



SHERE PARISH COUNCIL

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

Joy Millett
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<http://www.ShereParishCouncil.gov.uk>

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

5th June 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, on Thursday, 12th June 2014 at **8.00pm** for the purpose of transacting the business specified on the attached agenda.

Please note that the Council meeting will follow the Planning Committee, starting at 6.30pm and the Finance Committee, starting at 7.30pm.

Joy Millett
Clerk to the Council



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SHERE PARISH COUNCIL MEETING
THURSDAY, 12 JUNE 2014, STARTING AT 8.00 PM
TANYARD HALL, 30 STATION ROAD, GOMSHALL

AGENDA

Reference	Item	Led by
14/67	To receive apologies and accept the reason for absence (if appropriate) in accordance with the Local Government Act 1972, Schedule 12, paragraph 40.	RD/JM
14/68	Result of uncontested election in the south west (Peaslake) ward – to note the election of Jim Collin to this vacancy and to sign the declaration of acceptance of office. To consider his appointment to any Committees and outside bodies.	JM
14/69	Declarations of Interest – 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
14/70	Register of Disclosable Interests – to declare any amendments. (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
14/71	Declaration of gifts or hospitality over £25 - 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
14/72	Minutes of previous meeting - the Council to confirm the Minutes of the Annual Council meeting held on 1 May 2014.	JM
	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL. The meeting to restart	

14/73	<p>Shere Traffic Proposals:</p> <ul style="list-style-type: none"> • to receive an up-date on the works now in progress • to receive an up-date on the petition, calling for a ban on HGVs through Shere. The Chairman is due to address the next Guildford Local Committee, on 25th June, on this important issue, established in the Parish Council's extensive public consultation on traffic in Shere. (Note: Cllr M Urban is also due to address the same meeting on the petition, calling for a 20 mph speed limit in part of Peaslake) • to consider a request from local residents for bollards on the pavement, on Shere Lane, Shere, to prevent parking on the pavement which causes a dangerous obstruction to pedestrians • Disused road area outside Upper Lodge, Upper Street, Shere – to note that the owner of Upper Lodge would be willing to pay for any costs associated with his proposal to grass over the disused section of road directly outside his property. 	RD RD/MU JM JM
14/74	Police Matters – to receive a report from the police representative	Police
14/75	Local Plan – to receive an up-date, including a report of the recent meeting with Guildford Borough Council to discuss the impact of the draft Local Plan on the Parish's villages.	RS
14/76	<p>Finance matters</p> <ul style="list-style-type: none"> • Approval of income and expenditure for the months ended April and May 2014 • To note bank reconciliations for the months ended April and May 2014 • To note income and expenditure against budget • To note revised financial management reporting arrangements • To consider the adoption of new financial regulations, as drafted by the National Association of Local Councils • To consider an estimate to a) fix in damaged posts, in Shere car park and b) to replace the rotten gate post and edging boards and re-hang the gate, at Tower Hill play area • To note a progress report on Guildford Borough Council (GBC) grant aided projects in 2014 • GBC grant aid 2015/16 – Ward Councillors to suggest possible schemes for inclusion in the Council's application for grant aid. Projects must be of a non- routine nature and not relate to repairs or maintenance. 	JM
14 /77	<p>Accounts for the year 2013/14</p> <p>a. the Council to receive notification from the Internal Auditor that the Accounts are in order and that he has satisfactorily completed Section 4 of the Annual Return stating that the Council's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31st March 2014. Internal audit has therefore been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas</p>	

	<p>examined, the internal audit conclusions are summarised in Section 4 of the Annual Report confirming that in all significant respects the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council.</p> <p>b. the Council to receive, approve and accept the Accounts for the year ended 31st March 2014.</p> <p>c. The Council to receive and approve the Annual Return (Section 1) for the year ended 31st March 2014. This to be signed by the Chairman and the Clerk.</p> <p>d. The Council to approve the Annual Governance Statement (Section 2 of the Annual Return). This to be signed by the Chairman and the Clerk.</p> <p>e. The Council to confirm the scope of the internal audit for 2014/15.</p> <p>f. The Council to receive a budget update to 31st March 2014.</p> <p>g. The Council to confirm that the Council's internal auditor Mr. Mark Mulberry is fully independent of the Council and meets the standards required to carry out the internal audit.</p> <p>h. The Council to approve the internal audit plan setting out proposals for the internal auditor and 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).</p> <p>i. The Council 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. This to also be agreed with the Internal Auditor.</p> <p>j. The Council to resolve that an Engagement Letter be issued to the Internal Auditor for the year 2014/15.</p>	
14/78	Holmbury St Mary Village Hall car park – to note the expiry of the lease of the car park at the end of 2014.	JM
14/79	'Love Where You Live' Parish and Town Ward Programme – to note that Guildford Borough Council has a crew who will come to Shere Parish Council and tackle 'extra tasks' that would not usually be carried out as part of regular street cleaning or park and countryside duties. For example, they can clear scrub land, prepare an area for wildlife flora, wash down signs, tidy up an area in a housing estate. The Borough Council's dead-line for the receipt of applications to carry out works is 20 th June.	JM
14/80	Peaslake Fair – to consider a request for permission to: <ul style="list-style-type: none"> • place signs on land owned by the Parish Council, from 9th to 27th August • use land leased to the Parish Council, ie, the green on Ewhurst Road, on the day of the fair. 	MU
14/81	Adoption of telephone boxes – to consider a report on the adoption of phone boxes, in Peaslake.	JM
14/82	Goose Green Play Area – to consider replacement of the zip wire	CB

	equipment.	
14/83	<p>Clerk's Report (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <ul style="list-style-type: none"> • Definitive map and statement of Rights of Way – to note that the latest map and statement has been received from Surrey County Council and is available from the Parish Council office. • Surrey Hills Mountain Bike Working Group – to note the Group's response about cyclists washing off their mountain bikes in the stream at Ewhurst Road, Peaslake. • Planning application for tree works in a Conservation Area (14/T/00061) – to note that the Borough Council had received no objections to the Parish Council's application to remove a lower limb of an Oak tree in Shere Recreation Ground. 	JM
14/84	Councillors' Business (for noting, delegation to the Clerk or inclusion on the next agenda).	ALL
14/85	Date of next meeting: Council Meeting, Thursday 3 rd July 2014, Peaslake Village Hall, Walking Bottom, Peaslake GU5 9RR.	JM
14/86	Exclusion of Public and Press (Public Bodies Admission to meetings Act 1960) – to consider excluding the public and press for the following items:	JM
14/87	Peaslake Farm – to receive an up-date	CC

Joy Millett
Clerk to Shere Parish Council

5th June 2014