



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

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**Minutes of the General Purposes Committee meeting held
Friday, 24th April 2015
at Tanyard Hall, 30 Station Road, Gomshall**

14/GP65	Welcome and Councillors present: Chairman C Carlisle Councillors M Taylor-Cotter, R Smith, B Andrews, M Urban, C Brooke, A Collingwood, The Clerk J Millett and the Assistant to the Clerk S Hoyland
14/GP66	Apologies for absence: R Davey, J Collin and J Hutton
14/GP67	Declarations of Disclosable and other Interests None
14/GP68	Approval of the Minutes of the General Purposes Committee held on 26 th February 2015 Approved and signed by the Chairman, subject to the following amendments: <ul style="list-style-type: none"> • Item 14/GP56 remove “Robert” replace with “Bob” • Item 14/GP59 remove “expressed confusion as to where the section 106 money has come from and where the reserves from the last section 106 currently are” and replace with “sought clarification as to the remaining 106 reserves from the Leather Lane development”
14/GP69	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE No Public Present
14/GP70	Finance – to receive a report from the Clerk/Responsible Financial Officer The Clerk made a short address. It was NOTED that there should be clear deadline dates on the Financial Position Summary, specifically for Guildford Borough Council grants ACTION – Clerk to see if any 106 monies are remaining from the Leather Lane development.

14/GP71	<p>Appointment of Representative Portfolio Holders:</p> <ul style="list-style-type: none"> • Swimming Pool • Playground matters • Land and Property Maintenance • Localism funding for local highway work <p>It was NOTED by the Clerk that there should be 2 councillors for each portfolio, for accountability.</p> <p>Representative Portfolio Holders for the Swimming Pool – M Taylor-Cotter and A Collingwood</p> <p>Representative Portfolio Holders for Playground Matters – C Brooke and A Collingwood</p> <p>Representative Portfolio Holders for Land and Property Maintenance – C Carlisle and B Andrews</p> <p>Representative Portfolio Holders for Localism Funding for local highway work – J Collin, to be appointed after election</p>
14/GP72	<p>Land and tree inspections (Occupiers' Liability Act 1957/84)</p> <p>To receive an up-date since the last meeting.</p> <p>An update was given by the Assistant to the Clerk.</p> <p>ACTION - Assistant to the Clerk to obtain permission for cutting back the trees in Swimming Pool Field.</p> <p>ACTION - Assistant to the Clerk to contact Wotton Parish Council for advice on repairs to bus shelters.</p> <p>ACTION - Assistant to the Clerk to check if the Dog waste bin at the bottom of the steps of Peaslake Recreation Ground, could be moved up to the top and will it still be emptied.</p>
14/GP73	<p>Parish maintenance –</p> <ul style="list-style-type: none"> • Stump removal between swimming pool field and Gomshall Lane - ACTION: Assistant to Clerk to check to see if permission is required to remove stump • Shere bridge bollard lights – AGREED to leave the bollard lights flashing. ACTION – Assistant to the Clerk to arrange the repair of the one not working.
14/GP74	<p>Old Fire Station - Survey and Maintenance –NOTED that J Hutton was arranging for an updated survey</p>
14/GP75	<p>Shere Recreation Ground - Adult Fitness Equipment – NOTED that a pro-forma invoice from HAGS had been received, the Clerk was checking for their normal terms of payment, rather than full upfront payment.</p>
14/GP76	<p>Skateramp - update including telegraph poles for CCTV – Planning Permission was being applied for the erection telegraph poles, to place the CCTV on.</p> <p>ACTION – Assistant to the Clerk to add details to the Playground Inspection Sheet: check bins, signs, brushes and any damage to the skateramp</p> <p>ACTION – Assistant to the Clerk to earmark a Saturday in June/July for a Display Day and Official Opening.</p> <p>ACTION - C Brooke to arrange for a display of tricks and BBQ</p> <p>ACTION – www.fieldsintrust.org.uk for bunting etc.</p>

