



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

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Tanyard Hall
30 Station Road
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Guildford,
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**General Purposes Committee meeting at 11.30am on
Thursday 18th February 2016
at Tanyard Hall, 30 Station Road, Gomshall**

MINUTES

15/GP41	Welcome
15/GP42	Present: Councillors C Carlise (Chairman), B Andrews, G Reffo, P Carter and A Collingwood. Assistant to the Clerk S Hoyland and 2 members of the public.
15/GP43	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 – apologies received from Councillors R Smith, C Brooke and R Davey
15/GP44	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/GP45	Approval of the Minutes of the General Purposes Committee held on 21 st October 2015 – Approved and Signed as a Correct Record.
15/GP46	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE – A Member of the public from Peaslake asked to address the Council under item 15/GP53 Localism Funding- AGREED A resident from Gomshall handed out a summary to Councillors and a short address was made regarding the flooding issues on Station Road, Gomshall. He provided the Council with a brief background and requested the following support: <ul style="list-style-type: none"> • Support the planned culvert under the carpark of Tanyard Hall, taking the water from Colekitchen Lane straight to the River Tillingbourne. • Support the raising of the kerb along Station Road • Support the capping of the drain outside his property The Parish Council is broadly supportive of these requests.
15/GP47	Finance – to receive a report from the Clerk/Responsible Financial Officer – A report was given on the Current Financial Position. Councillor G Reffo requested a breakdown of monies spent on Parish Maintenance, which was provided and more information on the work carried out by the Parish Handyman.
15/GP48	Land and tree inspections (Occupiers' Liability Act 1957/84) Update on the receipt of inspections from Councillors – ACTION Assistant to the Clerk to send out a reminder to Councillors to return the Land and Tree Inspections.

	Land Property Maintenance: (<i>Portfolio holder & Alternate – C Carlisle & B Andrews</i>)
15/GP49	<p>Tanyard Hall –</p> <ul style="list-style-type: none"> • Boundary Wall Maintenance – review of quotes – AGREED two stages: Stage One - William Young to carry out repairs to Tanyard Hall Wall Stage Two - to assess the need for replacement coping stones, either new or reclaimed. Assistant to the Clerk to obtain quotes. • Proposed drainage works for Gomshall – update on progress of the request by Surrey County Council to lay new pipes under Tanyard Hall carpark to alleviate flooding on Station Road, Gomshall – Discussed under item 15/GP46. • Disabled Access – consideration of disabled access to the upstairs of the hall – AGREED Assistant to the Clerk to arrange for an inspection and quotes for a potential stair lift, disabled lift or to extend the stairs to make them less steep.
15/GP50	Shere Car park drainage and water run off – report following the site visit by Councillor. It was AGREED to keep the area under observation.
	<p>Swimming Pool: (<i>Portfolio holder & Alternate – A Collingwood & J Hutton</i>) – Update provided by Portfolio holder A Collingwood:</p> <ul style="list-style-type: none"> • Shere Swimming Pool Club requested a receipt for insurance. • NOTED that the Club was applying to the London Marathon for funding towards the refurbishment of the changing rooms, due to take place this year.
	Playground Matters: : (<i>Portfolio holder & Alternate – C Brooke & A Collingwood</i>)
15/GP51	<p>Renovation/replacement of playground equipment</p> <ul style="list-style-type: none"> • Explanation of the findings from A Figgins report on the Play Areas – the spreadsheet provided by the Assistant to the Clerk was NOTED • Establishment of a schedule for works - the following was AGREED: <ul style="list-style-type: none"> - Assistant to the Clerk will compare the report to the 2015 Summer RoSPA report to confirm findings. - Portfolio Holder and Alternate would prepare a proposal to replace the urgent items indicated in the report - Assistant to the Clerk would arrange quotes for the general equipment repairs - Assistant to the Clerk will look into funding from the London Marathon
15/GP52	Play Equipment for Under 5s in Holmbury St. Mary – Update on grant with suggestions for type of equipment – AGREED Playground Portfolio Holders to suggest a suitable piece of equipment for consideration
	Localism Funding for Local Highway Work: (<i>Portfolio holder & Alternate – P Carter & G Reffo</i>)
15/GP53	<p>Localism Funding:</p> <ul style="list-style-type: none"> • Update on the amount remaining and potential use for 2015/2016 – it was NOTED that £3,500 was remaining from this financial year, which was earmarked for ditching and cutting back on the verge in Holmbury St. Mary • Update on the application for funds 2016/2017 - It was NOTED the result of the application would be available on the 23rd March 2016. • Use of localism funding for footpaths, ditch clearing and clearing channels <p>There was a short adjournment for a member of the public to speak. A local resident listed a number of outstanding concerns he had regarding the drains and highways in Peaslake.</p> <p>The following was AGREED:</p> <ul style="list-style-type: none"> • Assistant to the Clerk to follow up outstanding issues with Surrey County Council Highways and copy in Matt Furness – lead councillor for Infrastructure

