

# **SHERE PARISH COUNCIL**

*Serving the villages of Gomshall,  
Holmbury St. Mary, Peaslake and Shere*

## **Minutes of the Council meeting held on 27<sup>th</sup> November 2008 in Tanyard Hall, 30 Station Road, Gomshall at 8.00 p.m.**

**Present:** Mr. R. Newman (Chairman), Dr. C. Brooke, Mr. C. Carlisle, Mr. R. Davey, Mr. D. Hall, Mr. J. Hutton, Mrs. S. Nielson, Mr. R. Smith, Mr. M. Urban, Honorary Alderman Keith Childs, Borough Councillor R. Hogben, the Clerk Mrs L. Childs and two members of the public.

**116a/08 Apologies and reason for absence** in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 – apologies were submitted on behalf of Mr. R. Andrews, Mrs. M. Taylor-Cotter, Mr. J. Tenner and County Councillor D. Davis.

The Chairman commenced the meeting by offering sincere condolences to Mr. Raymond Smith following the sad death of his mother who had always taken a very keen interest in Parish Council affairs. Mr Smith thanked the Council for the tribute to his mother that was made at the beginning of the recent Planning meeting.

**116b/08 Declaration of Personal or Prejudicial Interests** by Councillors on any of the agenda items below in accordance with the Local Authorities (Model Code of Conduct) Order 2007 – (SI.2007/1159). No declarations were made.

**116c Register of Interests** – no amendments were declared.

**117/08 Declaration of gifts or hospitality over £25** – none declared.

**118/08 The Minutes of the Council meeting** held on 17<sup>th</sup> October 2008 were **AGREED AND SIGNED** as a correct record.

**119/08 Police Report** – Sgt. Simon Berger stated that P.C. Nick Sharp was due to commence his work in the Parish on 4<sup>th</sup> January. He then outlined recent crimes in the Parish and surrounding areas and answered questions regarding parking problems in the Parish. He agreed to let the Parish Clerk have two letters for public display – firstly for placing on parked cars that were causing obstructions and secondly to warn motorists parking in Shere Lane that they could face prosecution by parking on the pavement.

**120/08 Train services from Gomshall Station** – the Council was informed that a meeting had been held on 5<sup>th</sup> November with a representative of First Great Western when it was intimated that bids would be submitted by First Great Western for an improved service to Gatwick Airport with several of the trains being timetabled to stop at Gomshall from December 2009. It was felt that this news was very encouraging and the Council await further developments.

### **121/08 Traffic Calming in the Parish**

Shere Village – Dr. Brooke reported that a meeting had been held between North Ward Councillors and Mr. Lake and Mr. Banisaeid of Surrey County Council.

Traffic calming for Upper Street was discussed and the Surrey County Council officers stated:

- that a pinchpoint rather than a build out might be acceptable to them if a suitable position could be found. Surrey County Council would also be willing to pay for the safety audit for this and also for any signage required.

**RESOLVED:** that the Council would be willing, in principle, to pay for the design drawings to be drawn up and for a semi permanent structure to be put in place from the outset rather than trialling this.

- County Council officers were not happy to sanction the installation of a keep clear box at the junction of Middle Street and Willow Walk, Shere as it was felt that this could not be legally enforced and would be impossible to remove completely if it had no effect in controlling the traffic. However, they would be prepared to install a half size primrose yellow hatched box at the junction and strongly recommended this course of action.

The Council **APPROVED** the installation of a primrose coloured hatched box subject to no strong objections being received from the remainder of the members of the traffic working group which will be consulted by email.

- Surrey County Council confirmed that the Parish Council would not be legally responsible should there be a problem with the emergency services accessing properties due to parking obstructions. It was **AGREED** that a further note will be placed in the Parish magazine.
- County Council representatives stated that consideration of other parking measures should be postponed until the car park had been opened for six months so that its impact on the village can be monitored. **AGREED.**

Speedwatch – discussion **POSTPONED** until the next meeting to enable the Chairman to make further enquiries.

Other traffic issues in the Parish:

- The Council was informed that their request for a 40 m.p.h. extension, in addition to the 30 m.p.h. speed limit, along the Horsham Road, Abinger Hammer/Holmbury St. Mary had been turned down by the Task Group and the Local Committee. However, County Councillor David Davis would ask officers to reconsider this in the programme for 2009/10 and this will be decided by the local committee next March.
- The Council's request for an extension to the 30 m.p.h. speed limit in Pursers Lane, Peaslake had been turned down by the Task Group and the Local Committee. County Councillor David Davis felt that this should go through the process once more as he felt that the limit should be extended.

