

**MINUTES OF SHERE PARISH COUNCIL MEETING
ON THURSDAY, 10 SEPTEMBER 2015 AT
HOLMBURY ST MARY VILLAGE HALL, FELDAY GLADE, HOLMBURY ST
MARY**

Present: Parish Councillors R Davey (Chairman), R Andrews, C Carlisle (Vice-Chairman), C Brooke, P Carter, A Collingwood, J Cross, B Grover, B Harrap, J Hutton, G Reffoe and R Smith; Borough Councillor R Billington, the Parish Clerk, J Millett, and twelve members of the public.

Ref:	Item:
15/64	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40. Apologies were received from Parish Councillor A Golightly, County Councillor Keith Taylor and PC Matt Redfern.
15/65	Declaration of Personal or Prejudicial Interests - declarations by Councillors on any of the agenda items below in accordance with the Local Authorities (Model Code of Conduct) Order 2007 – (SI.2007/1159). The following interests were declared: <ul style="list-style-type: none"> • by B Harrap: membership and spouse’s membership of the Peaslake Protection Group (PPG) (agenda item 15/75); membership of the Surrey Wildlife Trust (agenda item 15/77) • by J Cross: trusteeship of SALV (agenda item 15/70) and providing photographs for the Parish Council’s new web-site (agenda item 15/87) • by C Brooke: friendship with the owners of Manor Cottage (agenda item 15/80) • by P Carter: membership of PPG and a financial interest (agenda item 15/76) • by G Reffoe, membership of PPG (agenda item 15/76) and lives in the vicinity of Peaslake Farm (agenda item 15/77) • R Smith reported that he had recently up-dated his Form of Financial and Other Registerable Interests.
15/66	Declaration of gifts or hospitality over £25. Members are reminded that once a declaration of gifts or hospitality has been made then a new Form of Financial and Other Registerable Interests must be completed. NONE received.
	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL No comments were made at this point - a member of the PPG wished to talk to agenda item 15/76.
15/67	Approval of the Minutes of the Council meeting held on 7 July 2015. APPROVED.
15/68	Police Matters – to receive a report from the police representative. No police representative was available to attend the meeting and no police matters were raised.
15/69	Finance matters <ul style="list-style-type: none"> • APPROVED income totalling £17,543.06 and expenditure totalling £88,005.73 for the month ended July 2015, as set out at annexe 1 to these minutes.

- **APPROVED** income totalling £8,577.50 and expenditure totalling £26,113.35 for the month ended August 2015, as set out at annexe 2 to these minutes.
- **NOTED** bank reconciliations for months ended July and August 2015, as set out at annexe 3 to these minutes.
- **NOTED** income and expenditure against budget to end of August 2015, as set out at annexe 4 to these minutes.
- **GBC grant aid 2016/17** –to note and approve schemes for inclusion in the Council’s applications for grant aid. **AGREED** to apply for grants for the following projects:

Project	Est cost: £	Grant: £
Peaslake village hall – chairs and tables	6,483	3,241.50
Shere village hall – entertainment package	6,149	3,074.50
Holmbury play area – under 5s play equipment	1,000	500
Peaslake village – Christmas lights	800	400
Shere, outside doctors’ surgery – notice board	800	400
Goose Green, Gomshall – drainage system (urgent project)	4,800 (approx.)	2,400 (approx.)
Peaslake village store – steps for safer access*	tba	tba

*Noted that this project might not fit the Borough Council’s criteria for grant aid.

- **To consider a plan for spending and use of the relatively high level of Parish Council reserves.** Consideration of the draft plan was **DEFERRED** to the next Council meeting.

15/70 SALV Health Trust: back up emergency generator at Shere Surgery – AGREED to donate initially, £2,000 towards this new piece of equipment and to give further consideration to increasing that donation at the next meeting of Council when a plan for the Council’s reserves would be considered.

15/71 Land in Holmbury St Mary – NOTED completion of the Transfer of various pieces of land from Surrey County Council to Shere Parish Council. **AGREED** that the South East ward councillors and the Chairman of Council meet with local residents to discuss use of the pieces of land and report back to Council.

15/72 Church Lane, Holmbury St Mary – to consider adoption of this road. The poor condition of a section of this road was reported with a suggestion that the Parish Council might adopt this so that it could be maintained properly. It was suggested that ownership; the implications of formally adopting the road and the costs of maintenance needed to be established first.

15/73 Broadband at Village Halls – to consider financial assistance to the Parish’s village halls for the installation of broadband. **AGREED** in principle, that the Parish Council refund the Parish’s village halls installation costs only, subject to them identifying their needs.

