



SEND PARISH COUNCIL COUNCIL MEETING

HELD ON MONDAY 15TH FEBRUARY 2021 AT 7.45PM
BY ZOOM VIDEO CONFERENCE

- * Cllr Julie Munn (Chairman)
- * Cllr Janet Manktelow (Vice-Chairman)
- * Cllr Alex Beames
- * Cllr Phil Beddoes
- * Cllr James Brooker
- * Cllr Guida Esteves
- * Cllr Chris Heath
- * Cllr Julia Osborn
- * Cllr Pat Oven

- * Present
- o Apologies for absence

Officer Present:
Mrs Debbie Hurdle (Parish Clerk)

Also present: Borough Cllr Susan Parker, County Cllr Keith Taylor, 3 members of the public (2 left after Ag. item 5).

The Chairman welcomed everyone to the meeting and explained the arrangements for Zoom.

PUBLIC SESSION

The public were invited to express a view or address the Council in the public session:

LITTER IN SEND

A resident expressed concerns about the increasing amount of litter in the area. Some of the litter bins were overflowing. It was noted that the team from Guildford Borough Council (GBC) carried out the litter clearance on a rota basis 3 times a week. It was agreed to report the issues to GBC and request that they would be addressed.

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APOLOGIES FOR ABSENCE

There were no apologies for absence.

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DECLARATION OF INTEREST

There were no declarations of interest at the meeting.

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COUNCIL MEETING MINUTES

The minutes from the Council Meeting held on 18th January 2021 on Zoom were approved and signed by the Chairman as a correct record. (*The Chairman's signature was viewed on the screen by Zoom*)

RESOLVED: That the Minutes of the Council meeting held on 18th January 2021 be approved

CHAIRMAN/CLERK'S REPORT

The Chairman advised that it had been a busy month for the Council's working groups and these would be reported on during the meeting.

The Clerk reported on the following matters:

Send Community Groups – Send Community Aid continued to carry out its work during the pandemic. The Group's team of volunteers provided support for those who were vulnerable or isolating. The volunteers were being encouraged to sign up with Send Help to continue their work in the community. In addition, Send Scrubs Hub with the help of their volunteers had given up 7000 hours of their time and made 4500 items for the NHS in 2020 and their work was continuing in 2021 for the Royal Surrey Hospital and St Peters Hospital in Chertsey. The Ripley and Send Rotary Club had also been continuing with their charitable work during the Pandemic and in collaboration with Send Help were producing a 2022 calendar to promote the community-led organizations.

Virtual meetings – An update from the National Association of Local Councils (NALC) advised that the government is not currently planning to extend the remote meeting regulations beyond 7 May 2021. However along with other local government bodies, NALC was continuing to press for this extension. They were preparing guidance for local councils on managing the return to physical meetings in May and beyond.

Cemetery – Due to the pandemic there had been a number of new burials at the cemetery this month. Due to weather, there has been water-logging in some areas and work was being carried out to address the issues.

BOROUGH AND COUNTY COUNCILLOR REPORTS

Borough Cllr S Parker reported on the following matters:

Elections – It was likely that the local elections (County Council and by-election for Send Borough Councillor) would proceed on 6th May 2021. It was suggested that the Parish Council used its communication channels to advise its residents about the option to use the postal voting system as a method to vote.

Noise complaint – Cllr Parker was helping a Send resident who was complaining about noise issues in the area. This was being dealt with by the Borough Council (BC).

Planning Matters – There were currently a number of planning applications in Send which had gone to appeal (to be determined by an inspector by desktop review). Cllr Parker advised that the public could still write and express a view at this stage and she would provide the details to the Parish Council by email.

There had been correspondence with Vision Engineering about who was responsible for a drainage ditch.

The planning application at Wharf Lane garages had raised some issues which were being considered by the BC.

East Clandon Stream - The BC had been advised of the improvement works being carried out on the site.

Virtual meetings – The BC was requesting a Government extension to hold virtual meetings beyond 6th May.

County Cllr K Taylor reported on the following matters:

County Services – The County Social Care Team has been working with the NHS on the vaccination programme which had produced higher results in Surrey than the National Average.

The Council tax bill increase was less this year due to the Council's efforts to reduce their costs and make savings. They were also mindful of the financial difficulties of many people in the current Pandemic.

