



## **SHERE PARISH COUNCIL**

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

Joy Millett  
Parish Clerk/Finance Officer,  
Telephone/Fax: 01483 203431

Clerk2009@ShereParishCouncil.gov.uk  
<http://www.ShereParishCouncil.gov.uk>

Tanyard Hall  
30 Station Road  
Gomshall  
Guildford,  
Surrey. GU5 9LF

3<sup>rd</sup> September 2014

All Members of Shere Parish Council are hereby summoned to attend the Shere Parish Council meeting to be held at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF on Wednesday, 10<sup>th</sup> September 2014, at 7.30pm, for the purpose of transacting the business specified on the attached agenda.

Please note that the Council meeting will be preceded by the Annual meeting of the trustees of the Reginald Arthur Bray Bequest, starting at 7.15pm.

Joy Millett  
Clerk to the Council



## SHERE PARISH COUNCIL

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

Joy Millett  
Parish Clerk/Finance Officer,  
Telephone/Fax: 01483 203431

Clerk2009@ShereParishCouncil.gov.uk  
<http://www.ShereParishCouncil.gov.uk>

Tanyard Hall  
30 Station Road  
Gomshall  
Guildford,  
Surrey. GU5 9LF

**SHERE PARISH COUNCIL MEETING  
WEDNESDAY, 10<sup>th</sup> SEPTEMBER 2014, STARTING AT 7.30 PM  
AT TANYARD HALL, 30 STATION ROAD, GOMSHALL GU5 9LF**

### AGENDA

Reference	Item	Led by
14/109	<b>To receive apologies and accept the reason for absence (if appropriate)</b> in accordance with the Local Government Act 1972, Schedule 12, paragraph 40.	RD/JM
14/110	<b>Declarations of Interest</b> – The Council to receive any declarations of disclosable pecuniary and other interests from Members in respect of any other item to be considered at the meeting. <i>(Members need only disclose pecuniary interests not currently listed on the Register of Disclosable Pecuniary Interests. Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest. Any other interests must be declared at each meeting.)</i>	RD/JM
14/111	<b>Register of Disclosable Interests – to declare any amendments.</b> (Members are reminded that any amendments must also be notified by Councillors in writing to the Monitoring Officer, Guildford Borough Council, Millmead, Guildford GU2 4BB so that they may be added to the Register).	RD/JM
14/112	<b>Declaration of gifts or hospitality over £25</b> - Members are reminded that once a declaration of gifts or hospitality has been made then the Monitoring Officer of Guildford Borough Council must be informed.	RD/JM
14/113	<b>Minutes of previous meeting</b> - the Council to confirm the Minutes of the Council meeting held on 3 July 2014.	JM
	<b>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL</b>	
14/114	<b>Police Matters</b> – to receive a report from the police representative	Police
	<b>AGENDA ITEMS FOR DECISION:</b>	
14/115	<b>Local Plan</b> – to consider delegation of the Parish Council’s response to the Draft Local Plan to the Chairman of Council and the Chairman of the Planning Committee, in consultation with the Parish Clerk.	RS/RD

14/116	<p><b>Finance matters</b></p> <ul style="list-style-type: none"> <li>• Approval of income and expenditure for the months ended June, July and August 2014</li> <li>• To note bank reconciliations for the months ended June, July and August 2014</li> <li>• To note income and expenditure against budget (Note: the move to enhanced financial accounting software has enabled monthly reporting, as from the July 2014 reports)</li> <li>• To <b>APPROVE</b> payment of the annual insurance premium of £3,381.65</li> <li>• To consider the <b>RECOMMENDATIONS</b> of the General Purposes Committee meeting on 2<sup>nd</sup> September, to purchase the following items: a) 20 metre Mantis zip wire, costing £8,869.75, at Goose Green play area; b) Nexus Viper Rope Swing, costing £8,767.75, at Goose Green play area; c) one initial set of adult fitness equipment, costing £9,030 at Shere Recreation Ground with a further set being purchased for siting in the other villages of the Parish if the equipment at Shere proves popular and d) clearance of the side of the Goose Green play area to form a safe Adventure Trail, costing £950. All prices include delivery, installation and appropriate ground surfaces and exclude VAT.</li> <li>• To consider a request to pay by Standing Order, the previously agreed annual donation of £100 to Shere Village Nursery</li> <li>• Guildford Local Committee ‘Cluster Funding’ – to note availability of capital funds to spend on local projects and initiatives, via County Councillor K Taylor</li> <li>• To consider an estimate for weed killing at Shere car park</li> <li>• To note the final list of projects for implementation in 2015/16, that are being put forward for grant funding from Guildford Borough Council: asphalt re-surfacing of Peaslake and Holmbury St Mary village hall car parks; at Peaslake Village Hall: drainage ditch, manhole covers, water main covers, addressing the tarmac/damp course issue and provision of two disabled exits; seats and tables for Peaslake Village Hall, run off at Peaslake cemetery; Goose Green levelling, Christmas lights and signs/plaques for tourists/to promote the history of Shere village.</li> </ul>	<p>JM JM JM JM JM RD/CB CB/JM KT/JM JM JM</p>
14/117	<p><b>Accounts for the year 2014/15</b> The Council to <b>CONFIRM</b> that the Council’s internal auditor, Mark Mulberry, is fully independent of the Council and meets the standards required to carry out the internal audit.</p> <p>To authorise the Responsible Finance Officer, in consultation with the Chairman and Vice Chairman of the Finance Committee, to undertake the following tasks and report back to the next meeting of Council for ratification:</p>	<p>JM</p>

