

SHERE PARISH COUNCIL

*Serving the villages of Gomshall, Holmbury St. Mary, Peaslake
Shere and a large part of Abinger Hammer*

Minutes of the Council meeting held on 26th November 2010 in Tanyard Hall, 30 Station Road, Gomshall at 8.00 p.m.

Present: Parish Councillors Dr. Candace Brooke (Vice Chairman), Mr. R. Davey, Mrs S. Nielson, Mr. R. Smith, Mrs. M. Taylor-Cotter, Mr. M. Urban, Mrs J. Williams, the Clerk Mrs L. Childs, Surrey County Councillor K. Taylor and Borough Councillor D. Wright.

10/107 Apologies and reason for absence in accordance with the Local

Government Act 1972, Schedule 12, paragraph 40 – Parish Councillors R. Andrews, C. Carlisle, D. Hall, J. Hutton, R. Newman, J. Tenner, Borough Councillor R. Hogben.

10/108 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) – Dr. Brooke declared a personal interest in 10/117 (4) & (6) as two of her friends had written letters to the Parish Council.

10/109 Register of Interests – no amendments were declared. *(Members were reminded that any amendments must also be notified by Councillors in writing to the Monitoring Officer, Guildford Borough Council, Millmead, Guildford. GU2 4BB).*

10/110 Declaration of gifts or hospitality over £25. *(Members were reminded that once a declaration of gifts or hospitality has been made then a new Form of Financial and other registerable interests must be completed).* No declarations were made.

10/111 The Minutes of the meeting held on 13th October 2010 were **APPROVED** and signed by the Vice Chairman as a correct record of the meeting.

10/112 Police Matters – the Council was informed that the village shop in Peaslake had recently been broken into overnight.

10/113 War Memorial, Shere – consideration of estimates for the purchase of a piece of inscribed Portland Stone which will describe the work carried out in the Summer of 2009 and state the names of the architect and the contractor. Decision **POSTPONED** until the next meeting.

10/114 Shere Swimming Pool Field

- consideration of improvement work required to the field itself – an email had been received from Mr Hutton stating that enquiries had been made and the soil level needed to be higher rather than drainage pipes being installed. The Vice Chairman felt that decompaction work was required. **FURTHER INVESTIGATIONS** will be made.
- Consideration of a request to cut back various trees on the field to allow more light to the pool itself – **SITE MEETING** to be held with Members of the Swimming Pool Committee.
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10/115 Removal of the bridge over Upper Street, Shere – the Clerk reported that Shere Manor Estate had received several offers of help regarding the possibility of renewing and replacing the bridge. However, the first step in the process is for talks to be held with the Conservation Department officers of Guildford Borough Council. It had been noted that, in general, traffic was driving faster along Upper Street since the bridge had been removed. Mr Davey stated that Shere Museum was investigating the possibility of a link between the bridge and the Lutyens Trust. If one could be found then there might be a possibility of a grant being available.

10/116 Trees – the Council received notification that planning consent has been received for the crown reduction and thinning of the willow trees in Lower Street, Shere and the felling of a sycamore tree on land adjacent to the Old Fire Station. The Council **AUTHORISED** the placing of an order with G. Rapley for the work to be carried out (Occupiers' Liability Act) at a total cost of £1,200.

10/117 Traffic/Highway Problems

1. The Pavement, Upper Street, Shere – the Council **NOTED** that Surrey County Council had stated that the resurfacing of the footway would cost almost £20,000 which was partially due to the need for a road closure order to carry out the work. County Councillor K. Taylor had offered part of his Member's Allocation but this would not be sufficient and Surrey County Council had no other funding available for this work. The Engineer for the area has stated that he will not forget the need for resurfacing and he keeps schemes such as this in his mind and on the back boiler just in case funds should appear out of the blue. The Council expressed its appreciation of County Councillor Keith Taylor's offer of assistance.
2. Upper Street, Shere – to receive a reply from Surrey County Council regarding the Council's request for a drawing to be prepared prior to a consultation with the residents of Shere. A reply has not yet been received due to change of personnel at Surrey County Council. This matter and also the next Shere Traffic meeting were therefore **POSTPONED** until late January/early February.
3. Speeding problems - Sutton Abinger corner of the Horsham Road – it was felt that introducing a priority route could have the effect of increasing speed around the dangerous bend. A request for this will, therefore, **NOT BE MADE** to Surrey County Council. White lining along the edge of the road will, however, be **REQUESTED** if not already present. (*Clerk's note: white lining subsequently discovered under fallen leaves so a request will not be made*).
4. Upper Street, Shere – the Council reviewed the impact of the build-out which was installed in response to a planning condition for the Shere Recreation Ground car park. It was **DECIDED** to monitor the situation and also to ask the Shere Traffic Working Group's views on the matter.
5. Car Park, Shere – the Council received a report on the site meeting held on 24th November attended by several councillors, the Chairman of the Recreation Ground and Mr. T. Pilsbury, Guildford Borough Council Engineer. All present agreed that fencing was required and Mr Pilsbury offered to draw up a scheme. The Council **AUTHORISED** the installation of boundary and internal fencing and other