Planting trees – The sites which the Parish Council had nominated for new tree planting including memorial trees on Send Marsh Green had been approved. A site meeting was being arranged to discuss the details.

New bus stops – There were some concerns from the public about the new bus stops which had been installed on Send Road near the Tannery Lane junction particularly as one was close to the disabled parking bay outside the Old Post Office. Cllr K Taylor explained that these highways improvements were conditions relating to the Clockbarn Development and did not require further consultation with residents. The documents showing the plans were in the public domain and were available to view.

The Chairman thanked Cllr S Parker and Cllr K Taylor for their reports.

PLANNING

WISLEY AIRFIELD

Cllr G Esteves, Chairman of Send PC Planning Committee advised that there had been a number of applications relating to the Wisley development which had been considered recently at the Committee. It had been agreed to support the adjacent parishes' responses to the applications.

GUILDFORD BOROUGH COUNCIL (GBC) PLANNING COMMITTEE PEER REVIEW

Members considered the report on the GBC Planning Committee Peer Review which had recently been published. It was agreed that Members would further review the report and feedback any comments and a response would be drafted and approved at a future Council meeting.

SEND NEIGHBOURHOOD DEVELOPMENT PLAN (SNDP)

A link to the SNDP Referendum version documents had been provided for Members to view. It was reported that the Referendum on the SNDP was likely to be scheduled on the same day as the local elections on 6th May 2021. It was agreed to keep the community updated on the SNDP and to encourage people to use postal voting.

PLANNING MINUTES

The Planning Minutes for January and February were available to view. It was noted that an application currently being discussed by the Committee related to a large development at Wharf Lane garages and the Council had received comments by a number of residents. A response to the application was being drafted.

PAVILION REDEVELOPMENT WORKING GROUP

The Minutes of the Working Group meeting held on 1st February 2021 were considered. It was noted that Cllr P Beddoes had stood down as Chairman of the group and Cllr A Beames had been elected in his place. Cllr A Beames explained that one of the key recommendations was a consultation with the Council Staff about the project and a meeting had been held to discuss their views. The group were seeking costs to hold a more comprehensive survey which would ascertain views from the wider public including those who did not use the recreation ground. A member of the public had been invited to join the working group. She was a Landscape Architect and Horticulturist and had experience with similar large projects. The financial advice which had been received would help with the matters relating to the Recreation Ground Charity.

COMMUNICATIONS WORKING GROUP

WORKING GROUP

The minutes and recommendations of the working group meeting on 4th February 2021 were considered. Matters discussed included phone and broadband issues in Send, the website and production of a newsletter.

PHONE AND BROADBAND

There had been an incident when the BT junction box opposite the New Inn had been damaged. This had caused a large number of households to be without phone or broadband for a week and a half. It had caused a lot of problems for those who were working from home or home-schooling during Covid-19. It was agreed to write to the Leaders of Surrey County Council, Guildford Borough Council and the MP, asking what action was being taken or will be taken to improve mobile phone signals and broadband coverage in the local area for the benefit of current residents and the greater population when the GBC Local Plan developments come to fruition.

It was also agreed to write to BT to express concerns about the disruption of services and disappointment at the length of time it took to restore the service and that the compensation scheme provided was inadequate.

It was agreed to contact local businesses to see if any would be prepared to act as 'hot spots' (post Covid) to help any residents with problems accessing the internet.

The BT Openreach Gigabite Voucher Scheme was discussed and the details noted.

It was also noted that Mr George Hamburger, a director of Send Business Centre had attended the meeting and explained the opportunities his company could provide to improve internet coverage in the area.

RESOLVED: To write to the Leaders of Surrey County Council, Guildford Borough Council and the MP, Sir Paul Beresford asking what action was being taken or will be taken to improve mobile phone signals and broadband coverage in the local area

RESOLVED: To write to BT to express concerns about the disruption of services and disappointment at the length of time it took to restore the service

RESOLVED: To contact local businesses to see if any would be prepared to act as 'hot spots' (post Covid) to help any residents with problems accessing the internet

SEND NEIGHBOURHOOD DEVELOPMENT PLAN (SNDP) REFERENDUM

It was agreed that the Council would produce a newsletter or leaflet to inform Send residents about the Referendum for the SNDP and explain why it was important to vote. Postal voting would also be encouraged.

