

**MINUTES OF THE SHERE PARISH COUNCIL MEETING  
ON TUESDAY 11<sup>th</sup> OCTOBER 2016 AT  
PEASLAKE VILLAGE HALL, WALKING BOTTOM, PEASLAKE GU5 9RR**

**Present:** Parish Councillors R Davey (Chairman), C Carlisle (Vice-Chairman), R Andrews, C Brooke, P Carter, A Collingwood, J Cross, B Harrap, G Reffoe and R Smith; Surrey County Councillor K Taylor, Borough Councillor D Wright, the Parish Clerk, J Millett, and twenty-one members of the public.

<b>Ref:</b>	<b>Item:</b>
<b>16/108</b>	<b>To accept apologies</b> and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, para 40. Apologies for absence were received from Parish Councillors A Golightly, B Grover and J Hutton.
<b>16/109</b>	<b>Declaration of Disclosable Pecuniary Interests (DPIs) by Councillors</b> on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464). <b>NONE</b> received.
<b>16/110</b>	<b>Register of Interests – to declare any amendments.</b> (Members are reminded that any amendments must also be notified by Councillors in writing to the Monitoring Officer, Guildford Borough Council, Millmead, Guildford. GU2 4BB). <b>NONE</b> received.
<b>16/111</b>	<b>Declaration of gifts or hospitality over £25.</b> 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. <b>NONE</b> received.
	<b>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL</b> A representative of the ‘Save Newlands Corner’ campaign, made a short address asking for the Parish Council’s support in opposing Surrey County Council’s proposal for parking meters at Newlands Corner. K Taylor responded briefly pointing out the extremely challenging budgetary position that the County Council now faced. It was possible that further phases for the Newlands corner project, particularly buildings, might not be carried out. K Taylor also reported that £12,350 had been awarded to Peaslake village hall from the Surrey Community Action grants scheme.
<b>16/112</b>	<b>APPROVED the Minutes of the Council meeting held on 8<sup>th</sup> September 2016</b>
	<b>ITEMS FOR DECISION:</b>
<b>16/113</b>	<b>Accounts for the year 2016/17</b> <b>NOTED</b> that the Responsible Finance Officer, in consultation with the Chairman and Vice-Chairman of the Finance Committee, had undertaken the following tasks and <b>RATIFIED</b> this action: <ul style="list-style-type: none"> <li>• confirmed the scope of the internal audit for 2016/17; approved the internal audit plan setting out proposals for the internal auditor; confirmed that this properly takes account of the corporate risk (i.e. the controls and procedures within the Council which minimise the risk of the Council not being able to function or carry out what it sets out to do)</li> <li>• agreed that the minimum tests proposed in the audit plan, together with the inspections carried out by the Internal Auditor and the Chairman of the Parish Council, were adequate and effective for the Council’s internal audit purposes</li> <li>• confirmed that they had read and understood the Engagement Letter and related terms and conditions, from the Internal Auditor for the</li> </ul>

	year 2016/17 and authorised the Clerk to sign this confirmation.
<b>16/114</b>	<p><b>Finance matters</b></p> <ul style="list-style-type: none"> <li>• <b>APPROVED</b> income totalling £64,889.27 and expenditure totalling £20,799.73 for the month ended September 2016</li> <li>• <b>NOTED</b> bank reconciliations for months ended September 2016</li> <li>• <b>NOTED</b> income and expenditure against budget to end of September 2016</li> <li>• <b>APPROVED</b> and <b>ACCEPTED</b> the annual return, including the external auditor's certificate. (It was suggested that any amendments to returns be countersigned by the Chairman and Vice-Chairman of Finance Committee.)</li> <li>• <b>NOTED</b> that SurreySave had merged to form part of the Surrey and West Sussex Credit Union and would be trading as 'Boom Credit Union'.</li> </ul>
<b>16/115</b>	<p><b>Police Matters</b> – to consider any matters that need to be brought to the attention of the Police. No matters were raised except for lack of local police presence.</p>
<b>16/116</b>	<p><b>Peaslake Farm:</b></p> <ul style="list-style-type: none"> <li>• <b>RECEIVED</b> a report from the meeting on 22 September 2016 on 'next steps'. Regarding the fields, <b>AGREED</b> to seek information on: the costs of fencing and drainage (and on the latter, to have a site visit with the former tenant); the risks of granting a long lease and the possibility and means of securing a restrictive and enduring covenant on the land. It was also <b>AGREED</b> to consider the possibility of off-setting rent over the cost of fencing and drainage over a number years, as suggested by a land agent.</li> <li>• <b>NOTED</b> the date of meeting with Thames Water – 20<sup>th</sup> October 2016</li> <li>• <b>DEFERRED</b> consideration of a request for a barn on Peaslake Farm yard to house a tractor belonging to the Friends of the Hurtwood.</li> </ul>
<b>16/117</b>	<p><b>Calendar of Meetings 2017</b> – to reconsider the calendar, in light of any comments received from Councillors on the first draft.</p> <p><b>AGREED</b> the revised calendar, subject to:</p> <ul style="list-style-type: none"> <li>• Full Council meetings starting at 8pm</li> <li>• Two of the Full Council meetings being held in each of the village halls at Holmbury St Mary, Peaslake and Shere</li> <li>• Planning Committee starting at 7pm when Full Council meets at Tanyard Hall and 6.30pm when Full Council meets at other venues.</li> <li>• The Annual Council meeting being held on Thursday, 4<sup>th</sup> May instead of Thursday 18<sup>th</sup> May.</li> </ul>
<b>16/118</b>	<p><b>General Purposes Committee meeting: 29<sup>th</sup> September 2016</b> –</p> <p><b>RECEIVED</b> the minutes and <b>AGREED</b> that:</p> <ul style="list-style-type: none"> <li>• new blackout blinds for the side and dormer windows to the first floor of Tanyard Hall be purchased from Hilary's Blinds at a cost of £931, excluding VAT (<i>note: grant funding in 2017/18, from Guildford Borough Council, has been requested for half of this cost</i>).</li> </ul> <p>(Local Government Act 1972, s.133)</p> <ul style="list-style-type: none"> <li>• renovation of the Parish Council's existing playground equipment be carried out by Safeplay at a cost of £7,064.63, excluding VAT, subject to the receipt of acceptable references</li> </ul> <p>(Local Government (Miscellaneous Provisions) Act 1976, s.19)</p> <ul style="list-style-type: none"> <li>• an additional access to the existing footpath, across the Skudges, at the foot of Mackies Hill, Peaslake, to link up with the steps to the school field and play area, be constructed by G Rapley, at a cost of £1600, excluding VAT, such cost to be met from Localism funding. (Localism Act 2011)</li> </ul>

