

**MINUTES OF SHERE PARISH COUNCIL MEETING
WEDNESDAY, 10th SEPTEMBER 2014
AT TANYARD HALL, 30 STATION ROAD, GOMSHALL GU5 9LF**

Present: Parish Councillors R Davey (Chairman), C Carlisle (Vice-Chairman), R Andrews, J Collin, A Collingwood, B Grover, M Fontana, J Hutton, J Tenner, R Smith and M Urban, Borough Councillor D Wright and the Clerk, J Millett.

Reference	Item
14/109	To receive apologies and accept the reason for absence (if appropriate) in accordance with the Local Government Act 1972, Schedule 12, paragraph 40. Apologies for absence were received from Parish Councillors C Brooke and M Taylor-Cotter.
14/110	Declarations of Interest – The Council to receive any declarations of disclosable pecuniary and other interests from Members in respect of any other item to be considered at the meeting. <i>(Members need only disclose pecuniary interests not currently listed on the Register of Disclosable Pecuniary Interests. Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest. Any other interests must be declared at each meeting.)</i> NONE received.
14/111	Register of Disclosable Interests – to declare any amendments. (Members are reminded that any amendments must also be notified by Councillors in writing to the Monitoring Officer, Guildford Borough Council, Millmead, Guildford GU2 4BB so that they may be added to the Register). NONE received.
14/112	Declaration of gifts or hospitality over £25 - Members are reminded that once a declaration of gifts or hospitality has been made then the Monitoring Officer of Guildford Borough Council must be informed. NONE received.
14/113	Minutes of previous meeting - the Council CONFIRMED the Minutes of the Council meeting held on 3 July 2014.
	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL. No public present.
14/114	Police Matters – to receive a report from the police representative. A case of indecent exposure, in Shere was NOTED . Where there were crimes that the local community needed to know about, it was suggested that warnings could be placed on the Parish Council’s web-site.
	AGENDA ITEMS FOR DECISION:
14/115	Local Plan – to consider delegation of the Parish Council’s response to the Draft Local Plan to the Chairman of Council and the Chairman of the Planning Committee, in consultation with the Parish Clerk. AGREED.
14/116	Finance matters <ul style="list-style-type: none"> • income for the months ended June (totalling £7,880.71) July (totalling £1,068.99) and August (totalling £1,020.23) 2014 and expenditure for the months ended June (totalling £16,152.60) July (totalling £8,832.32) and August (totalling £1,317.18) 2014, as set out at Annexe 1 to these minutes. APPROVED. • Lloyds and Bank of Ireland bank reconciliations for the months ended June, July and August 2014, as set out at annexe 2 to these minutes - NOTED. • Income and expenditure against budget to end August 2014, as set out at

	<p>annexe 3 to these minutes. NOTED.</p> <p>(Note: the move to enhanced financial accounting software had enabled monthly reporting, as from the July 2014 reports)</p> <ul style="list-style-type: none"> • APPROVED payment of the annual insurance premium of £3,381.65. (Power: Local Government (Miscellaneous Provisions) Act 1976, s 19) • To consider the RECOMMENDATIONS of the General Purposes Committee meeting on 2nd September, to purchase the following items: a) 20 metre Mantis zip wire, costing £8,869.75, at Goose Green play area; b) Nexus Viper Rope Swing, costing £8,767.75, at Goose Green play area; c) one initial set of adult fitness equipment, costing £9,030 at Shere Recreation Ground with a further set being purchased for siting in the other villages of the Parish if the equipment at Shere proves popular and d) clearance of the side of the Goose Green play area to form a safe Adventure Trail, costing £950. All prices include delivery, installation and appropriate ground surfaces and exclude VAT. AGREED <p>RECOMMENDATIONS.</p> <p>(Power: Local Government (Miscellaneous Provisions) Act 1976, s 19)</p> <ul style="list-style-type: none"> • To consider a request to pay by Standing Order, the previously agreed annual donation of £100 to Shere Village Nursery. AGREED, subject to the approval of the internal auditor to this arrangement. • Guildford Local Committee ‘Cluster Funding’ – to note availability of capital funds to spend on local projects and initiatives, via County Councillor K Taylor. NOTED. • To consider an estimate for weed killing at Shere car park. AGREED to accept estimate of £230, excluding VAT, subject to confirmation as to the appropriate chemicals being used. <p>(Power: Open Spaces Act 1906, ss 9, 10)</p> <ul style="list-style-type: none"> • To note the final list of projects for implementation in 2015/16, that were being put forward for grant funding from Guildford Borough Council: AGREED that the final list include: asphalt re-surfacing of Peaslake and Holmbury St Mary village hall car parks; Goose Green: levelling and clearing site for an Adventure Play Area, Christmas lights for Shere; signs/plaques for tourists/to promote the history of Shere village and for extensions and alterations to Holmbury St Mary football club pavilion.
14/117	<p>Accounts for the year 2014/15</p> <p>The Council CONFIRMED that the Council’s internal auditor, Mark Mulberry, is fully independent of the Council and meets the standards required to carry out the internal audit.</p> <p>The Council AUTHORISED the Responsible Finance Officer, in consultation with the Chairman and Vice Chairman of the Finance Committee, to undertake the following tasks and report back to the next meeting of Council for ratification:</p> <ul style="list-style-type: none"> • to confirm the scope of the internal audit for 2014/15; to approve the internal audit plan setting out proposals for the internal auditor; to confirm that this properly takes account of the corporate risk (i.e. the controls and procedures within the Council which minimise the risk of the Council not being able to function or carry out what it sets out to do) • to agree that the minimum tests proposed in the audit plan, together with

