



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

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**General Purposes Committee meeting at 11.30am on
Wednesday 21st October 2015
at Tanyard Hall, 30 Station Road, Gomshall**

MINUTES

	Present – Councillors C Carlisle (Chairman), P Carter, G Reffo, C Brooke, A Collingwood, R Davey and Assistant to the Clerk S Hoyland.
15/GP23	Welcome
15/GP24	Appointment of Vice Chairman – to appoint a Vice Chairman for 2015/16, postponed from the last meeting – B Andrews nominated and ELECTED unanimously in his absence.
15/GP25	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 – Apologies received from R Smith and J Hutton.
15/GP26	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/GP27	Approval of the Minutes of the General Purposes Committee held on 17 th July 2015 - APPROVED AND SIGNED as a correct record
15/GP28	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE – Two members of the public present for item 15/GP35. Item brought forward on agenda for discussion.
15/GP35	Adult Fitness Equipment – To discuss the concerns of local residents, regarding the position of the equipment and tree works – A short address was made by the owners of properties situated on the boundary with Shere Recreation Ground and the site of the Adult Fitness Equipment. They expressed concern over the lack of consultation regarding the siting of the equipment, accompanying noise and anti-social behaviour and requested that the equipment be moved and no tree works carried out on the overhanging trees. The Parish Council explained that the position of the equipment was

	ultimately decided by Shere Recreation Ground Association and it was not anticipated that there would be any significant increase in nuisance level or anti-social behaviour. The Parish Council appreciated the concerns of the local residents and AGREED to make a site visit, to ensure everything possible has been done to alleviate any concerns. Shere Parish Council will also pass on the contact details of Shere Recreation Ground Association to the concerned residents.
15/GP29	<p>Finance – to receive a report from the Clerk/Responsible Financial Officer – A Financial Position Report was tabled. Clarification was sought regarding the status of the projects at the end of the financial report: Shere Village - signs and plaques, Holmbury Football Club - extensions and alterations and Construction of water run off – Shere & Peaslake – ACTION Assistant to the Clerk to report back to the Committee with more information.</p> <p>It was confirmed that Guildford Borough Council had turned down the initial approach by Shere Parish Council for a grant towards the improvements to the steps at Peaslake Stores. South West Ward Councillors confirmed that there was a lot of support for the improvement works, but there was difficulty in identifying the owner of the land. It was reported that Surrey County Council were fairly certain that they do not own the land. ACTION – Assistant to the Clerk to check with Land Registry to attempt to confirm ownership. RECOMMENDED to Full Council that improvements to the steps should go ahead, and that it may be possible to use the Peaslake Improvement Fund or reserves.</p> <p>Reference was made to an existing project regarding the telephone box in Peaslake, to place some kind of barrier around it. It was AGREED that this was no longer a priority and would not go ahead. It was NOTED that grant aid from Guildford Borough Council was turned down for Shere Village Hall Entertainment Package – it was RECOMMENDED that this project should be supported by the Parish Council.</p>
	Land and Property Maintenance: (<i>Portfolio holder & Alternate – C Carlisle & B Andrews</i>)
15/GP30	<p>Tanyard Hall –</p> <ul style="list-style-type: none"> • Boundary Wall Maintenance – update on the requested alteration to quotes – Amended quotes were being sought ACTION - Assistant to the Clerk to liaise with Councillors for potential contractors. • Proposed drainage works for Gomshall – to discuss allowing new pipes under Tanyard Hall car park – the overall objective from Surrey County Council is to prevent the highway and property flooding along the A25 in Gomshall. They propose to capture the water in a series of gullies on Colekitchen Lane and direct the water through new pipes under the car park of Tanyard Hall to discharge in the River Tillingbourne. Shere Parish Council appreciates the need for the work, but have serious concerns over potential flooding of the car park and Tanyard Hall, a Listed Building.

