

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

**Minutes of the Council meeting held on 18th July 2008
in Tanyard Hall, 30 Station Road, Gomshall at 8.10 p.m.**

Present: Mr. R. Newman (Chairman), Mr. R. Andrews, Dr. C. Brooke, Mr. R. Davey, Mr. J. Hutton, Mrs. S. Nielson, Mr. R. Smith, Mr. J. Tenner, Mrs. M. Taylor-Cotter, the Clerk Mrs L. Childs, Councillor R. Hogben and Hon. Alderman K. Childs.

54/08 Apologies and reason for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 – apologies were received from Mr. C. Carlisle, Mr. D. Hall, Mr. M. Urban, Mrs. J. Williams, Surrey County Councillor D. Davis.

55/08 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 prejudicial interest in 60/08 and left the room whilst this matter was being considered.

Mr. Davey declared a prejudicial interest in 67/08 and left the room whilst the consideration of a donation to Shere Museum was discussed.

Mrs. Taylor Cotter declared a personal interest in 61/08 Felbury House Car Park and 70/08 The War Memorial, Shere.

56/08 Register of Interests – no amendments were declared.

57/08 Declaration of gifts or hospitality over £25 – none declared.

58/08 The Minutes of the Council meeting held on 6th June 2008 were **AGREED AND SIGNED** as a correct record.

59/08 Shere Manor Estate

Land at Shere - the Council **AUTHORISED** the execution of the Deed of Rectification for various parcels of land in Shere. The relevant documents were signed by the Chairman and Vice Chairman and witnessed by the Clerk.

60/08 Holmbury St. Mary Football Pavilion

- The Council **AUTHORISED** the execution of the transfer documents. The relevant documents were signed by the Chairman and Vice Chairman and witnessed by the Clerk.
- The Council **AUTHORISED** a payment of £839.66 (£714.60 plus £125.06 VAT) to Charles Russell in respect of professional fees for the sale of the Holmbury Football pavilion to the Parish Council. It was **NOTED** that the invoice from the Council's solicitor was due shortly.

61/08 Felbury House Car Park

- The Council **APPROVED** a request from the Lifetrain Trust for the boundaries of the car park to be altered to improve access for coaches.
- The Council was informed that the Lifetrain BBQ and Skittles event planned for 13th September 2008 had been cancelled.
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62/08 Complaints about the Conduct of Borough and Parish Councillors – the Council **NOTED** that the Local Government and Public Involvement in Health Act 2007 now provides for a revised ethical standards regime for local government. Under this Act Guildford Borough Council has now

assumed responsibility for receiving and making initial assessments of complaints about the conduct of borough and parish councillors within its area. Such matters will be dealt with by the Standards and Audit Committee which is in operation and currently includes two parish council representatives. A third parish council representative is now required and nominations are therefore sought to fill this vacancy. It was **DECIDED** not to make a nomination.

The Clerk **RECOMMENDED** that the Council reconsider and update, if necessary, its own Complaints policy in line with the recommendations of the National Association of Local Councils and this was **AGREED**. The matter will therefore be placed on the agenda for the next meeting. *Action: The Clerk.*

63/08 Traffic Calming in the Parish

- Possible car park, Shere:
A draft tripartite agreement between the Recreation Ground, Shere Parish Council and Guildford Borough Council had been received from Guildford Borough Council following their decision to allow the car park to be built without consideration of lighting. This had been considered by the Parish Council's solicitor who felt that it was a good basis for a final agreement. Although he felt that the indemnity sought by Guildford Borough Council would be covered by the Council's public liability insurance policy the Council **DECIDED** that it wished the indemnity clause to be more explicit. It was also **RESOLVED** to negotiate with Guildford Borough Council in order that the Council's contribution could be paid over when stage payments commence to the contractor rather than on the signing of the agreement. *Action: The Clerk.*

The meeting was adjourned to enable Hon. Alderman Childs to highlight the main points he had already raised with the Borough Council's solicitor. These included the fact that Shere Parish Council would operate the car park not the Recreation Ground as stated in the document and also that the Trustees of the Recreation Ground would sign this document together with the Chairman of the Recreation Ground. The meeting then restarted.

- Delay in installing hatching at the junction of Middle/Lower Street, Shere – the Clerk reported that a copy of the plan of the suggested hatching had been sent to Surrey County Council and their comments awaited.
- 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 – to receive an up to date report. Report on the Holmbury St. Mary scheme **POSTPONED** until the next meeting. Mr. Davey stated that he had the names of 6 volunteers from Shere and Gomshall who would be willing to undertake training. *Action: Mrs. Williams to be informed.*
- Other traffic issues in the Parish – it was reported that the wooden posts had now been installed by the Council's contractor on the Village Green in Holmbury St. Mary. Parking problems in Shere were also mentioned.

