

**MINUTES OF SHERE PARISH COUNCIL MEETING
ON WEDNESDAY, 9 MARCH 2016 AT
TANYARD HALL, 30 STATION ROAD, GOMSHALL, SURREY GU5 9LF**

Present: Parish Councillors R Davey (Chairman), R Andrews, C Brooke, A Collingwood, J Cross, A Golightly, B Grover, J Hutton and R Smith; Surrey County Councillor K Taylor (for part of the meeting), the Parish Clerk, J Millett, and four members of the public.

Ref:	Item:
15/175	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40. Apologies were received from Parish Councillors C Carlisle, P Carter, B Harrap and G Reffoe and from Borough Councillor D Wright.
15/176	Declaration of Pecuniary or Non-Pecuniary 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). NONE RECEIVED.
15/177	Declaration of gifts or hospitality over £25. Members were reminded that once a declaration of gifts or hospitality had 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 Surrey County Councillor K Taylor reported briefly on the proposed development at Newlands Corner. A local resident asked various questions relating to the possible use of Peaslake Farm for subsidised housing (proposed uses 1 and 2 in the current consultation exercise) and these were answered by the Chairman. Another local resident asked whether any Parish Councillors were involved in funding a Community Interest Company or the rural community business park (proposed use 3 in the current consultation exercise). AGREED that this should be an agenda item for the next Council meeting.
15/178	APPROVED the Minutes of the Council meeting held on 11 February 2016, subject to minute 15/169 referring to mowing at Ewhurst Road, whereby a third of the area is cut 'once a year', rather than 'alternately, on each of the scheduled mowings'. Councillor Golightly clarified that she had spoken to someone at Guildford Borough Council, not the Monitoring Officer, about her concerns (minute 15/160, January 2016 Council minutes refer)
15/179	Police Matters: to receive a report from the police representative. Again, no police representative was present and disappointment was expressed at this. It was suggested that links to the latest information from the Police on local crime be added to the Parish Council's web-site; the police be invited to come into the Parish Council's office to regularly up-date the Clerk on local crime and that clarification be sought as to whether the police were not attending Parish Council meetings as a matter of policy.
	ITEMS FOR DECISION:
15/180	Finance matters: <ul style="list-style-type: none"> • APPROVED income totalling £21,437.04 and expenditure totalling £21,102.69 for the month ended January 2016, as set out at annexe 1 to these minutes

	<ul style="list-style-type: none"> • NOTED bank reconciliations for months ended January 2016, as set out at annexe 2 to these minutes • NOTED income and expenditure against budget to end of January 2016, as set out at annexe 3 to these minutes • NOTED a breakdown of expenditure allocated to ‘Ear Marked Reserves – others’ • A breakdown of expenditure on IT was requested for the next Council meeting • It was suggested that an uncashed cheque for £100, payable to A Figgins, be followed up with him • Holmbury St Mary manorial waste – to consider a quote for preliminary discussions and drawings. AGREED to defer consideration of any quotes until a consultation meeting with local residents had been held – ward councillors to put forward a proposal to a future Council meeting. • Old Fire Station roof, Shere – NOTED that when works to repair the flat roof had been undertaken recently, the part of the building underneath it consisted of rotting timbers which needed to be replaced. AGREED that the appropriate permissions be sought to replace the timber framing and put the boards back. Insulation and damp proofing should be installed at the same time and the neighbouring over-hanging trees cut back. RATIFIED expenditure incurred so far of £885, excluding VAT, to Grants Roofing Ltd., for starting roof repairs, materials and clearing the site.
15/181	<p>Risk Assessments – APPROVED the following risk assessments:</p> <ul style="list-style-type: none"> • Financial • Financial Regulations • Staff workplace • Accidents and First Aid • Public conveniences, Shere • Outside workers • Tanyard Hall • Governance and management <p>It was suggested that there should be a reference to ‘safe-guarding’ in the risk assessments, in future, and Councillor J Cross undertook to draft this.</p>
15/182	<p>Peaslake Lane, Peaslake – to consider a draft proposal by Surrey Highways. AGREED that a site meeting be held with Surrey Highways to discuss the proposed scheme further.</p>
15/183	<p>Felbury House – to consider assigning the lease, in light of advice from the Council’s solicitor. AGREED that there is no objection in principle, to assigning the lease provided the Parish Council’s existing security is maintained to comply with the terms of the lease, via the provision of specific personal guarantees from the existing tenants regarding the performance of Felbury House Ltd.</p>
15/184	<p>Peaslake Stores steps – to receive advice from the Council’s solicitor. NOTED the advice from the Parish Council’s solicitor, that the Parish Council has no power or authority to carry out works on land which is in the ownership of a third party, however laudable the object. This project should therefore, be led by the owner. The Parish Council could still make a grant towards the cost of the works as the shop benefits the community.</p>
15/185	<p>Downs View and Wylton, Goose Green – to consider a request from the owners to put a house sign at the end of their track to direct visitors. It was suggested that</p>

