

**MINUTES OF THE SHERE PARISH COUNCIL MEETING
HELD ON FRIDAY 6 SEPTEMBER 2013 AT
8.00 P.M. IN TANYARD HALL, 30 STATION ROAD, GOMSHALL**

Present: Parish Councillors R Davey (Chairman), R Andrews, C Brooke, C Carlisle (Vice-Chairman), B Grover J Hutton, R Smith, M Taylor-Cotter, Michael Urban and the Clerk: J Millett, Borough Councillor R Billington and 10 members of the public.

13/106 Apologies were submitted on behalf of Parish Councillors B Cohen and J Tenner.

13/107 Resignations in the North Ward – it was **NOTED** there were two vacancies for Parish Councillors to represent Shere and Gomshall (the North Ward). These were to replace Parish Councillors who had recently moved away from the parish: Roger Newman and David Hall. Subject to electors not requesting a poll by 20th September, the Council would co-opt two people to fill those vacancies at their meeting, on 18th October.

13/108 Declarations of Interest – **NONE** were received.

13/109 Declarations of Personal or Prejudicial Interests– 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.

13/110 Declaration of gifts or hospitality over £25. - Members were reminded that once a declaration of gifts or hospitality had been made then the Monitoring Officer of Guildford Borough Council must be informed. **NO DECLARATIONS** were made.

13/111 Minutes of the meeting of the Council held on 26 July 2013 were **APPROVED** as a correct record of the meeting, subject to ‘13/85 Shere Traffic proposals’, first paragraph, fourth line, being amended to ‘Colin had suggested consideration of a number of one way systems **but did not include any means of how a one way system would be put in**

13/112 Shere C of E Aided Infant School - Lyn Derrington, Head Teacher, gave a presentation on the feasibility study into Shere School becoming a combined infant and junior school and on the issues surrounding this, such as the need for a local school for local children, possible sites for such a school and funding. The Parish Council thanked Mrs Derrington for her presentation and wished her and the school governors well in developing this important community facility.

13/113 Shere Traffic Proposals

The interim analysis of questionnaires received was reported. It was also reported that Surrey County Council (SCC) Highways had confirmed that if the traffic calming proposals were supported, including any feasible suggested improvements to them, then they could be put in place by the end of March 2014. SCC Highways were willing to explore making Upper Street either one-way or no-entry from the village centre. However, such fundamental changes in Shere would need to be properly considered, as would their potential consequences such as traffic re-routing, vehicle speeds, road safety, impact on bus services,

etc. Residents, councillors and SCC highway engineers would need to understand these consequences before progressing or otherwise, which was why these ideas must not be rushed, and couldn't be advanced in the same timescale as the traffic calming proposals. It was noted that SCC would progress with one-way/no-entry only if residents and the Parish Council wished them to and SCC was satisfied that there would not be an overall adverse impact on road safety.

C Brooke proposed and C Carlisle seconded the following amendment to replace the recommendations of the Working Party:

- (i) to consider the revised traffic slowing measures and introduction of a 20mph speed limit
- (ii) to decide whether the Council believes it is now able to make a decision on these measures, which would then allow them to be refined further
- (iii) if so, to then vote on the traffic calming proposals - in order to give SCC Highways a clear response to what they now propose and what they currently have finance available to implement.
- (iv) to accept the recommendation to 'keep the door open' on having further consideration of a one-way system – in case the traffic slowing measures are not enough, or other circumstances change
- (v) that priority be given to retaining bus services through Shere.
- (vi) that the Highways Authority be asked to implement a 3.5 tonne HGV weight restriction throughout the village.

SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL

Local residents made various comments in relation to the traffic calming proposals and these were taken on board and would be included in the final analysis of residents' comments. In response to a concern expressed that the proposed traffic calming measures might displace traffic into Lower Street, it was **AGREED** that Lower Street residents be asked whether or not they want a no entry sign at the ford and this matter be placed on the agenda for the next meeting.

The meeting restarted.

It was **AGREED** that:

- Surrey County Council Highways team be advised that the Parish Council supports the revised traffic slowing measures and would wish to see the introduction of a 20 miles per hour speed limit (vote: 8 for and 1 abstention)
- these measures be refined further to take into account the final analysis of the public questionnaire and letters of response to the consultation, and detailed design issues (8 for and 1 abstention)
- the 'door be kept open' on having further consideration of a one-way system, in case the traffic slowing measures are not enough, or other circumstances change (5 for and 3 against, 1 abstention)
- priority be given to retaining bus services through Shere (8 for and 1 abstention)
- the Highways authority be asked to implement a 3.5 tonne HGV weight restriction throughout the village (8 for and 1 abstention)

13/114 Police Matters – A Police representative was unable to attend the meeting. C Brooke reported that a household in Shere had, in the past, been called on by the police several times. There was now a new tenant in the property and it was suggested that the police be advised of this.

13/115 Cycling Events - C Carlisle gave an update: Surrey County Council were to release a consultation document on how they proposed to deal with requests for future cycling events and a meeting in Forest Green had been scheduled for 2nd October to consider these proposals. Surrey County Council was being inundated with road closure requests and was considering restricting them to one closure per road per annum. It was **NOTED** that C Carlisle would report back on the 2nd October meeting, to the next meeting of Council.

Numerous complaints had been received about the over-sized, yellow 'no stopping/tow away zone' signs that were erected in Shere, by Surrey County Council Highways. The signs related to the cycling events which were to go through Shere, on 21st September. It was **AGREED** that the signs were totally unacceptable and Surrey Highways be asked to find smaller and more manageable ones.