	<p>the inspections carried out by the Internal Auditor and the Chairman of the Parish Council, are adequate and effective for the Council's internal audit purposes</p> <ul style="list-style-type: none"> to confirm that they have read and understood the Engagement Letter and related terms and conditions, from the Internal Auditor for the year 2014/15 and the Clerk be authorised to sign this confirmation.
14/118	<p>Cycling – to consider providing feedback to Surrey County Council on the impact on the Parish of the ‘Prudential RideLondon’ event in 2014. It was AGREED to write to Surrey County Council expressing displeasure about public rights of way being blocked; the closing of the access to Felday Field (the Parish Council's recreation area), next to the drive to Felbury House, and also that there was no compensation for businesses that had to close because of the event. It was AGREED that C Carlisle & R Andrews draft the Parish Council's response, in consultation with the Clerk. D Wright reported that there was some funding available for inconvenienced communities and that bids for it had to be sports related.</p>
14/119	<p>Speed hump, in Peaslake – to consider a request from a local resident for a speed hump to be introduced at the 30 mile per hour sign, from the direction of Ewhurst. Because of current technical aspects and conditions attached to installing a speed hump, such as the need to provide lighting so that motorists could see the hump and the fact that single speed humps were not normally agreed to by the highways authority, it was AGREED that this request would not be implemented.</p>
14/120	<p>Planning meetings – to refer consideration of a report on the Parish Council's process for making Planning decisions to the Management and Strategy Working Group meeting, on 22nd October. AGREED.</p>
14/121	<p>Fish & Chip van – to consider a request for the van to stop in Peaslake on a Wednesday or Thursday. The proprietors be informed that the Parish Council has NO OBJECTION to the van stopping in Peaslake, provided it is in a safe and appropriate location..</p>
14/122	<p>Localism funding application– to note that, following consultation with the majority of parish councillors, an application for a localism grant has been made, on the basis that Surrey County Council retains liability for any works carried out under this scheme. It is RECOMMENDED that this action be RATIFIED. AGREED.</p>
	<p>AGENDA ITEMS TO NOTE:</p>
14/123	<p>Acquisition of strips of land in Holmbury St Mary – to note that a soil sample has been carried out opposite Holmbury Garage and did not show any significant potential problems. The copies of the Deed of Transfer, from Surrey County Council to the Parish Council had been prepared by the Council's solicitor. AGREED to attach the soil survey report to the Deed of Transfer and advise Surrey County Council that the report shows the level of contamination at the time of Transfer and should be used as a reference point to which Surrey County Council will indemnify the Parish Council (ref: para.11.5 of the Deed of Transfer), if subsequent usage requires decontamination.</p>
14/124	<p>Peaslake Farm – to receive an up-date regarding the surrender of the existing lease and the granting of a new lease, which the Parish Council's solicitor is in the process of drafting. NOTED. It was also noted that two local residents had submitted an application to the Land Registry to close the possessory title in relation to Peaslake Farm. The Parish Council's solicitor had informed the</p>

