

**MINUTES OF SHERE PARISH COUNCIL MEETING
THURSDAY, 6th NOVEMBER 2014
AT TANYARD HALL, 30 STATION ROAD, GOMSHALL GU5 9LF**

Present: Parish Councillors R Davey (Chairman), R Andrews, C Carlisle, A Collingwood, B Grover, J Collin, M Taylor-Cotter, J Tenner, and M Urban, Borough Councillor D Wright, County Councillor K Taylor (for part of the meeting), Hon Alderman K Childs, the Parish Clerk, J Millett and eleven members of the public.

Reference	Item
14/160	To receive apologies and accept the reason for absence (if appropriate) in accordance with the Local Government Act 1972, Schedule 12, paragraph 40. Apologies for absence were received from Parish Councillors C Brooke and M Fontana.
14/161	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. R Andrews declared an interest regarding the WASP bus, in relation to agenda item 14/167: Minutes of the Finance Committee held on 23 October 2014.
14/162	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). NONE received.
14/163	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. NONE received.
14/164	Minutes of previous meeting - the Council CONFIRMED the Minutes of the Council meeting held on 16 October 2014.
	<p>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL</p> <p>In response to a question, it was noted that the bonfire night on Goose Green had been cancelled by the Scouts because the ground was waterlogged. Various questions were asked about the future use of Peaslake Farm. It was noted that there had been no formal land survey undertaken and that initial, exploratory discussions had been regarding the possible use of the ‘yard’ only. Options for the use of this site that some residents had suggested were additional parking, public toilets, housing, a small office, etc, and the viability of these potential uses would need to be assessed. It was noted that the Parish Council had issued a licence for the continued use of the Farm to a local businessman, for approximately one year. This was because the former tenant had asked to be released from his lease a year early. The Parish Council needed to decide what to do with the site, for the optimum benefit of the Parish, in advance of the existing Licence expiring. In relation to housing provision, other sites had been looked at, like High View (but the Parish Council does not own that land) and Felday playing field (owned by the Parish Council but there is a restriction that it has to be kept as an open space). In relation to any alleged conditions that applied to the yard at Peaslake Farm, it was the Parish Council’s intention to abide by any condition that was ultimately both legal and enforceable.</p>

	It was NOTED that there would be a public meeting, in Peaslake, in early December to inform all residents of the Parish but especially those of Peaslake, about the Parish Council's exploratory work so far in attempting to measure and meet local need and support for affordable housing – and identifying and evaluating feasible opportunities.
14/165	Police Matters – to receive a report from the police representative. A police representative was not at the meeting. However, a recent shed burglary at Pursers Farm was reported. It was also noted that the police had been issuing parking tickets, in Shere.
	AGENDA ITEMS FOR DECISION:
14/166	<p>Finance matters</p> <ul style="list-style-type: none"> • Approval of income and expenditure for the month ended October 2014 • To note bank reconciliation for month ended October 2014 • To note income and expenditure against budget <p>As bank statements for the month ended October had not been received by the date of this meeting, it was AGREED that the approval of the above financial statements be delegated to the Chairman and Vice-Chairman of the Finance Committee with a view to them being ratified by Full Council at their next meeting.</p>
14/167	<p>Minutes of the Finance Committee held on 23 October 2014</p> <p>The Council to receive the Minutes of the Finance Committee meeting. The draft precept document, as set out at the annexe to the Finance Committee's minutes is RECOMMENDED TO COUNCIL, subject to approval of concurrent functions grant aid funding from Guildford Borough Council. AGREED with the precept for 2015/16 being £113,651, to be supplemented by a Local Council Tax Support Scheme (LCTSS) grant of £5,303.</p>
14/168	<p>Notes of the Management and Strategy Working Group held on 22nd October 2014</p> <p>The Council to receive the notes of the Working Group meeting and to consider the following RECOMMENDATIONS:</p> <ul style="list-style-type: none"> • that Council meetings be held monthly, except for in August and December and half of Council meetings be held on a Wednesday evening and half be held on a Thursday evening • that Planning Committee meetings be held prior to Council meetings with the Planning Committee meeting at 6.30pm and the Council meeting starting at 7.30pm – if there is a six week gap between Council meetings, then an additional meeting of the Planning Committee is to be arranged <p>RECEIVED the notes of the Working Group meeting and AGREED the recommendations.</p>
14/169	<p>Housing Needs Survey by Surrey Community Action:</p> <ul style="list-style-type: none"> • to note initial draft feedback from this consultation exercise, including the main themes; • to consider what action the Parish Council needs to take in light of the survey's findings; and • to consider the means of publicising the results of the survey. <p>NOTED the draft report. AGREED to put the complete, finalised report on the Parish Council's web-site and a digest of it, in the parish magazine.</p>

