

SHERE PARISH COUNCIL

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

Minutes of the General Purposes Committee meeting held at 7.30 pm on 12th February 2014 in Tanyard Hall, 30 Station Road, Gomshall

Agenda Item	Title:
14/GP02/1	Present: Cllr R Davey, Cllr C Carlisle, Cllr J Hutton , Cllr M Urban No members of the public present.
14/GP02/2	Apologies for absence: Cllr M Taylor-Cotter, Cllr R Smith, Cllr A Collingwood, Cllr Brooke
14/GP02/3	Declarations of Disclosable and other Interests <i>Cllr Hutton declared a non- pecuniary interest in Item14/GP02/18</i>
14/GP02/4	Election of Chairman Due to lack of members it was agreed to carry this item over to the next Full Council meeting on 5 th March 2014. It was agreed that Cllr Davey would Chair this meeting.
14/GP02/5	Election of Vice Chairman Due to lack of members it was agreed to carry this item over to the next Full Council meeting on 5 th March 2014.
14/GP02/6	Co-option of additional members Due to lack of members it was agreed to carry this item over to the next Full Council meeting on 5 th March 2014.
14/GP02/7	Approval of the Minutes of the Parish Maintenance Committee meeting and Tanyard Hall Committee minutes held on 10th October 2013 and the minutes of the Playground Committee meeting held on 4 February 2013. Due to lack of members it was agreed to carry the minutes of the Playground Committee and Tanyard Hall Committee over to the next Full Council meeting on 5 th March 2014. The Minutes of the Parish Maintenance Committee were approved and signed by Cllr Carlisle. ACTION: Clerk to call a short General Purposes Committee meeting at the closure of the next Full Council meeting on 5th March 2014.
14/GP02/8	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE – No members of the public present.
14/GP02/9	Finance – to receive a report from the Clerk/Responsible Financial Officer. Due to the absence of the RFO, it was agreed to carry this item over to the next Full Council meeting on 5 th March 2014. ACTION: RFO to present report to the next General Purposes Committee to be held on 5th March.

14/GP02/10	Land and tree inspections (Occupiers' Liability Act 1957/84) To receive an up-date since the last meeting
14/GP02/11	Review of Risk Assessments The Clerk explained that she had undertaken a review of all the Risk Assessments and was currently updating them. Councillors reviewed the documentation and agreed that the updated documents would be circulated with the minutes and signed off at the next Full Council meeting on 5 th March. ACTION: All Councillors to complete Risk Assessments and return to Clerk by 5th March 2014.
14/GP02/12	Shere Car Park – update The Clerk informed the Committee that this was currently being dealt with by the Full Council. Guildford Borough Council was being asked to bring the car park repairs up to standard as soon as possible.
14/GP02/13	Old Fire Station Roof repairs The Clerk highlighted that tiles had been sliding off the roof on the side nearest the river. The other side is covered in moss and it is sometime since the building was inspected. There was potential concern about the state of decay of the footings of the bell housing. The Clerk has asked the heritage contractors coming to quote for the wall at Tanyard Hall to also look at the Fire Station and make an assessment. This will be reported back at the next meeting. Cllr Hutton said he would look through his files to find the previous inspection reports. ACTION Cllr Hutton to find previous inspection reports for Old Fire Station. Clerk to add the item to the next agenda.
14/GP02/14	Update on Skate Ramp project As Cllr Brooke was attending a Shere Recreation Committee meeting this same evening, this item was deferred.
14/GP02/15	Tanyard Hall – Chubb Inspections – to note inspections carried out in October 2013. Chubb reports were passed around for Councillors to view and were NOTED. No actions necessary.
14/GP02/16	Quotes for Painting Tanyard Hall – Approve one of three quotes to a maximum of £3,500.00. After a review of all the quotes, Cllr Carlisle proposed using R & A Hollins. This was unanimously agreed by the Committee. ACTION: Clerk to secure R & A Hollins to paint Tanyard Hall this summer.
14/GP02/17	Quotes for the Tanyard Hall Boundary Wall – update Clerk has now managed to find two heritage building firms experienced in lime plaster work. The Clerk is currently awaiting the outline quotes. Cllr Hutton would source a third contact for Clerk. ACTION: Clerk to follow up on quotes for wall. Cllr Hutton to supply

	contractors details.
14/GP02/18	<p>Quotes for footpath by Shere Swimming pool three quotes for approval to a maximum of £3000.</p> <p>Clerk reported that two quotes had been received and that we were still awaiting the third quote. Cllr Hutton was investigating the use of a stone material that he has seen used in an English Heritage building in Kent. It was agreed that we would get three quotes the same, choose a contractor and then if the special stone is not too much more expensive, as the chosen contractor to look to source the more expensive stone. It was agreed that this item would be deferred until the next meeting.</p> <p>ACTION: Clerk to put on agenda of next meeting and finalise quotes.</p>
14/GP02/19	<p>Councillors Business</p> <p>1. Flooding at Walking Bottom Cllr Urban highlighted the on-going flooding issue at Walking Bottom Peaslake. The Clerk reported that this had been discussed with Hurtwood Control and was being investigated.</p> <p>2. Securing Benches in Swimming Pool field Cllr Taylor Cotter had emailed to request the Council look into securing the benches in the Swimming Pool field. The Committee agreed that there would be NO FURTHER ACTION needed.</p> <p>3. Flooding at Goose Green Several Councillors had been involved with investigating the problems of flooding at Goose Green and also the silting up of the river bank opposite Mickleham Ltd at Gomshall.</p> <p>It was agreed that the Clerk would ask the contractor to quote for clearing out the culvert and checking the drain at Goose Green. A quote would also be sort for dredging the river and clearing the patch of briars at the bridge at Gomshall Mill.</p> <p>ACTION: Clerk to seek quote for works at Goose Green.</p>
	<p>Date of next meeting: Wed 5th March at 7pm before Full Council Wed 15th October 2014</p>
	Meeting closed at 8.45pm

Councillors' Business – for inclusion on the agenda for the next meeting or delegation to the Clerk.