



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

8 January 2014

All Members of Shere Parish Council are hereby summoned to attend the Shere Parish Council meeting to be held in Tanyard Hall, 30 Station Road, Gomshall on Wednesday, 15th January at 2014 at 7.30pm for the purpose of transacting the business specified on the attached agenda.

Joy Millett
Clerk to the Council



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SHERE PARISH COUNCIL MEETING

**WEDNESDAY, 15 JANUARY 2014, starting at 7.30 PM
at TANYARD HALL, 30 STATION ROAD, GOMSHALL**

AGENDA

Reference	Item	Led by
13/180	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
13/181	Granting of dispensations – the Council to grant dispensation to those ‘new’ Councillors living in the Parish of Shere in order that they may make decisions on the setting of the budget and the issuing of a Precept for the year 2014/15.	JM
13/182	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
13/183	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
13/184	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
13/185	Minutes of previous meeting - the Council to confirm the Minutes of the Council meeting held on 29 November 2013.	JM

	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL.	
	The meeting to restart	
13/186	Christmas Lights in Shere – to consider a proposal for new arrangements for 2014, in light of experience in the recent Christmas period (paper to follow)	RD
13/187	Skate-ramp – to establish the next steps in forming an agreement with Shere Recreation Ground Association regarding use of their land, subject to the receipt of planning permission for this development.	CB
13/188	CCTV for Shere Car Park and Recreation Ground and condition of car park surface – to consider a report of a meeting to be held on 14 th January	CB
13/189	Signage for Shere Car Park – to consider a report of a meeting of ward councillors to be held on 14 th January	CB
13/190	Hurtwood Inn, Peaslake – to receive an up-date	MU
13/191	Parking in Ewhurst Road, Peaslake – to receive an up-date and agree, in principle, expenditure on land registry searches and legal advice	JT/JM
13/192	Shere Traffic Proposals – to receive an up-date	KT
13/193	Lorries off Rural Detours (LORD) initiative – to receive a report	JM
13/194	Police Matters – to receive a report	RS
13/195	Cycling issues - to receive an update	CC
13/196	Community Right to Bid – Peaslake Stores - to receive an up-date	RD/JM/ MCT
13/197	Consultations: <ul style="list-style-type: none"> • Proposed move of Gomshall Post Office • Dementia Friendly, Guildford & Waverly – expressions of interest for funding • Surrey Hills Area of Outstanding Natural Beauty management Plan 2014 – 19 	JM
	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL.	
	The meeting to restart	
13/198	Finance matters <ul style="list-style-type: none"> • Approval of income and expenditure since the last meeting • Current bank balances – to note • To receive and accept bank reconciliation to 31 December 2013 • The Chairman to issue the Precept for 2014/15 subject to Council’s final confirmation of the Precept, taking into account of the notification of the Band D equivalent figures from Guildford Borough Council and the recently published LCTSS grant and pension fund liability. • Parish Audit 2013/14: <ol style="list-style-type: none"> a. The Council to confirm that an Engagement letter has been 	JM

	<p>issued to the Internal Auditor for the year 2013/14 and that his Planning notes have been received.</p> <ol style="list-style-type: none"> b. The Council to receive an interim report from the Council’s internal auditor following an inspection held on 6th December 2013 (final inspection for the current year due May 2014). c. The Council to confirm that it has maintained an adequate system of internal control during the current year, including measures designed to prevent and detect fraud and corruption. d. The Council to confirm that it has maintained throughout the year an adequate and effective system of internal audit of the council’s accounting records and control system and carried out a review of its effectiveness, i.e.: <ol style="list-style-type: none"> 1. the scope of the internal audit has been discussed with the full Council and the internal auditor to ensure that the audit covers all the relevant risk areas: 2. the internal auditor is sufficiently independent of the Council’s financial controls and procedures and is unbiased and objective: 3. that the internal auditor has sufficient knowledge to be able to carry out the audit and to give an objective view on whether the financial controls and procedures meet the needs of the Council: 4. that the relevant responsibilities of Members, Clerk/RFO and Internal Auditor are defined: 5. that the Council is aware of the timetable of when the internal audits will take place and when a report, if any, will be issued to the Council. <ul style="list-style-type: none"> • Churchyards – request for grant towards mowing in 2013 • Surrey Pension Fund – triennial valuation • Section 106 monies – New Road, Gomshall development • Section 137 expenditure: limit for 2014/15 • To agree expenditure on: <ol style="list-style-type: none"> a. A fixed contribution to Shere Nursery in relation to electricity they currently pay for, for security lighting to the Nursery and car park b. A donation to the Albury Ward of the Royal Surrey County Hospital, in appreciation of their care of Kenny Madgewick and of the contribution that he had made to the work of the Parish Council c. Small gifts to the out-going Gomshall Postmistress and Sorting Office staff, for their service to the local community over many years 	
13/199	Annual Parish Meeting 2014 – to decide on a speaker for the meeting	JM
13/200	Clerk’s Report (for noting, delegation to the Clerk or inclusion on the next agenda)	JM

	<ul style="list-style-type: none"> • Surrey Clubs for Young People • Funding for repair of local war memorials 	
13/201	Councillors' Business (for noting, delegation to the Clerk or inclusion on the next agenda).	ALL
13/202	Exclusion of Public and Press (Public Bodies Admission to meetings Act 1960) – to consider excluding the public and press for the following items:	JM
13/203	Peaslake Farm – to receive legal advice	JM
13/204	Skate ramp quotations – to receive further details from firms	CB
13/205	Cleaning, Tanyard Hall – to report back on selected contractor	JM
13/206	Staffing – to report on review of appointment of assistant to Parish Clerk	RD/JM

Joy Millett
Clerk to Shere Parish Council

8th January 2013