- The Council was informed that Surrey County Council was unable to agree to their request for “Stop” signs to be installed at the junction of the A25 and the Albury Road as these would not meet the national criteria on lack of visibility.
- The Council was informed that the request for “Children crossing” warning signs was being considered by Surrey County Council.
- Work carried out in Lawbrook Lane – the Clerk had been unable to obtain further information.

**122/08 Parish Plan** – to receive an update on the present position - **POSTPONED** until the next meeting.

### **123/08 Peaslake Village Centre improvement scheme**

The Council was informed that the plans were now being drawn up at the expense of the Surrey Hills Office. These will be considered by South West Ward Councillors when received.

South West Ward Councillors were also requested to consider submitting a project to help manage/provide infrastructure for mountain biking with a view to obtaining funding under the LEADER scheme as the Surrey Hills Office felt that the suggestion should come from the Parish.

### **124/08 Byways Open to all Traffic - London Lane**

An email from County Councillor David Davis was read to the meeting. This gave the views of the County Council and the Access Forum regarding the imposition of Traffic Regulation Orders. He stated that there is very little progress to date regarding London Lane although talks are being held with Borough and County Councillors.

Following further information received from Dr. Brooke regarding damage to the water main in the area it was **DECIDED** that the assistance of the Environment Agency will be sought.

### **125/08 Sponsor a Telephone**

The Council considered a letter from British Telecom stating that 617 calls had been made from the Gomshall Lane, Shere kiosk during the last 12 months, 801 from the Station Road, Gomshall kiosk and 116 from the one at Pursers Lane, Peaslake.

It was **RESOLVED**:

- Kiosk in Gomshall Lane, Shere – both offers to be **DECLINED UNLESS** Shere Museum agrees to take over the responsibility and maintenance of the empty kiosk.
- Kiosk at the junction of Goose Green, Gomshall – offer to be **DECLINED**.
- Kiosk in Pursers Lane, Peaslake – an offer to sponsor the kiosk be **ACCEPTED** following an offer from local resident Mrs. Morritt to sponsor this for at least one year.

**126/08 Freedom of Information Act 2000 Section 19** – the Council adopted the new scheme in its entirety.

**127/08 Consultation Document - Communities in Control – Proposed changes to the codes of conduct for local authority members and employees** – representations to be submitted by 24.12.08. A paper to be prepared and considered by Councillors. Views to be submitted to the Clerk by 23<sup>rd</sup> December to enable her to submit a response.

**128/08 Shere Parish Council’s Complaints Procedure** – the Council **REJECTED** the recommendations received from the National Association of Local Councils and a suggested scheme drawn up and recommended by the Clerk. It was **RESOLVED** that a letter be written to the National Association of Local Councils stating that the Parish Council would appreciate proposals from NALC for a procedure which does not seek to set the Council up as sitting in judgement on a complaint against itself. This approach would be in line with a national recommendation that the procedure should not be adversarial.

**129/08 Emergency Plan** – a Working Group was **FORMED** to make recommendations to the full Council. Membership - R. Davey, R. Smith, M. Urban.

**130/08 Condition of the Oak Tree in the centre of Shere** – the advice of Guildford Borough Council’s arboricultural office had been sought. He had advised that the tree be either replaced or allowed to die gracefully. However, it might be possible to prolong the life of the tree by removing the remainder of the grass, decompacting the soil and then mulching, at the same time installing a fence around the site. The Council decided not to implement the latter suggestion. Ideas will be **SOUGHT** for a species of replacement tree although no final decision was made on the course of action to be taken.

**131/08 School visits to Shere** – it was confirmed that the study of rivers is part of the GCSE coursework and that Shere was considered a safe environment for school study visits with easy and convenient access. It was **AGREED** that this matter would be monitored.

### **132/08 Clerk’s Report**

The Clerk suggested that the Council might like to consider asking the Hurtwood Control whether they would accept transfer of the Bray Bequest relating to the Fir Pound in Holmbury St. Mary as the land was in the midst of Hurtwood Control land. Any such transfer would have to be approved by the Charity Commission but the Council’s legal advisor had felt that this would not be a problem. This matter will be placed on the agenda for the next meeting.

**133/08 Councillors’ Business** (for noting or inclusion on the agenda for the next meeting).

The following matters were raised:

- Flooding problems experienced by the owners of Chapel Cottage, Holmbury St. Mary – delegated to the Clerk to enquire whether Hurtwood Control would consider reinstating the barrier on the footpath on the opposite side of the road.
- Planning application submitted for the public car park in Shere – concern was expressed by one councillor that the plans recently submitted to Guildford Borough Council showed a possible site for a recycling facility which he

strongly felt had been suspiciously included on the plans despite opposition to this. The Council were reminded that this matter had been raised at a previous meeting by Hon. Alderman Childs and, following discussion at that earlier meeting, it had been agreed to submit the application with the recycling site included, in order to prevent a possible delay in the approval and construction of the car park and the fact that a recycling facility could not be placed on site without the permission of the Recreation Ground Committee who were totally against such action. Nevertheless, the Council decided to overturn its earlier decision and voted in favour of informing Guildford Borough Council that they wished to withdraw the application unless the recycling facility was removed. The Council was informed by Hon. Alderman Childs that it was possible that their decision could delay the car park considerably.

