

**MINUTES OF A MEETING OF BUSBRIDGE PARISH COUNCIL HELD
AT CLOCK BARN HALL, HAMBLEDON ROAD, GODALMING GU8 4AY
ON THURSDAY 20th September at 6pm**

www.busbridgeparishcouncil.org.uk

The meeting opened at 6pm

Present:

Alison Martin, Chairman
John Graves
Hilary Westwood
Maxine Long

WBC Councillor Maurice Byham

Michael Dennett, Parish Clerk

1. Public Debate

No members of the public were present.

2. Apologies

Apologies were received from Richard Seaborne and Philippa English

3. Disclosure of pecuniary and personal interests.

John Graves declared an interest in the telephone box rented by the parish council located at the Hydestile crossroads.

4. Minutes of previous meeting

Minutes of the Council Meeting held on Thursday 26th July were approved and signed by the Chairman.

5. Finance report

The Clerk updated the meeting on the current cash position which showed a bank balance of £13668 as at 8th September 2018. Estimated spending to 31 March 2019 is £6200 so there should be a healthy surplus at the end of the year.

A bank reconciliation as at 8th September 2018 was approved and signed by the Chairman.

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



The following invoices were approved and signed during the meeting:

Chq 382 dated 20-9-18 £250 BPC contribution to repairs on bridleway
163 payable to Surrey County Council
Chq 383 dated 20-9-18 £312 Clerk's August salary
Chq 384 cancelled
Chq 385 dated 20-9-18 £26.14 Clerk's August expenses
Chq 386 dated 30-9-18 £312 Clerk's September Salary
Chq 387 dated 20-9-18 £72 Venue hire meetings 26/7 and 20/9

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

The Clerk raised the subject of the Parish Council's banking
arrangements and whether it was necessary for the parish with less than
40 transactions per year to have two bank accounts.

The general feeling was that the current arrangements are satisfactory.
No further action will be taken.

7. To consider and approve revised the Parish Council's Financial Regulations.

In accordance with a suggestion from the Parish's internal auditor, the
Clerk has re-written the financial regulations to reflect the size of the
parish's finances and make the regulations more relevant.

As part of the discussion, it was agreed that the Clerk should introduce
internet banking whereby the Clerk sets up the payments on the banking
app and two Councillors are invited, by email to confirm the payment.
Councillors will require login passwords.

Clerk to introduce this system.

The revised financial regulations were approved.

8. Planning Applications

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

WA/2018/1256
WA/2018/1257
WA/2018/1392
WA/2018/1421

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

9. Hydestile Crossroads telephone box.

The future use of the phone box at the Hydestile crossroads was discussed. Options are to retain the telephone within the phone box and /or install a defibrillator.

For information, a quotation has been received from Ralph Restorations. Costs are as follows:

Full restoration : £2565

Strip and repaint exterior only £1230

Sand and repaint £780

John Graves to check the mobile signal at Hydestile Crossroads.

The Clerk to check the procedure for BPC to adopt the phone box from BT whilst retaining an electricity supply to the phone box.

10. Tuesley Farm Update

John Graves summarised the situation with regard to the siting protocol and the bussing of workers to other locations. BPC have provided photographic evidence that bussing does occur.

WBC Enforcement team have asked how often does bussing occur?

It was agreed that JG should draft a reply to WBC based on the available evidence.

11. Bridleway 163 update

John Graves informed the meeting that Surrey County Council hope to have the bridleway open for horses by Christmas 2018. BPC to send their agreed contribution of £250 for repairs immediately.

12. Highways Grant funding – Cutting back of overhead branches along Munstead Heath Road

It was established that the value of the Grant is £3000. However it is very expensive to close the road and the cost would be prohibitive.

Alison Martin to meet with SCC Highways to seek a way forward either by identifying other projects or by co-funding.

13. Gambling Policy: WBC Consultation

The Clerk to submit a positive response to the policy as outlined by WBC.

14. Councillors Reports

Leonard Cheshire Home

Councillor Long provided an update on preparations for the Christmas Fair and John Graves suggested getting some publicity in the local magazines.

Joint Burial Committee

Councillor Westwood noted that the JBC are spending £5000 on Eashing Lodge

Milford Hospital League of Friends and Residents' meetings at Leithfield Park

It was suggested that we ask to attend these meetings in order to improve engagement with both Milford Hospital and the residents at Leithfield Park.

Clerk to action

18. Date of next meetings

Friday 2nd November 2018 at 5pm.

Friday 21 December 2018 at 5pm

Clerk to map out 8 meetings in 2019 and distribute

Meeting closed at 7.25pm