improvements to prevent further vandalism and improve safety to both the car park and the Recreation Ground itself once the plan had been received. Expenditure on replacement entrance gates and fencing was also **AUTHORISED**. The Council **RESOLVED** that funding for the project would be deducted from that in the car park earmarked account maximum, £7,396.66 (Occupiers' Liability Act). Section 17 of the Crime and Disorder Act 1998 – positive impact by hopefully reducing opportunities for vandalism of the car park.

6. Exit of Pathfields onto Sandy Lane – consideration of a letter from a local resident regarding the condition of the road near the entrance to Pathfields and the lack of signage warning traffic of children crossing. County Councillor Keith Taylor offered to deal with these two matters and this offer was gratefully **ACCEPTED**.

10/118 Tanyard Hall Committee – the Council **RECEIVED** the Minutes of the meeting held on 23rd September 2010.

10/119 Elections 2011 – the Council **NOTED** that Guildford Borough Council would be holding a seminar for potential candidates on 29th November and 31st January.

10/120 Walkfest 2011 – The Council **CONFIRMED** that it is willing to host a walk.

10/121 Clerk's Report

- 4639 hits to the website since September 2008, 56 individual people visited the site last week.
- Street lighting replacement – Surrey County Council will consult the Parish Council prior to the replacement of the Gomshall street lighting columns – Shere Parish is at the end of the schedule!
- Gazebo and cycle racks erected outside Peaslake cycle shop last weekend – Clerk has spoken to the owner of the cycle shop who is now aware of the Parish Council's concerns.
- Installation of 8 benches at bus stops between Gomshall and Peaslake – project postponed until future of bus services ascertained. Surrey County Council will review in 2011.
- Drainage problems in Pursers Lane and Lenten Close – letter from resident referred to Highways Department.
- Grit Bin replacement, Pitland Street, Holmbury St. Mary - £2,500 required by Surrey County Council to supply bin and provide filling for 10 years. County Councillor K. Taylor offered to fund this from his Member's allowance provided that a contribution is not needed from him for the repair of the pavement in Upper Street, Shere – to be considered.
- "Please respect this war memorial" signs to be provided for erection at the Peaslake War Memorial.
- Local Government Minister has announced that Parish Councils are to be freed from archaic payment methods once legislation has been passed by Parliament hopefully in 2011.

10/122 Councillors' Business (for noting, delegation to the Clerk or inclusion next agenda):

- Dumping of leaves on the path between Rectory Lane and Chantry Lane, Shere – Mr. Davey to investigate further.
- Early baseball sporting event to support the Olympics – suggestion that this event be held on the Recreation Ground in Shere. Parish Council willing to support provided that any car parking issues can be resolved.
- Olympic Cycle route – at present plans are in place for this to utilise the A25 through Abinger and Gomshall and then to turn up Coombe Bottom.
- Directional road sign still missing at the junction of Walking Bottom road with Hound House Road – Surrey Hills to be informed. Also one finger of signpost at Burrows Cross not yet replaced.
- Concern re traffic congestion and road blockages due to sat nav devices directing large vehicles through Shere village and Hound House Road to car insurance premises at Ewhurst Brickworks. Situation to be monitored.

SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO MAKE REPRESENTATIONS, GIVE EVIDENCE OR ASK/ANSWER QUESTIONS RELATING TO ANY MATTER ON THE AGENDA – County Councillor Keith Taylor showed the Parish Council a map of the locations of grit bins in the Parish. It was **AGREED** that the Council would check these to ensure that all had been filled with salt/grit.

