

**MINUTES OF THE SHERE PARISH COUNCIL MEETING
HELD ON FRIDAY 22 FEBRUARY 2013 AT
8.00 P.M. IN TANYARD HALL, 30 STATION ROAD, GOMSHALL**

Present: Parish Councillors R Newman (Chairman), R Andrews, C Brooke, B Cohen, R Smith, M Taylor Cotter, J Tenner, M Urban, the Clerk J Millett, County Councillor K. Taylor and four members of the public.

12/148 Apologies were submitted on behalf of Parish Councillor James Hutton.

12/149` Casual vacancy in the North Ward of the Parish Council - it was **NOTED** that, following the posting of notices regarding this vacancy, Guildford Borough Council's Electoral Registration Officer had not received any requests for an election to fill this vacancy. It was therefore, up to the Parish Council to co-opt someone to fill the vacancy. Advertisements had been placed locally inviting suitable candidates to apply for this position and the closing date for this was 14th March. It was **AGREED** that applications be considered at the next meeting, together with the filling of relevant vacancies on committees and working groups.

12/150 Declarations of Interest – Declarations of disclosable pecuniary and other interests from Members in respect of any item to be considered at the meeting – **NO DECLARATIONS** of Interest were made.

12/151 Register of Disclosable Interests (Members were 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). **NO AMENDMENTS** were disclosed.

AGREED the following revision to standing orders:

‘Any councillor present at a meeting who is aware that they have a Disclosable Pecuniary Interest in any matter that will be, or is being, considered at that meeting and who has not received a dispensation in respect of that interest must:

1. Disclose the nature of the interest to the meeting (or if it is a sensitive interest as described in the Code of Conduct, disclose merely the fact that it is a Disclosable Pecuniary Interest)
2. Not participate in any discussion or vote regarding that matter.
3. Withdraw immediately from the room or chamber (including the public gallery) where the meeting considering that matter is being held.’

12/152 Declaration of gifts or hospitality over £25. (Members were reminded that once a declaration of gifts or hospitality has been made then the Monitoring Officer of Guildford Borough Council must be informed). **NO DECLARATIONS** were made.

12/153 The Minutes of the meeting of the Council held on 30 November 2012 and the Extraordinary meeting of the Council held on 30 January 2013 were **APPROVED** and **SIGNED** by the Chairman as a correct record of the meeting.

SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL.

12/154 Shere Recreation Ground – CCTV - consideration was given to requesting Shere Recreation Ground Association to pursue a joint scheme with the Parish Council and related expenditure. It was **AGREED** that a joint meeting be held to discuss this matter and report back to the Parish Council, between representatives of the Parish Council, Shere Recreation Ground Association, the two nurseries, the Museum, the Village Hall, Church Club and library and Ben Bray.

12/155 Shere Village Hall Holiday Club - a request by the Rector to use the field adjacent to the swimming pool for an open air service on 30 August was **GRANTED**, subject to a risk assessment being carried out for this event.

The meeting restarted.

12/156 Police Matters:

- **Hound House Road** – the concern of local residents about the number of car transporters using Hound House Road, Shere, on their way to the car scrap business in Ewhurst and getting stuck because of the narrowness of the road, thereby creating delays, was **NOTED**. The Police had said that enforcement would be difficult but had suggested a site meeting. It was **AGREED** that a risk assessment of this situation was needed and that a joint meeting be held with the owners of the car scrap business to try to resolve this matter and a risk assessment be put in place.
- **Shed Burglaries** – it was **NOTED** that a man had been convicted for these offences. However, there had been a further shed burglary, in Peaslake recently.
- **PCSO** – it was noted that the local PCSO did not seem to patrol the area a great deal and that he had said that this was because he didn't have access to a vehicle. It was **SUGGESTED** that a letter be sent to the Police setting out the Parish Council's concerns.
- **Mugging in Shere** – it was **NOTED** that a local resident had been robbed at knife point, in Shere. There was some concern that the Police weren't responsive enough in terms of informing the Parish Council and the public in general, of the incident. It was **AGREED** that a letter be sent to Temporary Guildford Neighbourhood Inspector, Amy Buffoni, setting out the Council's concerns, and to the Police Commissioner, who had recently spoken at a conference about more respect for the individual and the Police clamping down on anti-social behaviour.

12/157 Plans for a new monthly cinema in Shere – it was **NOTED** that full funding had been received for this project, including a grant from the Surrey LEADER Project. The only outstanding items that would need to be purchased were blackout blinds and acoustic drapes.

The organisers of the Shere Village Cinema were invited to report back to the Parish Council if they needed to.