	<ul style="list-style-type: none"> <li>to confirm the scope of the internal audit for 2014/15; to approve the internal audit plan setting out proposals for the internal auditor; to confirm that this properly takes account of the corporate risk (i.e. the controls and procedures within the Council which minimise the risk of the Council not being able to function or carry out what it sets out to do)</li> <li>to agree that the minimum tests proposed in the audit plan, together with the inspections carried out by the Internal Auditor and the Chairman of the Parish Council, are adequate and effective for the Council's internal audit purposes</li> <li>to confirm that they have read and understood the Engagement Letter and related terms and conditions, from the Internal Auditor for the year 2014/15 and the Clerk be authorised to sign this confirmation.</li> </ul>	
14/118	<b>Cycling</b> – to consider providing feedback to Surrey County Council on the impact on the Parish of the 'Prudential RideLondon' event in 2014.	CC
14/119	<b>Speed hump, in Peaslake</b> – to consider a request from a local resident for a speed hump to be introduced at the 30 mile per hour sign, from the direction of Ewhurst.	JM
14/120	<b>Planning meetings</b> – to refer consideration of a report on the Parish Council's process for making Planning decisions to the Management and Strategy Working Group meeting, on 22 <sup>nd</sup> October.	RA
14/121	<b>Fish &amp; Chip van</b> – to consider a request for the van to stop in Peaslake on a Wednesday or Thursday	JM
14/122	<b>Localism funding application</b> – to note that, following consultation with the majority of parish councillors, an application for a localism grant has been made, on the basis that Surrey County Council retains liability for any works carried out under this scheme. It is <b>RECOMMENDED</b> that this action be <b>RATIFIED</b> .	RD
	<b>AGENDA ITEMS TO NOTE:</b>	
14/123	<b>Acquisition of strips of land in Holmbury St Mary</b> – to note that a soil sample has been carried out by Holmbury Garage and did not show any significant potential problems. The copies of the deed of transfer, from Surrey County Council to the Parish Council have therefore been signed and returned to the Council's solicitor, as previously agreed.	CC/JM
14/124	<b>Peaslake Farm</b> – to receive an up-date regarding the surrender of the existing lease and the granting of a new lease, which the Parish Council's solicitor is in the process of drafting.	
14/125	<b>Housing needs survey</b> – to note that the survey is being distributed by Surrey Community Action in early September, together with the Parish Council's Annual Report	RD
14/126	<b>Community speedwatch</b> - to note that an article has been placed in the parish magazine, inviting volunteers to operate the community speedwatch, in Shere. Three residents have volunteered so far and training for them will be arranged.	RD
14/127	<b>Peaslake Village Store (and Post Office): Review of Asset of Community Value Register</b> – to receive a report from evidence	RD

	session, held on 4 <sup>th</sup> September.	
<b>14/128</b>	<b>Minutes of the General Purposes Committee meeting on 2 September</b> – to note draft minutes	JM
<b>14/129</b>	<b>Clerk's report</b> (for noting, delegation to the Clerk or inclusion on the next agenda)	JM
<b>14/130</b>	<b>Councillors' Business</b> (for noting, delegation to the Clerk or inclusion on the next agenda).	ALL
<b>14/131</b>	<b>Date of next meeting:</b> Council Meeting, Wednesday 8 <sup>th</sup> October 2014, at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF	JM

Joy Millett, Clerk to Shere Parish Council

3 September 2014