

SHERE PARISH COUNCIL

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

Minutes of the Council meeting held on 6th June 2008 in Tanyard Hall, 30 Station Road, Gomshall at 8 p.m.

Present: Mr. R. Newman (Chairman), Mr. R. Andrews, Mr. R. Davey, Mr. D. Hall, Mr. J. Hutton, Mr. R. Smith, Mrs. M. Taylor-Cotter, Mr. M. Urban, Mrs. J. Williams, the Clerk Mrs L. Childs, the Internal Auditor Mr. J. M. Foster and one member of the public.

38/08 Apologies and reason for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 – apologies were received from Dr. C. Brooke, Mr. C. Carlisle, Mrs. S. Nielson, Mr. J. Tenner.

39/08 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):

Mr. Andrews declared a personal interest in item 48.

40/08 Register of Interests – no amendments were declared.

41/08 Declaration of gifts or hospitality over £25 – none declared.

42/08 The Minutes of the Annual Council meeting held on 9th May 2008 were **AGREED AND SIGNED** as a correct record after Land Acquisitions under 37 was altered to read “*the Council considered future possible acquisitions and a vote was taken not to pursue a possible acquisition. It was decided, however, to reconsider this matter after six months.*”

43/08 Finance

- a. The Council **RECEIVED** a verbal statement from the Internal Auditor, Mr. M. Foster, following his inspection of the Council’s accounts for the year ended 31st March 2008. Mr. Foster stated that all the necessary checks had been carried out in accordance with the Audit Plan and he had therefore signed off Section 4 of the Annual Report showing that control objectives had been achieved during the financial year to a standard adequate to meet the needs of the Council. The Chairman thanked Mr. Foster for carrying out the internal audit during the year.
- b. The Council **RECEIVED, APPROVED AND ACCEPTED** the Minutes of the Finance Committee meeting held on 30th May 2008.
- c. The Council **RECEIVED, APPROVED AND ACCEPTED** the accounts for the financial year ended 31st March 2008.
- d. The Council **RECEIVED, APPROVED AND ACCEPTED** the bank reconciliation as at 31st March 2008.
- e. The Council **RECEIVED AND APPROVED** the annual return (Section 1) for the year ended 31st March 2008. This was then signed by the Chairman and the Clerk.
- f. The Council **APPROVED** the Annual Governance Statement (Section 2 of the Annual Return). This was signed by the Chairman and the Clerk.

The Annual Return and supporting statements will now be submitted to the External Auditor for completion of the audit. *Action: The Clerk.*

44/08 Traffic Calming in the Parish

- The Council **RECEIVED AND ADOPTED** the Minutes of the Shere Traffic Working Group meeting held on 27th May 2008. The report prepared by the Clerk giving a summary of the Shere Traffic scheme was noted. It was **AGREED** that Mr. Andrews rejoin the Working Group.
- Possible car park, Shere – the Council was informed that a decision on possible lighting would be taken by the Director of Planning, Guildford Borough Council, in the very near future. It

was therefore agreed to **POSTPONE** any further discussion on this matter until the next meeting.

- Delay in installing hatching at the junction of Middle/Lower Street, Shere – it was **AGREED** that the Clerk would meet with a Surrey County Council Highways Officer to discuss this matter. *Action: The Clerk.*
- Peaslake Village Entrance Signs – to receive the views of the Surrey Hills Office following the Council's approach regarding the possibility of erecting wooden village name plates. **POSTPONED** until the next meeting.
- Speedwatch – up to date report from Holmbury St. Mary to be submitted to the next meeting. Risk Assessments regarding speedwatch locations to be submitted to the Clerk. Minimum age of speedwatch volunteers to be checked. *Action: Mrs. J. Williams.*
- To consider any other traffic issues in the Parish: - it was **AGREED** that the Council's contractor be requested to install three posts with reflectors around the war memorial in Peaslake as the previous order had been declined by a firm recommended by the Surrey Hills Office on the grounds of the long distance from their office.
- Volunteers will be **SOUGHT** to enable the Speedwatch scheme to be set up in Shere and Gomshall. This will then also enable a traffic survey to be carried out at the same time as speedwatch checks are in progress. *Action: R. Davey.*
- Enquiries will be made regarding the new criteria for 20 m.p.h. zones in villages and towns. *Action: The Clerk.*
- The installation of white lining in Peaslake Lane will be chased. *Action: The Clerk.*

45/08 Felday Chapel – restoration of the gate. It was **AGREED** that a detailed specification will be drawn up and sent out to two more firms. *Action: R. Smith/The Clerk.*

46/08 Surrey Hills – the Council **ACCEPTED**, in principle, an invitation from the AONB Director of the Surrey Hills to take part in marking the 50th year of the AONB designation. *Action: Mr. R. Davey.*

Area of Great Landscape Value Designation – the Council **AGREED TO SUPPORT** a formal review of the Areas of Outstanding Natural Beauty boundary to incorporate the Area of Great Landscape Value land in order to secure its protection in the longer term.

