



*Serving the villages of Gomshall,
Holmbury St. Mary, Peaslake, Shere and
a large part of Abinger Hammer*

Joy Millett
Parish Clerk/Finance Officer,
Telephone/Fax: 01483 203431

Clerk2009@ShereParishCouncil.gov.uk
<http://www.ShereParishCouncil.gov.uk>

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

**General Purposes Committee meeting at 11.30am on
Friday, 17th July 2015
at Tanyard Hall, 30 Station Road, Gomshall**

MINUTES

	Present: Councillors G Reffo, P Carter, B Andrews, R Smith and C Carlisle. Councillor A Collingwood was present for part of the meeting. The Clerk J Millett and the Assistant to the Clerk S Hoyland
15/GP01	Appointment of Chairman – to appoint a Chairman for 2015/16 C Carlisle unanimously APPOINTED
15/GP02	Appointment of Vice Chairman – to appoint a Vice Chairman for 2015/16 POSTPONED for next council meeting, for B Andrews to be appointed formally to the committee.
15/GP03	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 Apologies received from Councillors C Brooke and A Collingwood and R Davey
15/GP04	Declaration of Disclosable Pecuniary Interests (DPIs) Declarations by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464) NONE
15/GP05	Approval of the Minutes of the General Purposes Committee held on 24 th April 2015 APPROVED AND SIGNED as a correct record.
15/GP06	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE

15/GP07	<p>Finance – to receive a report from the Clerk/Responsible Financial Officer</p> <p>The Clerk made a short address, including suggestions for the use of Grant Aid from Guildford Borough Council. Peaslake Councillors suggested the following:</p> <p>Picnic tables on Peaslake Recreation Ground - G Reffo to consult the families with younger children in Peaslake, before purchase.</p> <p>Steps into Peaslake Stores – P Carter expressed concern over the danger of coming down the steps straight onto the road – ACTION:</p> <ul style="list-style-type: none"> • Determine who owns the steps • Can the pavement be widened • Investigate whether there can be disable access, Simon Best to be asked to come up with some schemes. <p>Christmas Lights for Peaslake - ACTION:</p> <ul style="list-style-type: none"> • G Reffo to confirm cost • G Reffo to establish source for electricity
15/GP08	<p>Appointment of Representative Portfolio Holders and Alternate Members:</p> <ul style="list-style-type: none"> • Land & Property Maintenance • Swimming Pool • Localism funding for local highway work <p>New Portfolio Holders and Alternate were appointed as follows:</p> <p>Representative Portfolio Holders for Land and Property Maintenance – C Carlisle and B Andrews</p> <p>Representative Portfolio Holders for the Swimming Pool – A Collingwood and J Hutton</p> <p>Representative Portfolio Holders for Localism Funding for local highway work – P Carter and G Reffo</p>
	<p>Land Property Maintenance</p>
15/GP09	<p>Land and tree inspections (Occupiers' Liability Act 1957/84)</p> <ul style="list-style-type: none"> • To receive an up-date since the last meeting – NOTED that repairs were in progress • AGREED Land and tree responsibilities to be divided amongst the councillors on this committee to keep an eye on and report defects to the office. <p>NOTED that fallen trees from 2014, adjacent to Peaslake Farm on Shere Manor Estate Land should have been removed. ACTION: Assistant to the Clerk to contact the Estate.</p>

15/GP10	<p>Tanyard Hall – Boundary Wall Maintenance – review suggested works and quotes.</p> <p>It was NOTED that the Wall was not part of the listed building and that the quotes received were for replacing the coping stones rather than replacing individual broken bricks with matching bricks.</p> <p>ACTION: Assistant to the Clerk to ask contractors to amend the quotes, with instruction to replace broken bricks.</p>
15/GP11	<p>Old Fire Station:</p> <ul style="list-style-type: none"> • Roof – review of suggested works and quotes – Quotes were reviewed ACTION: Assistant to the Clerk to check the Listed Building Consent and arrange for Grants to complete the roofing Repairs. • Internal and External decoration – review quotes – Quotes were reviewed ACTION: Assistant to the Clerk to engage R.A.Hollins to complete the external redecoration and P Hughes to complete the internal redecoration.
15/GP12	<p>Parish repairs to Bus Shelter – report, with quotes following site meeting with Tim Collins and Bob Andrews. Quotes for the repairs to the Parish bus shelters were reviewed. There was some discussion regarding new bus shelters. AGREED Tim Collins to repair the bus shelters on the understanding that they will be completed by November.</p>
15/GP13	<p>“No Entry” sign across river behind swimming pool – to consider a formal sign. It was NOTED that this was not a Parish Council responsibility and AGREED that this matter be referred to the Wellers Court Residents Association.</p>
15/GP14	<p>Banks of Stream Ewhurst Road – Suggested Surrey Wildlife visit - Concern was expressed over the over strimming of the banks of the stream, causing a build-up of debris in the stream. ACTION: Assistant to the Clerk to arrange for a visit and report from the Wildlife Trust.</p>
	<p>Swimming Pool</p>
15/GP15	<p>Stump removal between swimming pool field and Gomshall Lane, Shere, to allow for vehicles during the refurbishment at the swimming pool– review quotes. AGREED:</p> <ul style="list-style-type: none"> • to remove the stump. • Assistant to the Clerk to ask the Swimming Pool Committee to erect temporary fencing until changing room refurbishment has taken place. • Obtain quotes for new fencing when refurbishment completed.