16/119	<b>Request for parking restrictions at the corner of Ewhurst Road and Radnor Road, Peaslake</b> – to consider a request from residents of Ewhurst Road to have parking restrictions in that Road. <b>AGREED</b> that the Clerk be requested to ask Guildford Borough Council’s Parking Team to add this project to their list of schemes, which would then be consulted upon and the results reported to the Guildford Local Committee.
16/120	<b>Christmas lights, Peaslake</b> – to consider a request for additional funding. <b>APPROVED</b> the following, the cost to be met from ward funds: <ul style="list-style-type: none"> <li>• for Peaslake, £1,050, for Christmas tree lights, lights for the front of the village hall and path lanterns</li> <li>• for Shere, additional lights for tree in Lower Street, the cost to be sought and agreed by the Clerk, in consultation with the Chairman and Vice-Chairman</li> <li>• for Holmbury, any proposals to be notified to the Clerk.</li> </ul> (Local Government Act 1972, s 139)
16/121	<b>Aircraft noise over the Surrey Hills</b> – to consider recent correspondence. <b>AGREED</b> to write to the local MP to register that, in relation to the recent trial flight path changes at Gatwick, an impact on the Surrey Hills Area of Outstanding Natural Beauty has been felt and the Parish Council is regretful of it.
16/122	<b>Hanging baskets for autumn/winter, Shere</b> – to consider a request for funding, the precise amount to be approved by the Clerk, in consultation with the Chairman and Vice-Chairman of the Finance Committee. <b>AGREED</b> provided the bottoms of the baskets are 6 feet, 6 inches above the pavement and no trailing plants are used.
16/123	<b>Shere and Peaslake Scout Group bonfire night</b> – to consider a request for permission to use Goose Green for the Scout Group’s annual bonfire and firework display on Friday, 4 <sup>th</sup> November 2016. <b>AGREED</b> provided the site is cleared up as quickly as possible, following the bonfire.
16/124	<b>Newlands Corner</b> – to consider objecting to the proposal to put parking charge machines at Newlands Corner. <b>AGREED</b> to write a letter of objection, to include specific points of objection raised by Parish Councillors.
16/125	<b>Councillors’ Business</b> (for noting or including on the agenda for the next meeting) G Reffoe – requested an up-date on traffic calming in Peaslake for the next meeting. J Cross – expressed concerns about the unevenness of the pavement outside Shere surgery and it was suggested that advice and costs be sought from an arboriculturalist. A Collingwood – referred to the poor design of the new footbridge at Gomshall railway station and said that it had not been built to specification; she also reported that Gomshall Mill had won the Best in Bloom competition for the Guildford area R Smith – asked that the Parish Council consider having its meetings recorded – item for next meeting.
16/126	<b>Clerk’s Report</b> (for noting, delegation to the Clerk or inclusion on the next agenda). No items to report.
16/127	<b>Date of next meeting:</b> Thursday 10th November 2016, 7.30pm, Tanyard Hall, Gomshall.