	<p>Although the design has been modified to incorporate sealed manhole covers and catchpits along the new pipe system to prevent the system blocking they have not confirmed that they will be providing a fund for Shere Parish Council to have control over the cleaning of the catchpits and gullies, as they previously had. Surrey County Council have confirmed that the catchpits will be cleaned annually and the gullies on a needs basis. Shere Parish Council is not content with this reassurance. ACTION Assistant to the Clerk to contact Surrey County Council, to remind them about their previous assurance that an ongoing fund would be provided for the Parish Council to have control of the future maintenance. ACTION Clerk - an Easement would be required and insurances in place.</p>
15/GP31	<p>Goose Green trees nearest ‘Wylton’ – the owners have requested to reduce the canopy by approx. one metre at a cost to themselves – ACTION Assistant to the Clerk to request photographs and specific details.</p>
15/GP32	<p>Shere Car park – Consideration of possible improvements to the drainage of the carpark, to be forwarded to Guildford Borough Council – It had been mentioned by the Shere Village Hall Committee, that during periods of heavy rain water run-off from the car park in Shere, hits the village hall in a particular place potentially adding to the dampness of the building. ACTION C Carlisle to carry out a site visit, to consider the possibility of an edging to deflect the water from the wall. ACTION Assistant to the Clerk to add to the next General Purposes Agenda.</p>
15/GP33	<p>Shere Surgery verges – to discuss up-keep and improvements. It was REPORTED that the verges outside Shere Surgery were in a sorry state. Surrey County Council has agreed to fill in the deep ruts at the edge of the road. ACTION Assistant to the Clerk to arrange site visit with Surrey County Council to discuss the possibility of using railway sleepers or posts to prevent cars from mounting the verge. ACTION Recommendation to Full Council to adopt the maintenance of the verge by Shere Parish Council</p>
	<p>Swimming Pool: (<i>Portfolio holder & Alternate – A Collingwood & J Hutton</i>) No Items</p>

	Playground Matters: (<i>Portfolio holder & Alternate – C Brooke & A Collingwood</i>)
15/GP34	<p>Shere Recreation Ground:</p> <ul style="list-style-type: none"> • Please wear a helmet sign – To re-consider the addition of another sign, given that the competition winner sign is in place – It was AGREED not to purchase an additional sign for the skate ramp. • Bouncy Motorbike, Shere Playground – Discussion regarding the repair or replace of the bouncy motorcycle – It was AGREED to repair the bouncy motorcycle.
15/GP36	<p>Renovation/replacement of playground equipment – establishment of a schedule for works – RECOMMENDED to Full Council that a comprehensive schedule of renewal/replacement of all the Parish Council playground equipment for the next 10-15 years, taking into account current British Standards and Regulations, be put in place. The person suggested to carry out the work was Andy Figgins andy.figgins@ntlworld.com</p>
15/GP37	<p>Prudential RideLondon – to consider a multi-use outdoor games area for the Parish – AGREED to look into the possibility of funding from Prudential RideLondon/London Marathon Events for a new pavilion on Shere Recreation Ground. ACTION Assistant to the Clerk to make initial enquiries and to confirm the level of funding available. NOTED that there was limited support for a Multi-Use Games Area for the Parish</p>
	Localism Funding for Local Highway Work: (<i>Portfolio holder & Alternate – P Carter & G Reffo</i>)
15/GP38	<p>Localism Funding: Potential Works for the remaining 10 days available through Poulson.</p> <ul style="list-style-type: none"> • Hopedean Farm to Hopedean Corner, Holmbury St Mary – clearing of the path. • Horsham Road, opposite Pitland Street, down to opposite Holly Bush Tavern – maintenance of the manorial waste. • Clearing of gullies in London Lane, Shere and Peaslake, which are the responsibility of Surrey County Council, but which are not cleared often enough during the winter. • Stream on Ewhurst Road, Peaslake – clearing of weeds and debris. <p>It was NOTED that there was considerable concern over the schedule of cleaning for the gullies in Peaslake. A letter from Gavin Smith at Surrey County Council clearly stated that it was not possible to clear them out any more regularly. ACTION Clerk/Assistant to the Clerk to approach Keith Taylor (County Councillor) to request some of the funds from the Cluster Fund for some interim clearing. It was also NOTED that the South West Ward Councillors would like the responsibility of reporting blocked gullies, as councillors, to Surrey County Council to be delegated to</p>