	<p>Land Registry that the Parish Council would be exercising its right to object to the application, by 25th September. APPROVED the solicitor's estimated costs of £600, excluding VAT, for co-ordinating and submitting the Parish Council's objection (Power: Local Government Act 1972, ss 124, 126 & 127)</p>
14/125	<p>Housing needs survey – to note that the survey was being distributed by Surrey Community Action in early September, together with the Parish Council's Annual Report. NOTED.</p>
14/126	<p>Community speedwatch - to note that an article had been placed in the parish magazine, inviting volunteers to operate the community speedwatch, in Shere. NOTED. Four residents from Shere and three residents from Peaslake had volunteered so far and training for them would be arranged.</p>
14/127	<p>Peaslake Village Store (and Post Office): Review of Asset of Community Value Register – to receive a report from appeal session, held on 4th September. NOTED that the Governance and Law Lawyer, at Guildford Borough Council had found as a matter of fact, that Peaslake Village Stores meets the statutory definition of an Asset of Community Value. The listing should therefore, stand but the register should be amended to remove reference to the Post Office. It was also NOTED that an owner of listed land may appeal to the First-Tier Tribunal against the local authority's decision on a listing review in respect of the land.</p>
14/128	<p>Minutes of the General Purposes Committee meeting on 2 September – to note draft minutes. NOTED and highlighted two amendments to the draft minutes.</p>
14/129	<p>Clerk's report (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <ul style="list-style-type: none"> • Silt build up adjacent to Tillingbourne – discuss situation with Environment Agency • CPRE supper-seminar on fracking – NOTED that tickets were available for this event, in Dorking, at a cost of £12.50. • Purchase of three white, female ducks for the stream, in Shere – AGREED • Himalayn Balsam at Ewhurst Road, Peaslake – advise Surrey Wildlife Trust that Himalayan Balsam is growing at this location • Response from owner of Peaslake bike shop regarding positioning of bike stands and arrangements for washing bikes. NOTED. • Shere car park – NOTED that Guildford Borough Council were being pressed to address the declining condition of the car park • Filming in Shere – NOTED that the BBC had approached the Parish Council with a view to filming, in mid-October, for two weeks. The Parish Council's filming policy had been sent to them.
14/130	<p>Councillors' Business (for noting, delegation to the Clerk or inclusion on the next agenda).</p> <p>C Carlisle queried progress on new Parish Council web-site. It was NOTED that a meeting was being arranged with the supplier.</p> <p>M Fontana re: purchase and installation of defibrillators in the Parish – AGREED to proceed and seek information from Albury Parish Council. Report to next meeting of Council.</p>

	<p>R Smith reminded Council not to get involved in e-mail discussions about Council business and that any such e-mails are public documents.</p> <p>B Grover re: the possibility of parking bays for disabled people in Middle Street, Shere - item for next meeting of Council.</p> <p>J Hutton requested that the growth from the sycamore tree stump by the path next to the doctors' surgery, in Shere, be cut back.</p> <p>A Collingwood re: a request from residents of Burrows Lane to have a speed hump, in Queen Street. Because of current technical aspects and conditions attached to installing a speed hump, such as the need to provide lighting so that motorists could see the hump and the fact that single speed humps were not normally agreed to by the highways authority, it was AGREED that this request would not be implemented.</p> <p>J Tenner re: large hole at the entrance to Pond Lane car park – NOTED that the Parish Council's contractor had filled this in a few times and that a more permanent fix was needed. AGREED to ask Surrey Highways to attend to this problem.</p> <p>J Tenner asked that the owners of a Trailquest banner, in Peaslake, be requested to remove it.</p> <p>J Tenner asked that a polite letter be sent to residents at Pursers Farm barn requesting that waste bins are not left permanently on the verge outside the barns.</p> <p>M Urban asked that Surrey Highways be contacted to be requested to provide signs at the entrance to Peaslake to say that the route is unsuitable for HGVs</p> <p>M Urban reported that BT may be removing the telephone kiosk in Rad Lane, Peaslake – Clerk to investigate.</p> <p>J Collin reported that he had obtained a flood warning map that stated who had responsibility for clearing specific drains. The Clerk was requested to forward the map to Guildford Borough Council and ask them to fulfil their responsibilities. D Wright reported that Surrey County Council had asked parish councils to nominate jobs for a special clean up.</p> <p>R Davey suggested that the Parish Council might like to give a gift/ commemorate the Lord of the Manor's 50th anniversary, in recognition of her years of support to the Parish Council. Item for next Council meeting.</p> <p>R Davey re: Parish Council Christmas dinner – agreed to have this on Friday, 12 December, at Kinghams restaurant.</p>
14/131	<p>Date of next meeting: Council Meeting, Wednesday 8th October 2014, at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF. NOTED</p>

