



TONGHAM PARISH COUNCIL

MINUTES OF MEETING: Monday 15/07/2024, held at the Old School Hall, Poyle Road, Tongham at 7.30 pm.

PRESENT:

Cllr S Habgood	Cllr M Murray	Cllr L Lowdon	Cllr M Furniss
Cllr S Gray	Cllr L Oakley	Cllr P Buckley	
Mr T Boxall	Mr P Bearman	Laura	

Clerk: Zedekiah Watyoka

1. Chairman's announcements and apologies for absence: Cllr S Barker and Cllr E Hall
2. The minutes from the meeting on 17/06/2024 were approved. Proposed Cllr M Murray, Seconded: Cllr L Lowdon. Signed by Cllr L Oakley.
3. Code of conduct: disclosure of interest: None
4. Register of interests: No changes
5. Matters arising none which would not be dealt with during the meeting.
6. County and Borough matters:
The communication below was forwarded by Cllr S Barker:

Regulator of Social Housing (RSH) report published

In December 2023, we took the decision to refer ourselves to the government's Regulator of Social Housing. We asked the Regulator to examine our level of compliance within the Safety and Quality Standard. In March 2024, we asked them to also consider the Transparency, Influence and Accountability Standard. Following a responsive engagement period, [the Regulator has published its conclusions of our position in December 2023](#). We fully accept the Regulator's findings and are taking them very seriously. We have already made significant progress in some of the areas that have been identified and will continue to work with the Regulator until we have satisfied all of their concerns and achieved full compliance for our tenants. As always, if you or one of your residents needs to [report a general repair to a council property](#), please advise them to fill in the form on our website or telephone us on 01483 505050. For out of office hours emergencies, please advise tenants to call 01483 532122.

A consultation on our draft Climate Change Supplementary Planning Document is now live

We're asking for feedback on our draft Climate Change Supplementary Planning Document (SPD). [The consultation is live and you can have your say until midday 9 August, 2024.](#) This document guides decision makers in assessing how sustainable development proposals are, as part of the planning application process. [Find more details in our newsroom.](#)

Crowdfund Guildford Autumn round

This week we launched a new round of community funding through [Crowdfund Guildford](#). We're encouraging residents with community ideas to [register for our free online workshop](#) on 16 July. This session will give residents tools and skills to start a crowdfunding campaign and make their idea a reality. [Read more about funding opportunities with Crowdfund Guildford in our newsroom.](#)

Rural England Prosperity Funding - grants of up to £50,000 available

The Rural England Prosperity Fund (REPF) grants of between £2,500 and £50,000 and up to 50% of the capital project costs are now available. The REPF are designed to help small businesses, charities, and community groups in the rural areas of Waverley, Guildford and Tandridge.

What projects are eligible?

REPF grants are for capital only expenditures. This means investment in community infrastructure, building conversions, tools, equipment, machinery, vehicles or other costs which help in generating revenue and will be used on an ongoing basis. If you are aware of a project that might qualify, please encourage them to get in touch with [Surrey County Council rural prosperity](#). Qualifying projects could include: local economy development, local rural green tourism, farm diversification, circular economy, creation of multi-functional rural business hubs, community businesses, cooperatives, or social enterprises such as village shops and cafes.

Cllr Matt Furniss communicated that the Section 19 report on the flooding is almost complete and that the cleaning work of the drains is complete. Regarding the proposed development by GBC at Manor House flats, work has been put on hold pending an inspection by the Environmental Tree Officer who has stated that they are trees in the area that should not be touched. The Graffiti issue is being dealt with by GBC. Cllr Lowdon mentioned to Cllr Furniss that there was a tree on the highway leading to Guildford that blocks the electric signage, Cllr Furniss said this will be dealt with by SCC. Cllr Oakley also raised a concern of a tree that is blocking the pathway opposite St Pauls School. Cllr Furniss stated that this should be reported online to SCC.