13/116 Community Right to Bid – the Monitoring Officer at Guildford Borough Council had been requested to list Gomshall Post Office & Sorting Office and Peaslake Stores and Sorting Office as Community Assets. The ground floor room in Tanyard Hall was suggested as alternative premises for Gomshall Post Office & Sorting Office and it was **AGREED** that this possibility be investigated further. R Billington suggested that Sir Paul Beresford MP might be able to offer some advice from his work on the retention of local post offices.

13/117 Local Plan – Settlement Hierarchy and Settlement Profiles – R Smith gave a position statement, stating that the Green Belt review, was of great concern because it could have a major impact on Shere within the next few years. The review included consideration of the removal of villages from the Green Belt, which would mean that they would only have the same levels of protection as urban areas. The review argued that Shere and Gomshall should be removed from the Green Belt. If they were, this could facilitate the extension of building into the adjoining Green Belt at future Local Plan reviews. It was **AGREED** that Guildford Borough Council be asked to withdraw the Green Belt review document and give details of the stages of the consultant's work that were undertaken using erroneous data.

13/118 Skate-ramp – it was **NOTED** that the noise study had been circulated to all councillors; a progress report had been placed in the recently circulated annual report and tenders were due to go out, shortly.

13/119 “A” Boards in Middle Street, Shere – it was **NOTED** that a policy was being drafted and would be reported to the next Council meeting.

13/120 Local Train Services – it was **NOTED** that the new footbridge at Gomshall station was scheduled to be built at the end of November 2013; Parish Council representatives had held a productive meeting with Network Rail to discuss increasing the number of stops at Gomshall station and Network Rail were looking at doing this; and Network Rail had also said that they would like to work with the local community, specifically with school children, on projects to improve the appearance of their stations.

13/121 Management and Strategy Working Group – it was **NOTED** that arrangements were being made for two web-site developers to make presentations to members of the Working Group, working on a new web-site for the Parish Council.

13/122 Flights over Peaslake – it was **NOTED** that flight paths over Peaslake normally varied, depending on the time of year.

13/123 Superfast Surrey Broadband Programme – it was **AGREED** to take up Surrey County Council's offer of a ten-minute presentation to the Council, at a future meeting.

13/124 Leather Lane, Gomshall, over-hanging trees – following a request from a local resident, over-hanging trees on Goose Green had been cut back by the Parish Council's contractor, as a matter of urgency, as they were resting on her house roof. Since then, the owner of the neighbouring property had requested that the Parish Council arrange to cut back over-hanging branches from Goose Green into his garden. It was **AGREED** that:

- C Brooke makes a site visit and report back to Council;
- The Parish Council's legal obligations in this scenario be clarified and reported back to Council
- The payment to the contractor of £680 plus VAT, be **RATIFIED** (Open Spaces Act 1906, ss9, 10).

13/125 Goose Green – a request to hold a dog show and fun day for children was **AGREED**, subject to the event having a community aspect and the organiser providing a risk assessment and insurance details. Should the event be purely commercial, then a charge would be made.

13/126 Accounts for the year 2012/13

The Council **CONFIRMED** that the Council's internal auditor, Mr. Mark Mulberry, was fully independent of the Council and met the standards required to carry out the internal audit.

The Responsible Finance Officer, in consultation with the Chairman and Vice Chairman of the Finance Committee, was **AUTHORISED** to undertake the following tasks and report back to the next meeting of Council for ratification:

- to confirm the scope of the internal audit for 2013/14; to approve the internal audit plan setting out proposals for the internal auditor; to confirm that this properly takes account 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)
- 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 is also to be agreed with the Internal Auditor.
- to confirm that they have read and understood the Engagement Letter and related terms and conditions, from the Internal Auditor for the year 2013/14 and the Clerk be authorised to sign this confirmation.

- to review the Governance and Management Risk Assessment and the Financial Risk Assessment

13/127 Finance Matters

- income and expenditure since the last meeting – consideration was **DEFERRED** to the next meeting.
- Current bank balances – **NOTED**:
- Parish Council insurance renewal – it was **AGREED** to renew the Council's insurance with its existing provider, at a cost of £3,162.08, this figure to include access to commercial and services help lines at £115, insurance premium tax of £195 and a five per cent discount for signing up to a long-term agreement until 30th September 2016 (Local Government Act 1972, s 226).

13/128 Clerk's Report (for noting, delegation to the Clerk or inclusion on the next agenda)

Pruning of ash tree and laurel bush adjacent to 'The Compasses' car park – it was **AGREED** to request the Environment Agency to attend to this.

External Audit 2012/13 – it was **NOTED** that the external auditor had approved the Parish Council's accounts for 2012/13.

13/129 Councillors' Business (for noting, delegation to the Clerk or inclusion on the next agenda).

J Hutton reported that two unsightly, concrete services posts had been placed on the nose of land where the Olympic tree is at the end of Gomshall Lane as it joins the A25. He had informed the National Trust, as they owned that land.

R Andrews reported that insurance and risk assessments needed to be sorted out in relation to Holmbury and Westcott Wolves football club. It was proving difficult to find one person as a point of contact for them.

C Brooke reported that the car transporter business based at Ewhurst had recently lost a large contract and this would mean that far fewer car transporters would be coming through Shere. In relation to filming in the Parish, Moira Williams had offered to be a point of contact.

M Taylor-Cotter objected to the advertising banner that had been placed around the millennium tree fence and asked that arrangements be made for it to come down.

R Davey reported that there were no contact details advertised for the Shere Hill Climb, meaning that any concerns from local residents could not be raised with the organisers – this matter to be on the agenda for the next meeting.

13/130 Correspondence – this was available for inspection at the meeting

13/131 Exclusion of Public and Press (Public Bodies Admission to meetings Act 1960) –

It was **AGREED** to exclude the public and press for the following items:

- Staffing
- Superannuation