15/74 Land at Ewhurst Road, Peaslake

- to receive a report of a site meeting held on 6 August 2015. **NOTED** that the site meeting had identified a need for the stream to be cleared out. Part of the problem was caused by the strimming of the banks of the stream and it was **AGREED** that the contractor should be requested not to trim the banks until further notice.
- to note the deferral of consideration, by the Land Registry, of a local resident’s application to seek parking on the green in order to allow for negotiation between the two parties. **NOTED** that Shere Manor Estates

	<p>had indicated that that they would not object to the application. AGREED that the Parish Council withdraw their objection to the application to the Land Registry</p> <ul style="list-style-type: none"> to consider the Council's position as leaseholder of this land. AGREED that serious consideration be given to relinquishing the lease when the purchase of the land at Ewhurst Road was complete.
15/75	<p>Peaslake Farm Working Group – to consider comments and recommendations emanating from the Group's meeting on Tuesday, 8th September 2015.</p> <p>The Chairman gave a brief summary of the meeting. Discussions had taken place with Guildford Borough Council's planners on the three agreed options for the future use of Peaslake Farm: 1) affordable housing; 2) affordable housing and barn and 3) commercial barns. In addition, the proposal for a Respite and Care Centre for Adults was being re-worked and this revised project would be discussed at a future meeting of the Group.</p>
15/76	<p>Discussions with Peaslake Farm Protection Group re: how the on-going Tribunal process might be resolved</p> <ol style="list-style-type: none"> RECEIVED notes of the meetings held on 22 July and 27 August 2015 NOTED the comments and advice from the Council's solicitors on the draft 'Letter of Intent' and its accompanying e-mail, between Shere Parish Council and M Warrell and based on this, the Chairman's initial response to that Letter of Intent (made in the absence of the Clerk) considered the following motion from the Chairman of the Parish Council and seconded by the Vice-Chairman: 'that the draft Letter of Intent between Shere Parish Council and M Warrell be not entered into'. AGREED.
15/77	<p>Peaslake Farm – planning matters - considered the following motion from the Chairman of the Parish Council and seconded by R Andrews:</p> <ol style="list-style-type: none"> 'that the Council's solicitor's information that the Land Registry will not split titles that are in single ownership, be noted. NOTED that the solicitor's opinion that a Section 106 Agreement with Guildford would be the easiest means of establishing any restriction on that part of the title which is not to be used for development, be noted. NOTED that a 'not to scale schematic' of site covered by the Councils registered title marked as to four areas, be noted. NOTED <ul style="list-style-type: none"> area A - the farmyard area as bounded by the ditches to the West and the South area B – the sloping field to the west of the ditch bounding the yard area area C – a strip of land –the precise maximum width yet to be agreed/determined – directly to the South of the ditch bounding the yard area area D – the entire balance of the registered site AGREED the following 5 part motion from the Chairman of the Parish Council and seconded by R Andrews, subject to the amendments shown in italics being added: <ul style="list-style-type: none"> 'Part 1 – that in relation to <i>two of</i> the concepts of either a mixed development of affordable housing and a modest community barn or of affordable housing only, all of sympathetic design to existing housing in Peaslake, there be no constructional building allowed outside of area A (amendment proposed by J Cross and seconded by C Brooke)

	<ul style="list-style-type: none"> • Part 2 – that in relation to area B, the Council designate this area as Private Open Space – the maintenance of which the Council will retain responsibility for - for use by residents of any housing that might be built on the yard and any persons occupying the barns as places of employment <i>and any residents living nearby</i> (amendment proposed by P Carter and seconded by G Reffoe) • Part 3 – that in relation to area C the land will be established as Private Land for use solely to provide private parking spaces for the use of (delete ‘the’ and add) <i>any</i> barn tenants/employees, and as a means of access to area B for maintenance by the Council. (amendment proposed by J Cross and seconded by R Davey) • Part 4 – that in relation to area D the land shall be used for agricultural purposes only, with no habitable dwellings allowed • Part 5 – that in light of the intent, uses and restrictions described in parts 1-4 above, and the advice received by the Council’s solicitor, the usage and restrictions, as set out for the land not subject to possible building development, be established by a Section 106 Agreement with Guildford Borough Council as part of any Planning Application that might be sought for the yard (area A)?
15/78	<p>Peaslake Farm; next steps - to consider the following motion from the Chairman of the Parish Council and seconded by R Andrews:</p> <ol style="list-style-type: none"> a) ‘That Council confirm that it will continue to work with English Rural Housing Association on the two affordable housing concepts recently prepared. The immediate aim will be to bring them to a stage suitable for detailed public consultation and full evaluation prior to Council being asked to decide what planning action or project should be adopted, having consulted and considered on all options recommended by the Working Group, and subsequently accepted by Council, for taking to consultation and final decision. CONFIRMED. AGREED that a Letter of Intent be issued to English Rural Housing Association. b) That a survey be commissioned in order to produce appropriately detailed plans, from Hook Surveys, at a cost of £2, 250 plus VAT for use as the land registry document for recording and referencing all plans an Schedule 106 Agreement details. AGREED. <p>(Power: Local Government Act 1972, ss 124, 126, 127)</p> <ol style="list-style-type: none"> c) That Council immediately begin to seek medium (10 year) to long term (25 year) tenants for the agricultural land, offering the possibility of the Council undertaking to improve the land – by provision of fencing, water and drainage provision – as part of any tenancy agreement. AGREED to seek costings and expressions of interest, initially, and consider contractual arrangements at a later date. d) That until an agricultural tenant is secured, that Council offer Mr Gruber a rolling one month extension of his current agreement.’ AGREED that the existing Licence be extended on a rolling monthly basis and that further discussions be held with the Licence holder about the condition of the site and the terms of the Licence.
15/79	Sale of Walking Bottom car park, Peaslake – NOTED that the Parish Council’s bid for purchase of the car park had been unsuccessful
15/80	Well in Middle Street – to receive a report of a meeting with Shere Manor Estates on 24 th July 2015 and subsequent advice from the Council’s solicitor.