Cllr M Murray asked about overgrown hedges in the Parish to which Cllr Furniss responded by saying they are now dropping letters to individuals who are not maintaining hedges and it seems to have a positive outcome thus far. If any houses are spotted with the same issues this can be reported to SCC.

Cllr S Habgood raised a concern on how information on the cancellation of bus 520 has been done. Cllr Furniss said this information is being displayed on the bus stops and that the drivers of the buses should also be making the public aware. Cllr Furniss said something would be put up on social media.

7. Public adjournment

Mr Bearman continues to fight for the preservation of the flora and fauna on the proposed Manor House development. He has contacted various organisations that are for the conservation of the flora and fauna, and they are willing to support this effort. Mr Bearman also highlighted that a prior development that was done in the area required a detailed environmental impact assessment, and it seems none has been done. The Parish Council is in support of the conservation of the flora and fauna and will write a letter in support of this with the assistance of Mr Bearman.

Reports from working groups:

Finance, Policy and Administration: Cllr Gray.

- a) Financial Statement for month ending June 2024 (see website). The financial statements were reviewed amounts paid were approved by the council. signed by Cllr L Oakley.
- b) Financial report Q1 (April to June 2024)

A review of the budget was carried out to monitor the spending in the first quarter to see if we are on track with the proposed budget. The variances that were seen were explained as some payments are done annually and not quarterly hence the difference. A significant amount of money was spent on the ramp at the recreation ground, and this was a required spend to make the recreation centre accessible to all.

- c) VAS maintenance costs

The VAS that is used in the Parish is battery operated and has a fixed VAS on Oxenden road and a movable VAS that is currently on Poyle Road. The battery must be changed regularly, and this is done with the assistance of Ash Parish Council. The cost of maintenance had not been reviewed for three years and Ash sent us the new proposed figures. It was agreed that they would continue to change the batteries once every 4 weeks. After an inspection by Surrey Highways, it was highlighted that we should apply to have the VAS attached to lampposts. If the request is denied, Surrey Highways has established areas where posts can be dug in the ground to hang the VAS. The application has been done, and we will wait for a response.

PLANNING: Cllr Murray.

LIGHTING AND GENERAL PURPOSE: Cllr Buckley

- a) Fireworks

This continues to be an ongoing project but should be finalised in September. There is need to have trained stewards on the event as well as volunteer stewards. Cllr Oakley proposed an alternative of Gordon who will also give us the costing of his stewards. St Johns Ambulance is supposed to be providing first aid assistance on the event. They have not come back to us. It was suggested that we look also into other alternatives for providing first aid on the event.

- b) Allotments

There is need to replace the taps in the allotments with the recommended taps and to mount them on the proper poles. We are looking for quotations on who will be able to fix this for us. Allotments that are vacant have been offered to individuals on the waiting list with a timeline to respond. If there is no response this will be offered to the next available individual. Maintenance work might be required if they are not taken up and become overgrown.

8. Any other Business

a) Playground public consultation

The toddler playground area requires a revamp and we have managed to source 4 quotations from different suppliers. To get public opinion, it has been suggested that we display the 4 variants on the notice board and probably direct people to the website to pick the design they would like to go with. Cllr Lowdon will take lead on this.

9. Execution of documents: to consider if necessary, passing the following resolution:
"That the Council do seal in the manner prescribed by law, or the clerk or member as appropriate, do sign on behalf of the Council any Order, Deeds or Documents, required to give effect to any of the matters and recommendations contained in the reports as presented to, and approved by, the Council on 16th 2024".

Proposed: Cllr Habgood , Seconded: Cllr Buckley.



Signed:

L P Oakley, Chair of meeting, Date: 16 September 2024.

Action point	Lead
Application to Surrey Highways for VAS	Zed (done waiting response up to 28 days)
St Johns ambulance (first aid for fireworks)	Zed (done waiting for response)
Stewards for fireworks	Phill (to be ready by 9 September 2024)
Allotment taps	Zed and Lyn (to be done by end of July)
Playground publication	Zed and Lyn (to be finalised end of August)