	the sign be made from wood, not lit and have both house names on it and be an appropriate size for the location. AGREED to delegate approval of a suitable sign to the Clerk, in consultation with the Chairman and Vice-Chairman.
15/186	Peaslake Free School – to seek the Parish Council’s permission to erect a school sign on the Scudges, at the foot of the steps. It was suggested that the sign be simpler and exclude the word ‘reception’, made from wood and of appropriate dimensions for the location. AGREED that ward Councillors discuss the matter with the School and report back to Council.
15/187	Queen’s 90th birthday celebrations – to consider the Parish Council’s support for this event. AGREED that the Parish Council support local residents who want to organise street parties by contributing £250 towards the cost of each of the villages’ events.
15/188	Street naming and numbering consultation, development at Church Hill, Shere – to consider a suggested name of ‘St Catherine’s Field’ for the new development of 3 dwellings at former 1 – 3 Spinners, Church Hill, Shere. AGREED that Guildford Borough Council be advised that the existing name of 1 - 3 Spinners, Church Hill, Shere, should be retained for this development.
	ITEMS TO NOTE:
15/189	Peaslake Farm – NOTED a report of the public consultation meetings held in early March, on the future use of the Farm.
15/190	Protocols – NOTED a report by the Clerk
15/191	Gomshall Post Office – NOTED that the Post Office were still trying to find a way to run a Post Office, at Gomshall.
15/192	Shere War Memorial – NOTED that this memorial has been listed at Grade II, as a Building of Special Architectural or Historic Interest.
15/193	Meeting to discuss HGV routes – NOTED that a meeting of local parish councils, hosted by Shere Parish Council, was being arranged.
15/194	Minutes of the General Purposes Committee – RECEIVED the draft minutes of the General Purposes Committee held on 18 February 2016.
15/195	Community buildings grants – NOTED availability of new funding to improve the energy efficiency of community buildings
15/196	Community Speedwatch – use of equipment – to note the current low level of usage. AGREED that volunteers for Community Speedwatch be sought via the Parish magazines.
15/197	Councillors’ Business (for noting or including on the agenda for the next meeting) A Collingwood – suggested the Parish Council might make more use of social media in their communications. J Hutton – commented that the swimming pool field path would need rolling every year. He also asked that the removal of graffiti on the A25, in relation to cycling events, be requested. C Brooke – reported that Shere Surgery wanted to initiate a ‘one-mile walk’ around the village. AGREED agenda item for next meeting. A Golightly – reported a problem of litter in parts of Peaslake. AGREED agenda item for next meeting. She also reported that part of the Millennium Trail, at Radnor Road was very steep and needed steps – this would be looked into and reported back. J Cross – reported that the gate to the path at Church Hill was in need of repair or replacement R Andrews – reported that the fingerpost at Sutton Abinger had been snapped off at ground level – this needed to be reported to Surrey County Council.

	R Davey – suggested that the finger post by the museum needed to show where the public toilets are located. He also mentioned that the post by Shere bridge had been knocked over.
15/198	Clerk’s Report (for noting, delegation to the Clerk or inclusion on the next agenda) Nominations to the Henry Smith charity – Elizabeth Andrews was nominated for the Holmbury St Mary area. <i>(Note: R Andrews declared a personal interest in this matter)</i>
15/199	Date of next meeting: Tuesday, 12 April 2016, at 7.30pm at Holmbury St Mary village hall.
15/200	Exclusion of the Public and Press (Public Bodies Admission to meetings Act 1960) – AGREED to exclude the public and press for the following item of business because of the confidential nature of the business to be transacted.
15/201	Peaslake Farm – RECEIVED a position statement by the existing tenant. AGREED that the farmyard only be offered to the existing tenant at a rental of £3,000 per annum pro rata with effect from the date of this meeting.
15/202	Mowing contract – to select a contractor. AGREED that G Rapley be selected as the Council’s contractor for the next three years. <i>(Note: J Hutton declared a personal interest in this matter)</i>
15/203	Human Resources Committee – to receive the draft minutes of the meeting held on 18 February and consider recommendations of that Committee. DEFERRED consideration of this agenda item as the business of that meeting had not yet been completed.