47/08 Exercise Classes, Goose Green, Gomshall – the Council **GRANTED** permission for an exercise class to be held for one hour on Goose Green on a Monday evening.

48/08 Tanyard Hall (tables, chairs and other equipment) – the possibility of hiring out equipment was discussed. It was **DECIDED** not to hire out hall equipment.

49/08 Clerk's Report

The following matters were drawn to the attention of the Council:

- Affordable Housing Flat at Pursers Lea, Peaslake – property re-let to a tenant with strong local connections.
- Request received from Surrey County Council for the Parish Council to issue letters regarding overgrown hedges on private properties – suggestion **DECLINED**.
- Surrey County Council Footpath 600 (Shere) and Footpath 600 (Abinger) – definitive map modification Order 2008 – gone to Appeal.
- Stall in the Pound to be held to raise money for the National Heroes fund.
- Car Parking at Tanyard Hall – correspondence received from the Borough Council's solicitor dealing with this matter on behalf of the Council.
- Suggestion from a County Councillor for the Parish Council to be kept informed of upcoming Surrey Heath Constituency meetings and news from the Frimley Park Hospital Trust – offer **DECLINED**.
- Details of the Council's new website address.

50/08 Councillors' Business (for noting or inclusion on the agenda for the next meeting).

Holmbury Football Ground (owned by the Parish Council) – it was noted that the grass could not be cut as the Football Club's mower was broken. It was **AGREED** that this Parish maintenance matter would be **DELEGATED** to the Clerk.

Parish Plan – to be placed on the agenda for the next meeting. In the meantime the Clerk was **ASKED** to obtain population statistics for the Parish.

Mrs. Williams asked the Council whether there were any matters that Councillors would like her to raise at the annual meeting of the Surrey County Association of Parish and Town Councils to be held at the beginning of July. Mrs. Williams also agreed to say a few words at the meeting, as requested by the Chief Executive of SCAPTC, on affordable housing in the Parish of Shere.

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

A question was raised regarding tree works at a property in Lower Street, Shere. The member of the public was informed that the Parish Council had raised no objection to the tree application as the removal of the trees would result in neighbouring trees having more space to flourish.

51/08 Finance

- Income totalling £249.11 was notified to the Council. Expenditure transactions since the last meeting, totalling £7,332.80, were approved/authorised by the Council and the detailed list of transactions was signed by the Chairman.
- A request for a donation towards the preparation of the Guildford Tapestry was considered. It was **AGREED** to make a donation of £50 towards the project. (Expenditure to be made from the donations' contingency account - expenditure power - Local Government Act 1972 s. 145). In response to an enquiry from the organisers it was **AGREED** to suggest that the Parish Council logo be incorporated into the tapestry to represent the Parish.

52/08 Items of correspondence received by the Clerk which require the attention of the Council:

Letter from First Great Western regarding Gomshall Station service and facilities – meeting to be arranged with Mr. Rowland as suggested. In addition **FURTHER REPRESENTATIONS** will be made to Network Rail regarding the crossing as it is felt that the 3.5 seconds allowed between the train horn sounding and the train arriving on the crossing is insufficient warning for people crossing with luggage or pushchairs etc.

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).

Notice of Local Committee (Guildford) meeting to be held on 18th June at Jacobs Well Village Hall at 7 p.m.

Hurtwood Control Trust – Accounts and Annual Report.

Guildford Borough Council – Diary of events from the Parks and Countryside Division.

Magazine – Trustee Voices from The Governance Hub.

Guildford in Bloom magazine.

Surrey Voice – news and comment from CPRE Surrey.

Guildford Borough Council newsletter “About Guildford”.

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

Peaslake Farm – to consider a request from the tenant. **POSTPONED** until the next meeting.

The Confidential Minutes of the Council meeting held on 9th May 2008 were **AGREED** and **SIGNED** as a true record.

The meeting closed at 9.20 p.m.

Date of next meeting: 18th July 2008.