12/158 Community Right to Bid – it was **NOTED** that, at this stage, there wasn't a Register in place until local Parish Councils suggested community assets that could be placed on such a register. It was **AGREED** to have this topic as a regular item on the Parish Council's agendas.

12/159 Pond Lane, Peaslake - Car Park – the reinstatement of height barriers was **NOT AGREED**

12/160 Filming in the Parish – it was **NOTED** that £5,000 had been received from Molly Moon Films for filming that had taken place in Shere. There had also been some filming in Holmbury St Mary and the Locations Manager had indicated that he would arrange to give the Parish Council £100 per day for the days that they were there.

12/161 Minutes of the Parish Maintenance Committee meetings held on 18 December 2012 and 7 February 2013 – these were **RECEIVED**

12/162 Minutes of the Playground Committee held on 15 January and 4 February 2013 and to consider the recommendations in the latter on 'Skate and Ride' – these were **RECEIVED**. It was **AGREED** that:

- (i) professional advice be sought on measuring noise from a skate ramp and ways to ameliorate this;
- (ii) Shere Recreation Ground Association be approached with a plan for a skate ramp facility on Shere Recreation Ground and
- (iii) subject to the above, a scaled-down version of a skate ramp be installed, which could be added to at a later date.

12/163 Netley Triangle – hedging – it was **AGREED** that the National Trust be asked to confirm that they would plant hedging at this site.

12/164 Power cuts – the response from UK Power Networks to recent problematic power cuts was **NOTED**. The power cuts had mostly been caused by problems with an automatic switch on the overhead network, triggered by birds, tree branches and air-borne debris. The company had said that they patrol regularly and cut down trees. Also, an underground network cable fault had caused a much longer power cut but this fault had been fixed.

12/165 Local Train Services – it was **NOTED** that some vegetation had been cut back, in preparation for the new foot-bridge at Gomshall station. K Taylor reported that, at a recent Surrey Rail Strategy meeting, an indication had been given that there was a possibility of electrification of the North Downs line and he had said, at that meeting, that it should be a full stopping service.

12/166 River bank, Ewhurst Road, Peaslake – it was **NOTED** that there had still been no response from the Bray Estates' agent as to the exact properties that had entered into agreements covering access to the river bank. Also the legal easement relating to Rangers

Cottage had still not been received. The Parish Council was concerned that they were incurring costs for grass cutting and other maintenance whilst the area was being used by private individuals. It was **AGREED** that the Bray Estates' agent be chased for a response and that the Council's Solicitor be asked for a progress report on his work in checking the easements and the possibility of handing the lease back to the Bray Estates. **Agenda item for next meeting.**

12/167 Management and Strategy Working Group – it was **AGREED** that a meeting be scheduled.

12/168 Parking in Holmbury St Mary – a request from a local resident to have parking allocated to Manor Cottage, Laurel Cottage and Cherry Tree Cottage was considered. It was **AGREED** that an up-date be sought from the Council's solicitor on the Parish Council taking over the manorial waste land so that the provision of parking for these residents can be considered and that the residents be advised of this.

12/169 Highways improvements in Peaslake – it was **NOTED** that a site meeting had been held, last year, with the Area Team Manager in Surrey County Council's Highways department to discuss an improvement scheme for Peaslake village centre and the Parish Council had raised various issues with the Manager. A response had not been received and the Manager had since left Surrey County Council. It was **AGREED** that this matter be followed up with the Area Team Manager's successor.

12/170 'Dabbling Duck', Middle Street, Shere – consultation on licensing application – there was **NO OBJECTION** to this application.

12/171 'Benefit Matters' – Parish Councillor Chris Carlisle reported to the Parish Council on this event. Topics discussed included Welfare Reform (housing benefit changes, bedroom tax, etc), Digital Inclusion, Education, Training & Employment, Fuel Poverty, Financial Matters (Loan Sharks, Financial Literacy and Credit Unions). In relation to Digital Inclusion, K Taylor reported on a recent meeting at Denbie's about superfast broadband – there was a £35 million investment to be rolled out in 20 months, over the whole of Surrey.

12/172 Council's Complaints Policy – training – it was **NOTED** that Guildford Borough Council were awaiting the appointment of a new Head of Legal Services who would also act as the Council's Monitoring Officer. The new Monitoring Officer would arrange training for Parish Councils on handling complaints. **Future agenda item.**

12/173 Public footpaths 170 & 173, Lawbrook Lane, Shere, Highways Act 1980, s.119, Diversion Order 2013 – to consider representations or objections to this Order – **NO OBJECTION**

12/174 Clerk's Report (for noting, delegation to the Clerk or inclusion on the next agenda)
The following items were raised:

- **Queen Street, Gomshall** – it was noted that Surrey County Council had said that there was no prospect of traffic calming/speed restrictions in this area (this matter had arisen from a request by residents)

- **Guildford Together Event** – feedback on this event had been received from Surrey County Council; the event had been held to establish priorities for the area and it would inform the work of Surrey County Council and Guildford Borough Council.
- **Appropriate use of e-mail for discussion** – the policy of the Parish Council regarding good governance and discussing everything possible in public was reiterated.

