



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,
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<http://www.ShereParishCouncil.gov.uk>

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

1st October 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, 8th October 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 a meeting of the Staffing Committee, starting at 7pm.

Joy Millett
Clerk to the Council



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**SHERE PARISH COUNCIL MEETING
WEDNESDAY, 8th OCTOBER 2014, STARTING AT 7.30 PM
AT TANYARD HALL, 30 STATION ROAD, GOMSHALL GU5 9LF**

AGENDA

Reference	Item	Led by
14/132	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
14/133	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
14/134	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
14/135	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
14/136	Minutes of previous meeting - the Council to confirm the Minutes of the Council meeting held on 10 September 2014.	JM
	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL	
14/137	Police Matters – to receive a report from the police representative	Police
	AGENDA ITEMS FOR DECISION:	
14/138	Finance matters <ul style="list-style-type: none"> • Approval of income and expenditure for the month ended September 2014 • To note bank reconciliation for month ended September 	JM JM

	<p>2014</p> <ul style="list-style-type: none"> To note income and expenditure against budget External auditor's report for the year ended 31 March 2014 – to APPROVE and ACCEPT the report. (Note: the audit of the annual return did not disclose any shortcomings of the Parish Council's systems. In relation to the valuation of fixed assets, however, the auditor reminded the Parish Council that it 'must ensure that the value of its fixed assets is correctly stated in Section 1 of the Annual Return. The costs of assets which are replaced in the year should be removed from the register and the new item added.' The value of the Parish Council's fixed assets was, in fact, recorded correctly on the Annual Return as no additional assets had either been acquired or disposed of in the financial year. To consider applying for a grant from UK Power Network's 'Power of Giving' Fund 	JM
14/139	<p>Accounts for the year 2014/15</p> <p>To note that the Responsible Finance Officer, in consultation with the Chairman and Vice Chairman of the Finance Committee, has undertaken the following tasks. It is RECOMMENDED that this action is RATIFIED.</p> <ul style="list-style-type: none"> confirmed the scope of the internal audit for 2014/15; approved the internal audit plan setting out proposals for the internal auditor; confirmed 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) agreed 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 confirmed that they have read and understood the Engagement Letter and related terms and conditions, from the Internal Auditor for the year 2014/15 and authorised the Clerk to sign this confirmation. 	JM/RD /RA
14/140	Ewhurst Road, Peaslake – to consider proposed arrangements for putting in place an agreement with local residents regarding parking on the green.	JM/Peaslake ward cllrs
14/141	Obstruction to site lines at Pathfields junction, Shere - to consider a letter from a local resident expressing concern that the new 'village gate' is obscuring the site line for traffic turning right out of Pathfields.	JM
14/142	Membership of the Planning Committee To note the resignation of M Fontana from the Planning Committee and to consider whether another Parish Councillor wishes to sit on that Committee.	JM
14/143	Lord of the Manor's 50th anniversary - to consider giving a gift to commemorate the anniversary, in recognition of the Lord of the	RD

	Manor's many years of support to the Parish Council.	
14/144	Shere & Peaslake Scout Group – to consider a request from the Group for permission to hold the annual bonfire and firework display, on Goose Green, on Friday, 7 th November.	JM
14/145	Circulation of Council papers - proposal that it becomes standard practice for all Council Papers and supporting papers to be sent to Councillors by e-mail for them to print off themselves that which they wish to have in hard copy. That in recognition of the costs of this protocol, each Councillor be given a budget of £x per year for purchase of necessary paper and inks.	JM
	AGENDA ITEMS TO NOTE:	
14/146	Local Plan – to NOTE the Parish Council's response to the Draft Local Plan.	RS/RD
14/147	Peaslake Farm – to NOTE that the current tenant has surrendered the existing lease with effect from mid-October and that a new lease has been granted for the remaining period of the current lease. To NOTE also that the Parish Council, via its solicitor, has submitted its objection to the Land Registry, in response to an application to close the possessory title in relation to Peaslake Farm.	RD/JM
14/148	Petitions calling for a ban of HGVs over 7.5 tonnes through Shere and a 20mph limit in Peaslake – to note that, in both cases, the Local Committee (Guildford) agreed: ‘To nominate the Transportation Task Group to review this request along with any others that may be received for consideration in future programmes of capital highway works funded by this committee. REASONS FOR RECOMMENDATIONS To enable the Local Committee (Guildford) and residents to engage on matters of local concern.’ To also note further correspondence with Surrey Highways and a press article regarding HGVs cutting through Shere. To consider whether an immediate response to Surrey Highways is required in light of the Local Committee's decision.	RD/MU
14/149	Guildford Borough Council campaign to tackle litter – to note the details of the campaign and that some assistance is available from Guildford Borough Council.	JM
14/150	Defibrillators – to receive a progress report on seeking funding for defibrillators, acquiring them and training in the use of them.	JM
14/151	Disabled parking bays in Shere – to note a response from Surrey Highways.	JM
14/152	Shere car park – to note the comments of Guildford Borough Council about their remedy to address the poor condition of Shere car park	RD/JM
14/153	Filming in Shere – to note arrangements for filming in Shere, during October	JM
14/154	Localism funding application – to note that the Parish Council's application for a localism grant of £7,000 has been agreed by the Local Committee (Guildford), subject to officer scrutiny.	RD/JM
14/155	Web-site Development Meeting – to note that a meeting with the supplier for the new Parish Council web-site has been held to	RD

	discuss the basic terms and timescale of a Development Contract, with specific reference to the functionality specification already established; the provision of input data and records and day to day project liaison.	
14/156	Clerk's report (for noting, delegation to the Clerk or inclusion on the next agenda)	JM
14/157	Councillors' Business (for noting, delegation to the Clerk or inclusion on the next agenda).	ALL
14/158	Date of next meeting: Council Meeting, Thursday 6 th November 2014, at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF	JM
14/159	Exclusion of the Public and Press (Public Bodies Admission to meetings Act 1960) To consider the recommendation of the Staffing Committee regarding arrangements for the appointment of a replacement Assistant to the Parish Clerk	JM

Joy Millett, Clerk to Shere Parish Council

1 October 2014