10/123 Finance Matters

- a. The income and expenditure, including details of Petty Cash expenditure, since the last meeting were **AUTHORISED/APPROVED** and the list of transactions was signed by the Vice Chairman.
- b. The Council **RECEIVED AND ACCEPTED** a bank reconciliation as at 22nd October 2010. This had been verified by the Parish Council Chairman.
- c. The Council **RECEIVED** a budget update as at 31st October 2010 (shown as expenditure to date 2010/11 on the precept 2011/12 summary sheet).
- d. The following **RESOLUTION** was made: Shere Parish Council hereby incurs expenditure of £800 to Hurtwood Control, £600 to S.W. Surrey Mobile Physiotherapy Service, £250 to Gomshall & Shere Veterans Club and £1,000 to SALV under Local Government Act 1972 s. 137 which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants.
- e. The following **RESOLUTION** was made: Shere Parish Council has included in the budget for 2011/12 and hereby agrees to incur expenditure of £800 to Hurtwood Control, £600 to South West Surrey Mobile Physiotherapy Service and £250 to Surrey Air Ambulance under Local Government Act 1972 s. 137 which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants.
- f. The Council **RECEIVED AND ACCEPTED** notification of the current bank balances.
- g. Members of the Finance Committee **APPROVED** the Minutes of the Finance Committee meeting held on 4th November 2010 and Ms Williams was **AUTHORISED** to **SIGN** these as a correct record of the meeting.
- h. Mr Urban proposed, Mrs Williams seconded and the Council unanimously **ADOPTED** the **RECOMMENDATIONS** contained in the Minutes of the Finance Committee meeting apart from the later decision for the boundary fence to the Shere Car Park (see decision above 10/117(d)).

- i. The Vice Chairman **ISSUED** a precept of **£116,500** on behalf of the Council for the year 2011/12.
- j. The Council **RECEIVED NOTIFICATION** of the amount of grant aid for 2011/12 which had been sanctioned by Guildford Borough Council for the year. It was **NOTED** that a limit would be placed by Guildford Borough Council on further payments and it was **RESOLVED** that a letter be sent to all members of Guildford Borough Council's Executive reminding them that grant aid was introduced to counteract double rating when Guildford Rural District merged with Guildford Town Council (to be copied to Parish Councils located in the Borough of Guildford).

10/124 Consultation Documents

Draft Economic Strategy for Guildford (www.guildford.gov.uk/economicstrategy). Mr Davey to **CONSIDER**.

10/125 Correspondence

Invitation to be part of a lottery business venture "Lucky Locals Limited" – **DECLINED**.

Invitation to a seminar on "The Big Society in Small Communities" to be held at 6.30 p.m. on 8th December in East Horsley Village Hall. Mr Urban **TO ATTEND**.

Details of Environment Agency's Exercise Watermark March 2011 & Changes to flood warning codes (see www.environment-agency.gov.uk/floodsouth) **RECEIVED**.

Email regarding Suitable Alternative Natural Green Space (SANG) – **NOTED**.

Surrey Hills Office - Minutes of the Mountain Bike Working Group – **RECEIVED**. Also **NOTED** that the Council has learned indirectly that some action has been taken by Hurtwood Control to prevent bikers accessing the Ewhurst Road at speed. However, a further letter will be written to Hurtwood Control requesting a response direct to the Parish Council rather than to a third party as no reply has been received to the Council's letter. Reference will be made to the fact that the Parish Council donate to the Hurtwood Control each year.

Surrey County Council – Public Review of Countryside Services – **RECEIVED**.

Correspondence received after the agenda had been printed – details available on 26th November.

Booklet from DEFRA specifically for parish and town councils on ways to tackle climate change **RECEIVED**.

Surrey Pension Fund – Annual Report 2010. Mrs Williams to **CONSIDER**.

Email consultation re public service pensions – Mrs. Williams to **CONSIDER**.

Sussex and Surrey County Association – Autumn Bulletin 2010 – **NOTED**.

Transport Plan consultation – **NOTED**.

Correspondence not necessarily requiring discussion by the Council – details available at the meeting.

Wasp Community Bus – letter of thanks for donation.

Copy of the first edition of the Journal of Local Planning – a unique resource produced specifically for parish and town councils.

Surrey Crimestoppers – news release – Crimestoppers and Police join forces to crack down on burglary.

Surrey County Playing Fields Association – newsletter.

Guildford Borough Council – Minutes of the Standards and Audit Committee.
About Guildford magazine.
Surrey County Council newsletter – Surrey Matters.
NALC - Direct Information Service.
GBC – About Guildford newsletter.
Clerk and Councils Direct magazine.
Surrey Community Action magazine.

10/126 Date of the next Council meeting: Friday January 21st 2011. The Council **AUTHORISED** the distribution of the agenda to Councillors by email if necessary.

EXCLUSION OF THE PUBLIC AND PRESS (Public Admission to Meetings Act 1960)

10/127 The Confidential Minutes of the meeting held on 13th October 2010 were **APPROVED AND SIGNED** as a correct record.

10/128 The Finance Committee **APPROVED** the confidential Minutes of the Finance Committee meeting held on 4th November 2010 and these were signed as a correct record. The recommendations contained therein were **ADOPTED** including those relating to salaries for 2011/12.

10/129 Five yearly review of rent for a Parish Council property – the Council **NOTED** that this matter had now resolved and it also received a final comment from the leasee regarding the rent increase.

The Council NOTED that it must prove that it is complying with Section 17 of the Crime and Disorder Act 1998 by creating an audit trail where necessary.

The meeting closed at 10.45 p.m.