	<ul style="list-style-type: none"> • Assistant to the Clerk to request that Surrey County Council Highways look into locating the possible missing culvert on Peaslake Lane • To encourage a more active response from Surrey County Council • Assistant to the Clerk to write to the owners of two Peaslake properties requesting them to maintain the ditches adjacent to their properties as Riparian owners. <p>It was AGREED that the Peaslake Councillors compile a list of concerns ahead of the next meeting, so the issues can be discussed in an orderly fashion. It was NOTED that there are limitations to the powers of a Parish Council, to act on drainage matters.</p>
	Other Issues:
15/GP54	Risk Assessments – It was AGREED that the risk assessments would be sent by email to the Councillors for review and formal adoption at the next Council Meeting.
15/GP55	Finger sign for Hound House Road/Pitch Hill and Lawbrook Lane – to see photos and consider quotes. AGREED to purchase a Fitzpatrick Woolmer seasoned oak finger post sign for £479.50 ex VAT and delivery (Road Traffic Regulation Act 1984, s.72)
15/GP56	Shere Surgery verges: <ul style="list-style-type: none"> • Update on progress on the proposed kerb extension along Gomshall Lane and the maintenance of the verge including tree works - NOTED • Consideration of funds to carry out a professional tree survey, to provide details of preferred tree works to take place at the same time as a proposed kerb extension – AGREED funds for tree survey of the area.
15/GP57	Shere Surgery car park extension – to look into the proposal to support the extension of the Surgery carpark – AGREED for Shere Surgery to take the lead, formulate a plan and the Parish Council to consider and propose supporting an extension.
15/GP58	Defibrillators: <ul style="list-style-type: none"> • Holmbury St. Mary Defibrillator – suggestions for a suitable position. AGREED for Councillor B Andrews to make enquiries as to a suitable location. • All Defibrillators - Consideration of whether to disable the locks and keep them permanently unlocked for ease of access in an emergency – AGREED. It was also AGREED to purchase a sign for the defibrillator in Peaslake requesting people to park considerately, allowing access to the defibrillator and to add the locations of the Defibrillators to the Parish Council website.
15/GP59	Plaque in memory of Tony Reid on gate going up to the fields by Shere Church – approval to approach Surrey County Council for permission to purchase and place a plaque on the gate, when repaired - AGREED
15/GP60	Quiet Lanes and Decluttering: <ul style="list-style-type: none"> • To receive a report from the January meeting - NOTED • Volunteers and plan for the completion of documentation. The documentation explained how to assess the risk should an individual traffic sign be removed and the proposed action – NOTED Councillors A Golightly and B Harrap had volunteered for South West Ward Councillors B Andrews and R Smith had volunteered for South East Ward and confirmation would follow regarding North Ward.
15/GP61	Clerk’s Report (for noting, delegation to the Clerk or inclusion on the next agenda): <ul style="list-style-type: none"> • Adult Fitness Equipment, Shere Recreation Ground – A site visit was carried out. Ben Bray was asked if there was a possibility of moving the equipment, his reply was: <i>I can confirm that, for a number of reasons, the only realistic choice for positioning the gym equipment was in the south east corner. And as a result, we will not be moving it. I’m sorry that the complaint has had to come through the council, and I appreciate you handling it.</i>

	<p>A letter was written to the local residents, explaining the situation and what the Parish Council had done to reduce any anti-social behaviour. They were also informed when the tree works were taking place and this has now been carried out.</p> <ul style="list-style-type: none"> • CCTV on Shere Recreation Ground and carpark– after an initial bumpy start, the cameras and recording are now all working • River Tillingbourne opposite what was Mickle Lab, Gomshall. Work has been carried out in line with the permission received from the Environment Agency. • Peaslake School Steps – it was NOTED that repairs had taken place where the steps met neighbouring property Moonrise. • Pitland Street, Holmbury St. Mary Drainage Works – Local residents have sent their thanks to Surrey County Council for completing the drainage works. • The drain Opposite Pond Lane Car Park, Peaslake, has been fixed • Manorial Waste, Holmbury St. Mary – the following was NOTED: Site visit with Tree Officer from Guildford Borough Council Tree works permission has been applied for from Guildford Borough Council Quotes requested for tree works from three sources and three have been received and would be reviewed when the Parish Council receives permission for the works from Guildford Borough Council. • London Marathon/Prudential RideLondon – Confirmation of funds available to apply for. www.lmct.org.uk £20,000 - £150,000 • Highways Drainage and Footpaths – to confirm that Parish monies (according to specific Parish Council Powers) can be spent on clearing footpaths but not on drainage. • Old Fire Station: Roof – Listed Building Consent approved. Roof works to take place the week beginning 22/2/16 External decoration – R A Hollins instructed and begins work in March/April • Hedge to replace the cowshed on junction with A25 and Gomshall Lane, due to be planted by National Trust – NOTED Ranger Rob Hewer had explained that the substitution was now not happening, but he was happy to plant an evergreen there in the Autumn. • Clean for the Queen, Parish and Town Ward Programme – AGREED that Assistant to the Clerk would forward potential jobs to Guildford Borough Council for a two day, two man crew to carry out some works within the Parish. <p>It was NOTED that Peaslake Councillors raised various queries on communication with the Parish Office. AGREED The Assistant to the Clerk to refer to the Clerk on this issue.</p>
15/GP62	<p>Date of next meeting: Thursday 16th June 11.30am Tanyard Hall, 30 Station Road, Gomshall GU5 9LF</p>
	<p>Exclusion of the Public and Press (Public Bodies Admission to meetings Act 1960) – to exclude the public and press for the following item of business because of the confidential nature of the business to be transacted.</p>
15/GP63	<p>Old Fire Station Internal redecoration – to receive a progress report – NOTED</p>