14/GP77	<p>Goose Green Adventure Trail – consideration of progress made A rough path had been cleared, but did not meet in the middle, due to branches. Old glass and debris need to be removed. ACTION – Assistant to the Clerk to arrange site visit with Graham Rapley and C Brooke</p>
14/GP78	<p>Goose Green Play Area – update on new play equipment A pro-forma invoice from HAGS has been received, the Clerk was checking for their normal terms of payment, rather than full upfront payment.</p>
14/GP79	<p>Scout Hut at Goose Green – potential land clearing It was NOTED that the area around the back of the Scout Hut needs some attention. ACTION - Assistant to the Clerk to obtain a quote from Graham Rapley to clear it.</p>
14/GP80	<p>Peaslake Play Area – maintenance update NOTED</p>
14/GP81	<p>Consideration of Playground Inspection Course APPROVED – Clerk/Assistant to Clerk to book and attend the RoSPA Playground and Maintenance One Day Training Course Brentwood £227.00 ex VAT (Local Government Act 1972 Sch 14, Para 27)</p>
14/GP82	<p>Tanyard Hall –</p> <ul style="list-style-type: none"> • Maintenance - ACTION – Assistant to Clerk to ask BH to check the strength of the bulbs and location of the sensors • Boundary Wall Maintenance: Wall by electricity substation ACTION – J Hutton to look at wall urgently. Consider modern methods for the top layer of the wall. ACTION - J Hutton to report back • Car park and unauthorised parking – NOTED that there were two unauthorised users and Flashpark were instructed to issue tickets.
14/GP83	<p>River Tillingbourne through Gomshall - build-up of silt by Mickle Laboratory – A site visit took place with the Fisheries Department and Mickle Laboratory to discuss reducing the flood risk to Mickle Laboratory, while conserving the river habitat. ACTION - Assistant to Clerk to report back when recommendations are received in writing.</p>
14/GP84	<p>Holmbury St. Mary and Peaslake Village Hall Car Parks re-surfacing – M Urban and M Taylor-Cotter declared an interest Tidey and Webb have been instructed and provided two dates for the work to be carried out: 8th-12th June 2015 and 15th-19th June 2015 ACTION – Councillors B Andrews and M Urban to check potential dates, regarding hall users. C Carlisle and B Andrews to check daily on progress when the works begin.</p>

14/GP85	<p>Localism Funding and Potential works Councillors suggested potential works ACTION Assistant to Clerk to do a site visit on the following:</p> <ul style="list-style-type: none"> • Footpath Stagbury to Felday Houses • Footpath Upper Street, Chantry Lane to A25 • Hopedean Corner to Hopedean Farm – clearing of undergrowth • Footpath Holmbury Garage to Holly Bush Corner • Hedge along Upper Street – Shere Manor Estate Responsibility – gesture of goodwill
14/GP86	<p>Drains – update A list of all the problems with drains has been compiled. ACTION Assistant to the Clerk to chase Surrey County Council to resolve the issues.</p>
14/GP87	<p>Peaslake – Banks of stream along Ewhurst Road ACTION Assistant to Clerk:</p> <ul style="list-style-type: none"> • Check the lease with Shere Manor Estate and establish responsibility for the upkeep of the banks. • Contact the Environment Agency for advice on the best way to re-enforce the banks to prevent further collapsing, blocking the flow of water and causing a back-up of water and potential flooding further upstream.
14/GP88	<p>Prudential RideLondon – Instructed from the Council Meeting 5/2/2015 to select a project for an application to London Marathon Trust deadline August 2015. Various projects were suggested, such as public toilets at The Hurtwood; drainage at Goose Green; a new pavilion for Goose Green, a multi-use games area or a new pavilion on Shere Recreation Ground and re-surfacing some of the tracks on The Hurtwood. It was AGREED that an initial list of ideas be reported in the parish magazines - with a request for any further suggestions NO FURTHER SUGGESTIONS MADE therefore committee to select a suitable project – each option was discussed ACTION – Suitable project agreed – drainage problem at Goose Green and possible multi-use area at Goose Green Assistant to Clerk:</p> <ul style="list-style-type: none"> • to check on the pipe under Goose Green and add to Drains List • Specialist Report from James Hutton and Land & Water

14/GP89	<p>Councillors' Business – for inclusion on the agenda for the next meeting or delegation to the Clerk</p> <ul style="list-style-type: none"> • Land & Tree Health and Safety Inspections, Official forms yearly, ACTION they should be checked regularly by the Clerk or Assistant to Clerk, for any obvious defects. • Shere Car Park – ACTION Assistant to the Clerk to remind Graham Rapley to clear vegetation • Washing bikes at the cycle shop – ACTION Assistant to the Clerk to look into regulatory body • Re turf by Oak Tree, Shere – it was NOTED that Grass does not grow well here • Re turf by Stream in Shere - ACTION Assistant to the Clerk to do a site visit and report back • Reported abandoned cars in Shere car park ACTION Assistant to the Clerk to do a site visit and report back • Parish and Town Ward Programme – AGREED that Peaslake Scudges would be a good project. ACTION Clerk/Assistant to the Clerk to apply. • Signage for Shere Car park - ACTION Assistant to the Clerk look into improved signage agreed after traffic calming was completed.
14/GP90	<p>Date of next meeting: Friday, 17th July 2015, at 11.30am, at Tanyard Hall.</p>