RESOLVED: To produce a newsletter/leaflet to inform Send residents about the referendum for the SNDP

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107/20

HIGHWAYS MATTERS

It was agreed to move this agenda item to this part of the meeting as Cllr P Owen who chaired the group was having technical problems with his Zoom link.

PARKING AND HIGHWAYS WORKING GROUP

Members considered the minutes and recommendations from the meeting on 11th February 2021.

LONDON ROAD

Cllr P Owen reported on the Joint Action Group (JAG) meeting of the Highways authorities on 10th February. The JAG had acknowledged the letter from the PC and the legal points made. Although the previous concerns regarding the unauthorised encampments at the London Road had been reiterated, it had been confirmed that no further action was being taken to move them on during Covid-19. Waste clearance was being carried out three times a week. It was agreed to continue attending JAG meetings, monitor the situation and report issues.

RESOLVED: To continue to attend the JAG meetings and report issues

OTHER HIGHWAYS MATTERS

Parking issues near the Clockbarn development – The residents' issues with the 2 new bus stops and crossing were reported. There had not been any highways improvements for pedestrians in Tannery Lane and cars were still obstructing the footway. This would be monitored in case further enquiries needed to be made.

Potters Lane/A3 junction – Highways England had reported on the actions being taken to the signage and safety improvements. A map had been provided to show the works already carried out or planned in the next month.

Parking at the shop parade – A meeting had been held with the Surrey Highways officer by Zoom to discuss highways issues in Send and particularly to look at options for parking in the future at the shop parade.

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108/20

AMENITIES AND LEISURE SERVICES

WORKING GROUP

The minutes and recommendations from the working group held on 8th February were considered.

GROUNDS MAINTENANCE

Members considered a recommendation to appoint a new grounds maintenance contractor for 2021-24. The details of the tender process and an evaluation of the tenders were provided. It was agreed to appoint a contractor on the basis of price, references and experience as required in the tender specification.

Cllr C Heath proposed and Cllr P Beddoes seconded and it was

RESOLVED: To appoint Nigel Jeffries Landscapes as the grounds maintenance contractor for 2021-24

TREE SURGERY

Members considered a report on the Parish Tree inspection and received 3 quotes from tree surgeons to carry out the recommended tree works. In accordance with the Council's tree policy the programme had prioritised areas of higher public risk. It was noted that 2 other trees had required urgent works at the recreation ground (including a fallen tree) and these works had been added to the programme. The Council would approve the budget available for the next financial year at a meeting following 1st April 2021.

Cllr C Heath proposed and Cllr J Munn seconded and it was

RESOLVED: To approve the programme for tree works in 2020-21 (for all urgent and high priority tree works and to increase the budget from £5,000 to £10,000 - £5,000 from general reserves) To agree to compile a tree programme for further tree works to be carried out in 2021-22 after 01.04.21.

It was agreed to offer the logs from the fallen tree on the recreation ground to members of the public.

RESOLVED: To permit members of the public to take logs away from the fallen tree on the recreation ground

FOOTPATHS

It was noted that the request from a disabled resident asking for improvements to the access of the footpaths in Send had been forwarded to SCC Rights of Way. A response by email had been received from a Countryside Access Officer. It was agreed to discuss the subject at the next meeting of the working group.

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109/20

FINANCIAL AND OTHER COUNCIL MATTERS

MONTHLY EXPENDITURE LIST FOR FEBRUARY 2021

The monthly expenditure list for February 2021 (totalling £7,277.74+VAT) was considered.

