

## FRENSHAM PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held in the Parish Office on Wednesday  
18<sup>th</sup> May 2016 at 7.30pm.

### Present

- |                   |                       |
|-------------------|-----------------------|
| * Cllr Millerchip | * Cllr Beales         |
| * Cllr Andrews    | * Cllr Scimone        |
| Cllr Morgan       | * Cllr Fairhead       |
| * Cllr McLean     | * Mrs Shipton (Clerk) |

\* = present a = apologies received

Also present -CCllr D Harmer and Guy Olden.

### 01/16 Disclosure of Pecuniary and other Interests.

No Members, in relation to any items included on the agenda for this meeting, disclosed any interests which are required to be disclosed by Section 28 of the Localism Act 2011; which Frensham Parish Council endorses.

### 02/16 Approve minutes

Minutes of the Meeting of the 20<sup>th</sup> April 2016 having been circulated prior to the meeting were approved and signed.

Cllr Millerchip announced that he would not be standing for the Chair as his body is weak and he has served many years as Chairman and 30 years as a councillor. He praised Cllr Beales in his role as Vice-Chair which he undertook most competently and recommended him to the Members as Chairman. He further recommended Cllr Andrews for Vice-Chairman as she has proved an active all-round member willingly working equally on both Rushmoor and Frensham matters.

### 03/16 Election of Chairman

Cllr Beales was nominated by Cllr Millerchip, seconded by Cllr Andrews and was elected to serve as Chairman to Frensham Parish Council for the ensuing Local Government year and duly signed the Declaration and Acceptance of Office.

The new chairman then made the following remarks:

"Thank you for electing me as your chairman for the coming year. I hope I can live up to your expectations as leader of this team. As some of you know Mike has been a councillor for 30 years or so, and Chairman since May 2002. He has therefore stood for election as Chairman – uncontested I believe – 13 times in a row. During his chairmanship a number of significant events involving the Council have taken place in the Parish: the split with Churt in 2003; the publication of the first Village Design Statement in 2009; the extensions to the sports pavilion; the opening of this Community Building in 2011; and more recently the establishment of the Tilford and Rushmoor Tennis Club. There are probably many others of which, having served on the Parish Council for only 5 years, I am unaware. Mike has seen many councillors come and go, some of whom I believe have sadly passed on, and some former members, such as Len Davis and Guy Olden who continue to serve the council in various capacities. In view of Mike's long service, therefore, I would like to propose that it be formally recorded in the minutes of this meeting that: **"Frensham Parish Council expressed its gratitude to Councillor Mike Millerchip in recognition of his fourteen years of continuous service to the Council as its Chairman"**. In view of this rather special occasion, I invite all present to mark it with some refreshment immediately after the meeting."

### 04/16 Election of Vice-Chairman

Cllr Andrews was nominated by Cllr Millerchip, seconded by Cllr McLean and was elected to serve as Vice-Chairman to Frensham Parish Council for the ensuing Local Government year.

### **05/16 Membership of Committees and Election of Committee Chairs**

(All members are invited to all committees, which the Clerk also attends.)

It was agreed that each Committee should appoint its own Chairman.

Committee structure and responsibilities will be reviewed by each Committee in due course.

- a. **Planning , Environment and Highways Committee**  
Cllrs Beales, Millerchip, Andrews and Scimone.
- b. **Recreation Ground and Pavilion Committee**  
Cllrs McLean, Millerchip, Andrews and Beales.
- c. **Finance Committee**  
Cllrs McLean, Andrews, Millerchip and Beales.
- d. **Co-option / Advice to Committees**  
**Agreed** Guy Olden co-opted to Planning Committee and Len Davis appointed as Adviser to Finance Committee, both with neither voting rights nor membership of the Council.

### **06/16 Other Appointments**

### **2016 / 17**

- |                                       |                  |
|---------------------------------------|------------------|
| a. CPRE                               | Colin Hall       |
| b. Website                            | Sue Green        |
| c. Police Liaison/Neighbourhood Watch | Pam Shipp        |
| d. Church Charity                     | Millerchip/Clerk |
| e. Alice Holt Community Forum         | Dick Beales      |

### **07/16 Reports : Police, Surrey County Councillor and Waverley Borough Councillors**

C.Cllr Harmer is pursuing the issue of achieving high speeds in areas with low or no Superfast Broadband. Consultation closes 23 May and he and Cllr Andrews letter-dropped in Rushmoor, some Frensham and Batts Corner, objections to be filed and C.Cllr Harmer will lobby for improvements in the speeds.

He said that following SCC annual meeting he remains the Chair of Environment and Highways. He urged Councillors to inform him of pavements issues, ie Rushmoor and Sandy Lane area. Email him.

He was asked to obtain the definitive requirement is for the erection of a 'Brown' sign on the highway, he will report back to the next planning meeting.

### **08/16 Finance Committee and Approval of Cheques drawn**

- a. **The cheques for April 2016 had not been prepared.**
- b. The account 2016/17 not available at present.
  - a. No S.137 payments - None.
- c. Members noted the comments made by the Internal Auditor, and will in future sign all attachments to Minutes and countersign paid invoices. The Chairman noted that the auditor had commented that the financial controls of the Parish Council were of a very high standard and thanked the Clerk for achieving this.
  - a. Audit date: 16<sup>th</sup> May 2016.