64/08 Parish Plan – consideration of this matter was **POSTPONED** until the next meeting. The Chairman **AGREED** to discuss this matter with Mrs. Williams prior to the next meeting. Mr. Roy Davey offered to assist with the plan. *Action: The Chairman.*

65/08 Clerk's Report

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

- Damage to fence in Pond Lane Car Park – insurance claim submitted to offending driver's insurance company.
- Gate installed on Goose Green's smaller recreation ground by adjacent landowner – copy of the Land Registry documents sent and reply received from neighbour stating that he will

contact the Parish Council once advice has been sought. *Action: Place on the agenda for the next meeting.*

- London Lane (Byway Open to all Traffic) – a reply to the Council’s letter received from Surrey County Council stating that they are unable to consider the Council’s application for a Traffic Regulation Order to restrict vehicles from using the lane as it is felt that silt would continue to be washed out by the flow of water even if there were no vehicle movements up and down the lane. The Clerk will reply to Surrey County Council stating that the silt poses a significant safety hazard on Upper and Middle Street and that it was felt that there would be much less silt coming off the Lane if the channel was filled in and it revegetated. Councillor D. Davis had also agreed to make representations to Surrey County Council in the Autumn. *Action: The Clerk.*
- Condition of the Oak Tree in the Square, Shere – to be considered by the Parish Maintenance Committee.

66/08 Councillors’ Business (for noting or inclusion on the agenda for the next meeting). The following matters were raised:

- Felday Chapel gate – Mr. Hutton had kindly agreed to draw up the specification for the repairs/renovation.
- Felday Houses – query re access to garden over footway – being investigated by Surrey County Councillor D. Davis.
- Mini bus service to Cranleigh School – currently in operation but funding required.
- Parish Council’s “Jay” Cup – won this year for vegetable growing by the Reception Class at Shere Infants School.
- Overgrown hedge outside the property “Vaughans”, Shere – owners to be requested to cut this back. *Action: The Clerk.*
- Ditch adjacent to the Scout Hut, Gomshall – concern expressed re the lack of clearance of the ditch. **DELEGATED** to the Clerk to contact the Chairman of the Scout Supporters’ Group. *Action: The Clerk.*
- Parking and visitor problems in Peaslake.

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

Alderman Childs drew the Council’s attention to the two diseases affecting many Horse Chestnut trees at the present time. He also reported that the Star Energy planning application had been approved by Surrey County Council.

67/08 Finance

- Income totalling £5,002.25 was notified to the Council. Expenditure since the last meeting, totalling £14,518.42, was approved/authorised by the Council and the detailed list of transactions was signed by the Chairman.
- A bank reconciliation to 30th June 2008 was received and accepted.
- Old Fire Station, Shere – public toilets - The Council **RESOLVED** to terminate the contract for the hire of the hand driers and soap dispensers upon purchase of these from the hire company at a cost of up to £390. *Action: The Clerk.*
- Shere Museum – The Council **CONSIDERED** a request that part funding be provided for a replacement window at the front of the new Shere Museum building. Although the Council was sympathetic in principle it was **DECIDED** that no decision would be made until the final invoice had been received for the purchase of the new doors for the Museum.
- The Clerk informed the Council that schemes and projects requiring grant aid must be notified to her as soon as possible in order that these can be fully costed and then submitted to the full Council meeting on 1st September.

68/08 Items of correspondence received by the Clerk which require the attention of the Council:

Letter from Surrey County Council stating that, before the transfer of the manorial waste in Holmbury St. Mary can take place, the County have to carry out investigations on every single parcel of land. They will keep the Parish Council informed of developments and also look into the possible transfer of the triangular parcel of land at the top of Pitland Street. **NOTED.**

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). No late correspondence received.

Copy of the Holmbury St. Mary Village Hall sealed Scheme received from the Charity Commission. **NOTED.**

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).

Invitation to Westminster Briefing Third Sector conference – 12th November 2008 cost £365 per person.

Temporary road closure order for Coombe Lane, Shere

About Guildford – Guildford Borough Council newsletter.

Shere Swimming Pool – Minutes of the meeting held on 11th June.

Clerk and Councils Direct magazine.

Surrey Matters – Surrey County Council magazine.

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

69/08 Peaslake Farm – to consider a request from the tenant. **POSTPONED** until the next meeting to enable further information to be sought. *Action: The Clerk.*

70/08 War Memorial, Shere – to consider the tenders received for the proposed restoration work. The Council **AUTHORISED** the Clerk, after consultation with Mr. J. Hutton, to draw up a short list and then seek further information in order that this matter can be considered more fully at the next Council meeting. *Action: The Clerk.*

The meeting closed at 9.50 p.m.

Date of next meeting: MONDAY 1ST SEPTEMBER 2008 8 p.m. Tanyard Hall, Gomshall