### **SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ASK QUESTIONS OR TO ADDRESS THE COUNCIL**

#### **The following matters were raised:**

- Obstruction of the pavement outside Gallandes, Shere Lane – Surrey County Council to be informed.
- Use of Rectory Lane whilst drainage repairs are carried out in Shere – Surrey County Council to be requested to take action to prevent Rectory Lane being used as a unofficial diversion route.

#### **134/08 Finance**

- Income totalling £1,330.40 and expenditure of £5,275.24, including £41 Petty Cash expenditure, was **AUTHORISED AND APPROVED** and the detailed list of transactions signed by the Chairman.
- The Council **RECEIVED AND ACCEPTED** a bank reconciliation to 31<sup>st</sup> October 2008.
- The Council **APPROVED** a request from the Lifetrain Trust for the Parish Council to provide a grit bin to be situated on the drive leading up to Felbury House on the understanding that the Lifetrain Trust provide the gritting materials.
- Old Fire Station, Shere – the Council was pleased to note that, following the Council's representations, Guildford Borough Council have agreed to increase their grant in line with inflation – an extra £117.00 has recently been received for 2008/09.
- The Clerk reported that the Council had received an unqualified audit from the external auditor and the requisite documents had now been displayed for 14 days. The annual return was again **PRESENTED** to the council and unanimously **APPROVED AND ACCEPTED**.
- It was **NOTED** that the accounts for 2008/09 had to be approved by the Council by 31<sup>st</sup> July 2009.
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**135/08 Items of correspondence** received by the Clerk and which require the attention of the Council:

Letters and emails of objection to the application by Gomshall Club to extend opening hours. Councillors informed and representations made.

**Correspondence received after the agenda had been printed but requiring the attention of the Council** (for noting or inclusion on the agenda for the next meeting – full details available at the meeting). None received.

**Correspondence received which may be of interest to Councillors but not necessarily requiring discussion by the full Council** – for noting only or a request made to the Clerk for inclusion on the agenda for the next meeting (correspondence available immediately prior to the meeting).

Direct Information News from NALC.

Local Council Review magazine from NALC.

Surrey County Playing Fields Association – annual report and accounts 2007/08 and The Playing Field - newsletter

English Rural Housing Association Annual Report.

Surrey Community Action – annual review.

Temporary Prohibition of Traffic Order 2008 re Halfpenny Lane, Chilworth

Temporary Prohibition of Traffic Order 2008 – Middle Street and Gomshall Lane (essential drainage work to commence in January)

Temporary Prohibition of Traffic Order 2008 Ewhurst Road Peaslake /Ewhurst.

Sport Guildford – invitation to meeting on 3<sup>rd</sup> December

Wasp Bus – Minutes of last meeting.

### **Exclusion of the Public and the Press (Public Bodies Admission to meetings Act 1960)**

**136/08 War Memorial, Shere** – the remaining tenders were considered and it was **AGREED** to award the contract for £23,995 plus the cost of the ironstone, to Mr. R. Knott subject to the necessary finance being available – power: Open Spaces Act 1906 s. 11(1). A contingency fund will also be required for any unforeseen costs. This will be discussed at the Finance Committee meeting. A vote of thanks was given to Mr. James Hutton for all the time he had devoted to this project. A copy of the scheme will be placed on the Shere notice board.

**137/08 Burrows Cross Triangle** – tenders were received from two firms for, option 1, installing HB2 Kerbs plus timber posts on the inside of the triangle and, option 2, substituting Trief containment kerbs for HB2 kerbs. It was **RESOLVED** to accept the tender from S.R. Newman for the sum of £2,160 to provide and lay HB2 kerbs with timber posts at appropriate intervals (power – Highways Act 1980 s. 96(5)).

### **138/08 Staffing matters**

The Council **ACCEPTED** immediate implementation of the cost of living rise for 2008/09 in respect of the Clerk's salary as agreed by the National Association of Local Councils (2.4%) plus increased mileage allowance, both backdated to 1<sup>st</sup> April 2008. It was confirmed that the amounts are within the budget set by the Council for the year 2008/09 – see confidential Minutes.

**139/08 Date of next full Council meeting: 9<sup>th</sup> January 2009 at 8 p.m. in Tanyard Hall, Gomshall.**

**Finance Committee meeting: 2<sup>nd</sup> December 2008 7.30 p.m. Both meetings to be held in Tanyard Hall, 30 Station Road, Gomshall.**