Tn no Ref	Gross	Vat	Nett	Invoice date	Details	Payment
3861 FBBACS01	£1,453.93	£242.32	£1,211.61	18/01/21	G Burley and Sons Limited - Grounds maintenance Jan 21	£1,453.93
3862 FBBACS02	£216.00	£36.00	£180.00	27/01/21	Cormack Tree Care Limited - Tree surgery – Portsmouth Rd	£216.00

3863	FBBACS04	£525.00	£0.00	£525.00	02/02/21	Lancaster Hall - Office rental Jan-Mar 2021	£525.00
3864	FBBACS05	£129.20	£0.00	£129.20	15/02/21	D.C. - Pavilion and public toilet cleaning Feb 2021	£129.20
3865	FBBACS06	£231.00	£38.50	£192.50	19/01/21	Action In Rural Sussex - Survey for pavilion redevelopment	£231.00
3866	FBBACS07	£600.00	£0.00	£600.00	29/01/21	The Parkinson Partnership LLP - Financial advice pavilion project	£600.00
3867	FBBACS08	£30.00	£0.00	£30.00	15/02/21	Ripley & Send Rotary Club - donation Xmas lights electrics (Astalet Café)	£30.00
3868	FBBACS09	£500.00	£0.00	£500.00	15/02/21	The Villages Medical Centre - Donation towards work Covid-19	£500.00
		£3,909.43	£0.00	£3,909.43			
Total		£7,594.56	£316.82	£7,277.74			

RESOLVED: That the Monthly Expenditure list for February 2021 be approved

INTERIM AUDIT 2020-21

Members noted the interim audit report for 2020-21. Following the auditor's recommendation all VAT reclaims were being submitted on line now.

RESOLVED: To note the interim audit 2020-21 and that the recommended action was being carried out

'HAVE YOUR SAY' ON ELECTORAL BOUNDARIES

Cllr G Esteves reported on a briefing on 8th February she and the Clerk had attended on the Local Government Boundary Commission for England Electoral Review for Guildford. The outcome of the Review would agree new ward boundaries across the Borough. It was agreed to make a response at the next Council meeting.

CLIMATE CHANGE

Cllr J Osborn reported on a meeting she had attended on 5th February with other Parish representatives on how Parish Councils could take forward recommendations arising from the conference they had attended by the Centre for Sustainable Energy in late September 2020. Parish councils were to be invited to join a liaison group which would lobby the County and Borough Council on matters relating to climate change. A recommendation would be presented at the next Council meeting.

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COMMUNICATIONS

COFFEE BAR ON RECREATION GROUND

A request was received to set up a coffee bar on the recreation ground (a converted horse box trailer). It was noted that according to Covid-19 restrictions gatherings on the recreation ground were not permitted. It was agreed that it was not currently appropriate to support a business on the recreation ground.

RESOLVED: Not to approve the setting up of a coffee bar on the recreation ground

WALKING IN SURREY

Members considered a request to have a link on the Send Parish Council website to a website 'Walking in

Surrey' which offered walks for free download and printing. As the Council was supportive of a scheme which encouraged the public to take healthy walks at the moment, it was agreed to approve the request.

RESOLVED: To approve the request to have a link on the PC website to the Walking in Surrey website

OTHER COMMUNICATIONS

The following other communications had been received:

Post Office Closed – A high number of local residents had raised concerns about the Post Office in McColls having significantly reduced trading hours. The store had been also been unexpectedly closed for stocktaking and deliveries at various times. Members agreed that as a community, the store and PO were important assets to the village, particularly during Lockdown when people were restricted on where to buy essential food and supplies. It was agreed that if they had to close, then a clear notice should be displayed explaining the reasons and the expected re-opening time. It was therefore agreed to write to the head office to ask them to rectify the issues with the local management team and to advise about the measures being taken to ensure that the local residents were able to use these essential facilities within the village during the advertised trading hours.

RESOLVED: To write to McColls Head Office regarding the issues at McColls and the Post Office being closed

Dog bin Maple Road – A resident was concerned that there was only one bin provided at the Maple Road play area and it was being used for disposing of dog waste. It was agreed to investigate and discuss the issues at the next meeting of the Amenities and Leisure Services Working Group.

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OTHER REPORTS

LANCASTER HALL

The Lancaster Hall was currently closed and there had been no meetings.

ALLOTMENTS

It was reported that all plots were currently taken and there were two people on the waiting list. The renewals would be carried out at the end of March and some tenants may decide to terminate their tenancies. It was noted that an untidy plot previously reported was now cleared and tended. The tree surgery on the perimeter by the business centre had been carried out as planned.

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DATE OF THE NEXT MEETING

The date of the next meeting was noted – Monday 15th March 2021 to be held on Zoom.

The Chairman closed the meeting at 9.30pm

Signed: Cllr J Munn

Date: 15.03.21