14/170	Calendar of meetings 2015 – to consider the draft calendar. AGREED the draft calendar, subject to two of the Council meetings being held in each of Holmbury St Mary and Peaslake and the Annual Council possibly being arranged a week later because of Parish Council elections, in early May.
14/171	Maintenance tasks in public areas - to consider any tasks that need attention before the onset of winter that could be allocated to Guildford Borough Council's maintenance team. M Taylor-Cotter reported that a large pothole at Fulvens, Peaslake required attention. AGREED that the Borough Council be advised, via the Clerk, of any other jobs that needed doing. K Taylor reported that Upper Street and Gomshall Lane, Shere, had been categorised as Priority 1 for road gritting in bad weather.
14/172	Flooding caused by blocked drains and gullies: NOTED that additional funding is available from Guildford Borough Council, in this financial year, to clear drains and gullies and that the Parish Council is attempting to resolve some of the many drainage and flooding problems, in Peaslake. This was a long and complicated task involving clearing drains and ditches and looking at sources of flooding. At some point, the Parish Council would have to contact owners of properties where the owner has responsibility for clearing ditches outside their properties
14/173	Rural Housing Group seminar – to consider attendance at this seminar on 27 th November in Hambledon Village Hall. AGREED to arrange to send Parish Council representatives.
14/174	Surrey County Council's consultation on local transport services – to consider responding to this consultation exercise, by 14 January 2014 – reference: www.surreycc.gov.uk/transportreview K Taylor stressed the importance of making a response to this consultation in order to show support for currently heavily subsidised local bus services. AGREED that the Parish Council report feedback from the Community and Housing Needs Survey, the value that parishioners attach to their local bus services.
14/175	Mapping historic footpaths and bridleways – it is understood that by 2026, all historic footpaths or bridleways that existed before 1949 need to be recorded on the definitive map as it will then become more difficult to have them recognised and registered. To identify paths that should be recorded as Rights of Way. It was noted that the Wotton Estate had some land in the Parish on which they didn't acknowledge Rights of Way, for example, Gomshall Marsh. AGREED that the Chairman of the Planning Committee, together with North Ward councillors, identify the paths that should be recorded as Rights of Way.
14/176	Tales and Trails of the Tillingbourne Valley: Heritage Bid – to consider a request for a letter of support from the Parish Council. AGREED that a letter be sent to the Surrey Hills Society in support of their bid.
14/177	Christmas lights in Shere – to finalise arrangements. It was noted that more Christmas lights would be bought, to be placed on the Old Fire Station building; by the stream and on the oak tree in the centre of The Square. The Lord of the Manor, Handa Bray, would be turning on the lights, on 4 th December, when there would also be a charity evening, similar in format to the previous year. A Shere businesses forum was planned for future events.
14/178	Peaslake Farm – NOTED: <ul style="list-style-type: none"> • an up-date on the Parish Council's submission of its objection to the

	<p>Land Registry, in response to an application to close the possessory title in relation to Peaslake Farm and</p> <ul style="list-style-type: none"> • a report on a residents' meeting at Peaslake on 27th October 2014 • and to consider how best to respond to perceived inaccuracies reported at that meeting and to address the genuine concerns and some misunderstandings of Peaslake residents about this issue. <p>It was AGREED that</p> <ul style="list-style-type: none"> • a comprehensive 'Case File' of all papers, minutes, etc, that relate to the Peaslake Farm 'investigations' be prepared be made available at the Council Office for public inspection. • a paper be prepared which chronicles the process to date and explains the Council's views and actions to date – this paper be posted immediately on its preparation on the Parish Council website • a Public Meeting be organised in Peaslake Village Hall, specifically inviting the PPG Committee, for the Parish Council to layout where their investigations are to date and what questions are yet to be answered before it is possible to establish what is permissible and if permissible what is viable, and if viable what variations on a theme might be considered via public consultation - such a meeting to be organised for a date, early in December.
14/179	<p>Flooding in Peaslake – to consider the problem of water run-off from The Hurtwood. It was noted that the Friends of the Hurtwood had indicated that they were not responsible for maintenance associated with flooding in Peaslake. AGREED that the matter of water carrying silt and other material running of the Hurtwood and into the village of Peaslake be formally taken up with the owners of Shere Manor Estates.</p>
	<p>AGENDA ITEMS TO NOTE:</p>
14/180	<p>Draft Local Plan consultation – to note Guildford Borough Council's initial feedback from the consultation exercise. NOTED.</p>
14/181	<p>Clerk's report (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <p>To note up-dates on:</p> <ul style="list-style-type: none"> • Ewhurst Road, Peaslake – establishment of a Management Agreement regarding the green – Shere Manor Estate had been consulted, as Landlord, on the Parish Council's suggested approach and a response was awaited • Petitions calling for a ban of HGVs over 7.5 tonnes through Shere and a 20mph limit in Peaslake – consideration by Transportation Task Group – it was NOTED that Surrey County Council had decided not to immediately accept and action the HGV ban. Instead, they had deferred a decision 'until the impact of the recent 'traffic calming' measures and the 20mph speed limit become clear'. AGREED to asked the County Council to reconsider their decision before they finalise their work programme for 2015/16 • Defibrillators at strategic locations in the Parish – AGREED that there should be a defibrillator in Gomshall, as well as in Shere, Peaslake and Holmbury St Mary • Disabled parking bay in Shere: response from Surrey Highways –

	<p>NOTED that a response was awaited.</p> <ul style="list-style-type: none"> Localism funding – NOTED that the Parish Council’s Localism bid of £7,000 had been approved and would be paid once the Grant Funding Agreement had been received and signed. Shere car park – remedial work – NOTED that an outline plan had been drawn up for remedial works but a date for their implementation had not yet been advised.
14/182	<p>Councillors’ Business (for noting, delegation to the Clerk or inclusion on the next agenda).</p> <p>M Uban requested that flooding from The Hurtwood into Peaslake be put on the next Council meeting agenda</p>
14/183	<p>Date of next meeting: Council Meeting date to be arranged for January 2015, at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF. NOTED that the next meeting would be on Wednesday 14th January 2015.</p>
14/184	<p>Exclusion of the Public and Press (Public Bodies Admission to meetings Act 1960)</p> <p>To consider the recommendations of the Staffing Committee regarding:</p> <ul style="list-style-type: none"> Clerk’s annual salary review – AGREED recommended salary increase, with effect from the annual review date of 1 January 2014. Staff pension arrangements – AGREED that Council re-confirms that the Clerk should not be entered into the Surrey Pension Scheme but will make a contribution to a suitable and approved defined contribution scheme, with effect from 1 January 2014 at an employer contribution rate of 5 per cent, in the first instance. Clerk’s appraisal – NOTED satisfactory performance.