### **09/16 Planning, Environment & Highways Committee**

The Minutes of the meeting held on 30<sup>th</sup> March 2016 (*previously circulated*) were signed and all recommendations contained therein approved.

### **10/16 Recreation Ground & Pavilion Committee**

It was agreed that this Committee should meet more frequently as the scope of its work is wide and its budget necessarily large. Therefore it was **Agreed** to hold its next meeting on **15<sup>th</sup> June** 2016 at 7.30pm to elect a Chairman and follow up on outstanding issues.

### **11/16 Rushmoor Community**

- a. Update on red phone boxes – Cllr Fairhead, will request release of the Heritage Lottery Fund grant of £10,000 which will be paid into the Parish Council bank account and be subject to the usual financial controls of the council. The working parties are due to meet to follow up the 3 phone box projects and will report back with objectives, plans and quotes.
- b. Rushmoor matters – Cllr Andrews will seek a better location for the parish noticeboard obtaining the relevant permission. Cllr Fairhead to email all councillors with details of a public meeting in Guildford on 1<sup>st</sup> June concerning Borrow Farm.

### **12/16 Shortfield Common**

- a. Management Plan – Cllr Beales reported that two working parties had undertaken a variety of jobs on Shortfield Common over the winter. Specialist grass seed for reinstatement of an eroded area in front of St Austin's Cottages had been provided by the Council and sown by residents: it was growing well. The 2016 weekly butterfly survey had started in April.
- b. New fingerpost – Guy Olden, reported that the Forge has had to re-make the post and attachments due to an error in the calculations by the blacksmith. All 108 letters have been welded onto the arms by Peter Woods. Work in progress.
- c. Tree survey – Cllr Beales reported that two final reports had been delivered by Derek Patch, arboricultural consultant, with recommendations noted in priority order. Quotes will be obtained for the 'immediate risk' trees. Succession planting schemes for the Hollowdene and Shortfield Common will be drawn up and costed for consideration in due course.

### **13/16 Councillors / Representatives attendance at meetings/seminars/consultations etc.**

- a. Some Councillors had attended the "Open House" held by Millbridge Court (previously The Mariners) which gave an overview of the facilities.
- b. Cllr Andrews had attended Tilford & Rushmoor Tennis Open Day and will help TARNS on their tea tent at Tilford Fete in July.

### **14/16 Press Releases /Publicity- Website [www.frensham-pc.gov.uk](http://www.frensham-pc.gov.uk)**

The Chairman asked that all members check their biographies on the web and make any amendments required, sending their revised copy to him. Should no details be forthcoming within two weeks, a statement will be placed stating that information has not been supplied or the member has declined to submit, or similar.

### **15/16 Community Issues**

- a. Frensham Village Lunch – 25<sup>th</sup> May 2016 midday. All welcome.

- b. A replacement bin in play area is required and a new one near St. Mary's Church. A Notice board near St Mary's Church has been installed, with thanks to C.Cllr Harmer for part-funding.
- c. Following the agreement to have a Parish Council stall at the Frensham Fayre **Saturday 18<sup>th</sup> June 2016** space has now been allocated. Councillors to agree the display and manning of the stall. Ideas were put forward and a coordinated approach is required to be taken possibly a working group? **Agreed:** DF Phone box section. RB VDS & Shortfield Common for volunteers. PA General but will ask TARNS & Tilford & Rushmoor Tennis. FS General / sustainability. Suggestions – photographic quiz / anagrams of street names etc.
- d. Report from Cllr Scimone concerning the last Community Breakfast. There were over 30 people joining in and she believed that in light of the recent increase in interest shown, it should not be allowed to lapse. **Agreed** to fund for a further 6 months.
- e. Cllr Andrews reported that she and the Clerk had replanted the flower bed and the troughs near the council office for summer at a cost of £50.

**16/16 Annual Assembly – 13<sup>th</sup> April 2016**

The Chairman thanked Cllr Fairhead for showing his historical film of Rushmoor which had been well received. Cllr Scimone suggested that individual councillors should be given the opportunity to explain their activities, and that parishioners should be allowed more time to ask questions and to discuss current issues. The Chairman reported that he had received similar feedback from several members of the public. He noted that the Annual Assembly was the only opportunity the Council had to report fully on its activities during the previous year; to look forward to the challenges and opportunities in the coming year; and to respond to questions from the public. He suggested that the Council should therefore reassess the purpose and format of the Assembly, and make any changes considered necessary before next year. To be discussed later in the year.

**17/16 Items for the Next Agenda**

Councillors should be prepared, when requesting an item for the next agenda, to provide and circulate relevant paperwork outlining their item prior to the meeting.

Cllr Scimone asked for an agenda item for the planning committee to discuss Frensham Pond Visitor Centre Development.

**Question from the public.**

No members of the public were present.

Signed.....Dated.....

**Meeting ended at: 9.25 pm**

**Next Planning Meeting Wednesday 1<sup>st</sup> June 2016 at 7.30pm Parish Office**

**Next Recreation Ground and Pavilion Committee Wednesday 15<sup>th</sup> June 2016 at 7.30pm. Parish Office**

**NEXT COUNCIL MEETING Wednesday 13<sup>th</sup> July 2016 AT 7.30pm PARISH OFFICE**