12/175 Councillors’ Business (for noting, delegation to the Clerk or inclusion on the next agenda). The following items were raised:

Peaslake Car Park Sign – currently, this had been hidden from sight by hoardings for building work. It was suggested that the Parish Council wait for the hoardings to come down before giving any consideration to re-locating the sign.

Flooding in Queen Street, Gomshall, at junction with Leather Lane – some flooding had been reported by residents of Leather Lane and it appeared to be caused by a blocked drain. A Parish Councillor queried whether that part of the road could be subsiding. K Taylor commented that it could be caused by tree roots and would arrange for this to be investigated. Also, Queen Street was scheduled to be resurfaced so the drain would need to be cleared before then.

Hurtwood football field – it was **NOTED** that the football field had been churned up by a motor bike and was being repaired. The incident had been reported to the Police.

Pot-holes – there was a lot of concern about the worsening condition of local roads and the number of pot-holes. It was felt that reporting pot-holes via Surrey County Council’s website was inefficient; inspections were limited to September and March and then reporting by individuals was relied upon. K Taylor stated that reports were tracked and that more resources were being put into this type of highway maintenance. It was **AGREED** that an article be put in the Parish Magazine encouraging people to report pot-holes to Surrey County Council.

The meeting to restart.

12/176 Finance Matters

- the income of £227.70 and expenditure £4,547.57 since the last meeting was **AUTHORISED**.
- the following bank balances were **NOTED**:
Lloyds business 30 day notice account - £162,319.45
Lloyds Treasurers account - £20,000
Bank of Ireland Treasurers account - £1,962.64
- Bid for Local Committee Allocations: Highways Localism – it was **NOTED** that a meeting had been held with Surrey County Council’s Project Co-ordinator and that, under this scheme:
- a list of the duties carried out by the Parish Council’s Lengths Man would be submitted to the County Council

- Bids would be considered by the County Council's Guildford Local Committee, in March
 - If successful, an agreement would be put in place between the parish Council and the County Council, to include a requirement for the Parish Council to give a 6 monthly report on expenditure for the Lengths Man's services, together with itemised invoices
 - The Lengths Man would need to go on road and street works training, to be funded by the Parish Council
- IGas Energy Community Fund – to consider projects for a community grant – it was **AGREED** that funding be sought towards the cost of renewing the surface at the front of the Peaslake Memorial Hall
 - Precepting authorities – the House of Commons Written Statement, dated 4th February 2013 be **NOTED**.

12/177 Correspondence

Public Access Defibrillator – it was **AGREED** that suitable locations in the Parish for the installation of defibrillators would be considered and notified to the Clerk.

Dead tree in Albury Park – it was **AGREED** that a polite letter be sent to the local resident, saying that The Parish Council would not support the felling of the dead tree in Albury Park.

Parking in Shere – an e-mail from a local resident about parking problems in Shere was **NOTED**.

Requests for grants:

- **Shere Village Nursery** – replacement vacuum cleaner. **AGREED** grant of £109.99
- **Peaslake Village Hall Committee** – contribution towards external redecoration of hall. **NOT AGREED** at this stage. Suggestions were made as to other sources of funding and fund-raising advice.

12/178 Correspondence received after the agenda had been printed – details available at the meeting on 22 February 2013 - for noting, delegation to the Clerk or inclusion on the next agenda).

The following letters had been received and were **NOTED**:

- Letter from Hedleys Solicitors regarding a minor alteration to the access way to Wylton House, Goose Green - the Parish Council had previously agreed to this alteration and an engrossment of the Deed was enclosed for signing by two Parish Councillors in the presence of the Clerk.
- Letter from the NHS Primary Car Support Service, consulting the Parish Council on the continued provision of pharmaceutical dispensing services at Shere Surgery.

- Letter from Guildford Borough Council advising that the government had announced its intention to continue with the higher amount of Small Business Rate Relief, in 2013/14.

12/179 Correspondence not necessarily requiring discussion by the Council – details available at the meeting.

The following had been received:

- NALC newsletters for December, January and February
- Came & Co insurance – autumn parish council insurance newsletter
- Guildford Environmental Forum quarterly news letter