	Playground Matters
15/GP16	<p>Shere Recreation Ground:</p> <ul style="list-style-type: none"> • Signs for Adult Fitness equipment • New bin for fitness equipment – approx. £125+vat <p>AGREED Assistant to the Clerk to arrange purchase of both items.</p>
15/GP17	<p>Prudential RideLondon – Consideration of quotes for Goose Green Drainage and confirm application to be made. The quotes were reviewed, but were for different plans of action and with no consensus of opinion for the correct course of action. AGREED Assistant to the Clerk to arrange for an Engineers Report.</p>
15/GP18	<p>Signage for Shere Car Park – to review the existing signs and consider the need for any more. It was AGREED that no more signage was required.</p>
	Localism Funding for Local Highway Work
15/GP19	<p>Localism Funding:</p> <ul style="list-style-type: none"> • Sign off - first half of Localism funding – AGREED the Clerk/RFO to raise a purchase order for £3,500 (power: Localism Act 2011) <p>Potential Works:</p> <ul style="list-style-type: none"> • Pitland Street – clear ditches two authorities involved • Tidying up the verge outside Shere Surgery, Gomshall Lane • Footpath from Pumping station road to pass Shere Surgery • Hopedean Farm to Hopedean Corner, Holmbury St Mary <p>It was AGREED that these would be proposed as suitable Localism work to Surrey County Council. Assistant to the Clerk to warn SCC that there may be an electricity main near the ditches by Pitland Street, outside Corner Cottage.</p> <p>A further suggestion of cut back of vegetation and tidy-up along Horsham Road, Holmbury St. Mary, opposite Pitland Street and down to, opposite Holly Bush Tavern, should be considered. (C Carlisle to go on site visit with Martin Nicholson, to obtain a quote)</p> <p>ACTION Clerk to chase up Roger Taylor regarding the purchase of areas of Manorial waste in Holmbury St. Mary</p>

15/GP20

Clerk's Report (for noting, delegation to the Clerk or inclusion on the next agenda) The Assistant to the Clerk reported the following:

- Shere Recreation Celebration and helmet competition was a great success and the winning design from the helmet competition is ordered.
- Completion of the installation of playground equipment on Goose Green
- Completion of the installation of Adult Fitness equipment on Shere Recreation Ground
- ROSPA Playground inspections have taken place, and are being reviewed.
- Completion of Holmbury St. Mary and Peaslake village hall car parks

Maintenance issues to **NOTE:**

- **Planning application for tree works**, by Adult Fitness Equipment in Shere
- **Shere Playground** - toy motorbike repairs in progress
- **Japanese Knotweed on Peaslake Farm** – site visit with Graham Rapley and P Carter 6th July 2015, quote provided
- **Tractor Shed on Green, Ewhurst Road** – rainwater discharge, sagging gutters, looking into repairs
- **“No Cycling Signs” for Elephant walk footpath in Peaslake** – to have a supply of no cycling signs to replace broken or missing signs when necessary.
- **ill-fitting utility covers** on Gomshall Lane
- **re-surfacing of Gomshall Mill bridge** – reported **Ref: 742823**
- **Repair to bench by stream in Shere** – completed
- **Door to storage shed on Goose Green** – repaired, but consider new door 6ft6 by 34in - **AGREED**
- **Well in Middle Street, Shere** – 2 further quotes to be obtained – It was **AGREED** to wait on obtaining more quotes, in light of discussions with the current owner of the Well, Shere Manor Estate.
- **Replacement Car Park sign for Pond Lane Carpark**
- **Parish and Town Ward Programme**, Guildford Borough Council will be carrying out work in September, on the Skudges in Peaslake – cutting back of vegetation from the path and overhead and Towerhill Recreation Ground, Gomshall – cutting back of vegetation and tidy-up.
- White ducks in Shere – no more to be bought at present

Items received after the agenda had been printed

- **Finger sign for Houndhouse Road/Pitch Hill** – **ACTION**
Assistant to the Clerk to find out more details and cost it

15/GP21	<p>Councillors' Business (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <p>G Reffo – requested:</p> <ul style="list-style-type: none"> • confirmation as to whether the drain opposite the Pond Lane Carpark, Peaslake had been repaired • that Surrey County Council be chased to complete the repairs to Lenton Close drainage before winter. • To fix the tractor shed in Peaslake <p>P Carter – requested:</p> <ul style="list-style-type: none"> • The garden at the War Memorial in Peaslake be tidied up. <p>It was NOTED there was a suggestion for some residents in Peaslake to put up 20mph signs on their property and be reimbursed by the Parish Council. The Clerk/RFO advised that it was not possible to reimburse individuals because all Parish Council purchases had to be made via the RFO for the purposes of openness, accountability and audit.</p> <p>G Reffo – NOTED that the Hazel Hall footpath was overgrown ACTION: Assistant to the Clerk to report to the Footpaths Officer.</p> <p>It was NOTED that contracts for Parish Contractors were up for review in September/October and should be advertised widely.</p>
15/GP22	<p>Date of next meeting: Wednesday, 21 October 2015, at 11.30am, at Tanyard Hall. NOTED A change in time from 7.30pm</p>