Heartbeat Trust could also provide training which is included within the annual support package.

It was agreed that both sources of training would be appropriate and it was agreed to set up training from September onwards.

2-23. Footpath 602 Public Inquiry

John Graves outlined the background to the Public Inquiry which takes place on 12th November 2019 at Chichester Hall, Witney.

It was agreed that John Graves should draft the Statement of Case for the retention of this footpath and speak at the Inquiry on behalf of the parish council.

2-24. Website provision

The Clerk outlined the position regarding the withdrawal of support from the current website provider in September 2020 due to new accessibility rules imposed by central government.

It was agreed that the Clerk should seek advice from SSALC and other parish councils which are affected.

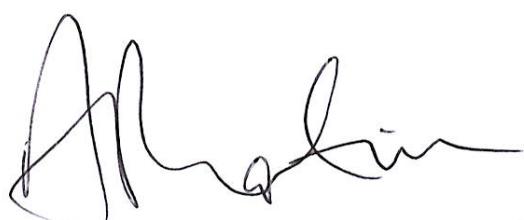
2-25. Leithfield Park extensions and the effect of building works on residents of Staff Cottages

Richard Seaborne is still looking into this with planning officers.

It was agreed that the Council are satisfied with the wording used for all Leithfield Park planning applications as noted in Minute 2-20 above.

2-26. Appointment of new parish clerk update

Alison Martin updated the Council on the progress made to appoint a new Clerk. It was agreed that two Councillors should interview a prospective candidate with the view to make an early appointment.

A handwritten signature in black ink, appearing to read "Alison Martin".

2-27. Tuesley Farm Update

Windbreaks and hedging:

The Clerk had been in contact with Enforcement at WBC with regard to height of the windbreaks and hedging and that Tuesley Farm have not cut back the windbreaks and hedging in accordance with the S106 agreement.

Enforcement to write to Tuesley Farm and to follow up with a site visit

It was further resolved that owing to an inadequate response from WBC regarding the bussing of employees from Tuesley Farm to other HHP locations, the parish council should issue a **formal complaint** to WBC. John Graves to draft.

2-28. Councillors' reports

Hilary Westwood reported that the Joint Burial Committee has a new committee following the May local elections

Hilary Westwood to look into the plans for a new visitor centre at Winkworth Arboretum

Maxine Long reported that the Leonard Cheshire Home has a fete on 20st July.

Milford Hospital are fund raising £10,000 for new sensory equipment.

2-29. Date of next meeting

To be advised

The meeting closed at 7pm