	NOTED that although the Parish Council had powers in respect of wells, there was no automatic transfer of title to the Parish Council. It would therefore be necessary to transfer ownership from Shere Manor Estates to the Parish Council by Land Registry Transfer in the usual way.
15/81	Calendar of Meetings 2016 – to consider the draft calendar. AGREED that the calendar be re-drafted to take into account councillors’ preferences for days and timing of meetings and that the Planning Committee meetings scheduled for August and December be deleted from the calendar.
15/82	Shere Area HGV Study Meeting on 4 August 2015 – RECEIVED the notes of the meeting and the proposals contained in them: <ul style="list-style-type: none"> • the Parish Council to collate evidence; photographs of damage to buildings and wall and suggestions of alternative routes. • petition for HGV Ban from June 2014 to be sent to Surrey Highways for them to pass onto the Police. • support be requested from Keith Taylor at Committee level, to request the Task Group to fund and a feasibility study for HGV ban through Shere village. If no money was available, the Parish Council would consider funding the study. • Stakeholder meeting with other Parishes in the area to be arranged; Albury, Ewhurst, Abinger, to decide the most logical route. • The Police be requested to approve an HGV ban
15/83	Prudential Ride London: 2 August – NOTED that the 2016 event would take place on Saturday 30 and Sunday 31 July.
15/84	Appointment of a Parish Council representative to Guildford Borough Council’s Corporate Governance and Standards Committee – in light of a ballot for this vacancy, to vote for a parish council representative. AGREED that details of nominees be circulated to all councillors and a consequent nomination submitted by the Clerk.
15/85	Minutes of the General Purposes Committee held on 17 July 2015 <ul style="list-style-type: none"> • NOTED the minutes • APPOINTED R Andrews to this Committee
15/86	English Rural Housing Association <ol style="list-style-type: none"> a) NOTED: <ul style="list-style-type: none"> • a letter from the Association seeking support for their concerns about the implications for extending right to buy legislation to apply to affordable homes and also asking for support for the current rural exemption • the Parish Council’s response letter to the MP • that the MP had written to the Minister on behalf of many constituents who shared the Parish Council’s concerns b) to consider an invitation to join HRH The Princess Royal with English Rural Housing Association’s Board and staff at their mini conference on Tuesday, 22nd September 2015 from 11am to 3pm, at The Tithe Barn, Loseley Park. AGREED that the Chairman and Vice-Chairman attend on behalf of the Parish Council.
15/87	New Parish Council web-site – NOTED an up-date.
15/88	Councillors’ Business (for noting or including on the agenda for the next meeting)

	<p>B Grover – reported that two more white ducks had been acquired for Shere stream; he reported a dangerous manhole cover in Gomshall Lane, Shere and asked for progress in the provision of a disabled parking bay in Middle Street, Shere. The Clerk reported that Guildford Borough Council had just announced that, subject to public consultation, they were planning to introduce a scheme including a limited waiting parking bay in Middle Street, together with the provision of disabled parking spaces in both Gomshall Lane and Middle Street. The outcome would be reported to the Local Committee in December and implementation was planned for mid-2016.</p> <p>R Andrews – reported that Surrey County Council had confirmed that there would be no kerbing installed in Pitland Street, Holmbury St Mary, in connection with proposed drainage works.</p> <p>B Harrap – had reported to Thames Water, a water leak in Burrows Lane. Jonathan Cross also reported a number of leaks in Hook Lane.</p> <p>R Davey reported a request from Shere Village Hall for signage for the Old Fire Station public toilets, at the corner of the village hall and the museum.</p>
15/89	<p>Clerk’s Report (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <p>Filming in Shere – NOTED that a second episode of the BBC production, Professor Branestawn was to be filmed in Shere, in October 2015.</p> <p>Guildford in Bloom Awards 2016 – noted invitation to attend this event on 16 September. Councillors were invited to advise the Clerk if they wished to attend.</p> <p>Surrey Association of Local Councils – noted invitation to attend the AGM/joint annual conference with Surrey County Council on 15 October and that the details would be passed to the Parish Council’s representative, R Smith.</p>
15/90	<p>Date of next meeting: Thursday 15th October 2015, 7.30pm at Tanyard Hall, 30 Station Road, Gomshall.</p>