	<p>them. ACTION Clerk to look into the issue of delegation and produce a document outlining protocol. It was NOTED that although delegation would most likely not be possible, individuals can and should report problems with Surrey County Council direct either through their website, via the link on Shere Parish Council website or by telephone. A copy of the Terms of Reference for the General Purposes Committee was given to each councillor present, for their information and reference.</p> <p>It was also NOTED that it was taking a long time to arrange for the clearing of vegetation and debris from the stream on Ewhurst Road. The Assistant to the Clerk confirmed that the process was ongoing and the job was not as simple as first thought. ACTION Assistant to the Clerk to chase up and schedule the works as soon as possible.</p>
	Other Issues
15/GP39	Reporting of problems – Letter received from Gavin Smith at Surrey County Council, regarding the clearing of gullies. See note on item 15/GP38 above.
15/GP40	<p>Clerk’s Report (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <p>NOTED:</p> <ul style="list-style-type: none"> • Bus Shelter Repairs – have taken place • Parish and Town Ward Programme works – have taken place on the Skudges and Tower Hill Playground, including vegetation cleared and re-establishment of the path • Stump on the edge of the swimming pool field has been removed. The works to the changing rooms at the pool are not taking place this winter, so Shere Parish Council has delayed erecting new fencing until the works have taken place next year. • Flood Defence Permission has been received for the River Tillingbourne opposite what was Mickle Lab. Graham Rapley has been instructed and works will be carried out shortly. A method statement has been sent to the Environment Agency and when approval has been received the works will be scheduled. • Goose Green Drainage – Graham Rapley has been instructed. Timing is difficult due to the weather. Due to ground saturation, the works have been scheduled for Spring 2016 • Old Fire Station: Roof – it was reported that listed building consent is being undertaken. Hutton & Rostron have been instructed to provide the elevation drawings. Internal and External decoration – Contractors have been engaged, works are on hold until roof repairs are completed. • Tractor Shed on Ewhurst Road – Graham Rapley has been instructed, works to begin shortly. • The utility covers on Gomshall Lane – have been reported and are due for repair by the beginning of November • Gomshall Mill Bridge – the surface has been reported and inspected. If there is any money left at the end of the year, it

	<p>will be done.</p> <ul style="list-style-type: none"> • Hazel Hall footpath - has been reported as overgrown. South West Ward Councillors have REPORTED that it is now clear. • Drain Opposite Pond Lane Car Park – Shere Parish Council have been assured by Surrey County Council that this will have a kerb built up around it and covered by Christmas. • Plaws Hill Barriers – have been fixed and ‘no-cycling’ signs applied. • Bench next to the stream in Shere – has been repaired • It was REPORTED that Guildford Borough Council Play Strategy is being held Monday 2nd November 2015 6.30pm Burchatts Farm Barn and portfolio holders for Playgrounds have been invited to attend.
	<p>Councillors’ Business (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <p>G Reffo:</p> <ul style="list-style-type: none"> • Asked if the Japanese Knotweed had been treated on Peaslake Farm – The Assistant to the Clerk confirmed that it had been treated and was due to be treated again in the Spring • Requested that a stock of ‘no cycling’ signs be kept in the office. • Requested the barrier by the Church in Peaslake be fixed. ACTION Assistant to the Clerk to ask Shere Manor Estate to fix it, alternatively consider the use of the South West Ward Fund to repair it. <p>C Brooke: RECOMMENDED that the second phase of the skateramp should NOT go ahead. It was REPORTED that the skateramp was being enjoyed as it is with no concerns or anti-social behaviour. ACTION Assistant to the Clerk to check the Shere Parish Council commitment with Raddi, who provided and installed the skateramp.</p> <p>C Carlisle: RECOMMENDED to Council - expedite the tree works and ditch clearing of the manorial waste in Holmbury St Mary and in the New Year consult the community regarding the provision of formal allocated car parking and green areas. ACTION Assistant to the Clerk to arrange for the vegetation and tree works to be carried out. To request quotes from Graham Rapley and the Walker family of Bulmer Farm, Holmbury St. Mary.</p>

Date of next meeting: Thursday 18th February 2016, at 11.30am Tanyard Hall, 30 Station Road, Gomshall.