



SHERE PARISH COUNCIL

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

Joy Millett
Parish Clerk/Finance Officer,
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<http://www.ShereParishCouncil.gov.uk>

Tanyard Hall
30 Station Road
Gomshall
Guildford,
Surrey. GU5 9LF

5th January 2017

All Members of Shere Parish Council are hereby summoned to attend the Shere Parish Council meeting to be held at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF on Thursday 12th January 2017 **at 8.00pm** for the purpose of transacting the business specified on the attached agenda.

Joy Millett
Clerk to the Council



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COUNCIL MEETING
8.00PM ON THURSDAY 19th JANUARY 2017
TANYARD HALL. 30 STATION ROAD, GOMSHALL GU5 9LF
AGENDA

Members of the public welcome – Shere Parish Council would like to accommodate anyone who would like to attend. If for any reason access to the upstairs of Tanyard Hall is difficult, please contact the Clerk on the number above, for alternative arrangements.

Ref:	Item:	Led by:
16/154	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, para 40	JM
16/155	Declaration of Disclosable Pecuniary Interests (DPIs) by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)	All Councillors
16/156	Register of Interests – to declare any amendments. (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).	All Councillors
16/157	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	All Councillors
	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL	
16/158	Approval of the Minutes of the Council meeting held on 10th November 2016	JM
	ITEMS FOR DECISION:	
16/159	Peaslake Farm: <ul style="list-style-type: none"> • To note correspondence with a local resident regarding a report in the parish magazine and advice from the Parish Council’s solicitor and to approve a draft response • To receive a report from a representative of Thames Water, on a technical solution to the problem of surface water getting into the sewage system and its effects on the current pipe configuration. 	RD BH JM/RD

	<ul style="list-style-type: none"> • To note feedback from the contractor regarding the bat survey • To consider further legal advice on the letting of the fields and draft instructions to land agent • To note arrangements for pre-planning application advice • To approve the cost of buying back survey reports from English Rural Housing Association with a view to charging the selected provider for them • To consider the terms of reference of the Peaslake Farm Provider Selection Sub-Committee • to consider a request to explore a 'no build' covenant on the fields at Peaslake Farm. 	<p>JM</p> <p>JM</p> <p>JM/RD</p> <p>RD</p> <p>JM/RD</p> <p>GR</p>
<p>16/160</p>	<p>Finance matters</p> <ul style="list-style-type: none"> • Approval of income and expenditure for the months ended November and December 2016 • To note bank reconciliations for months ended November and December 2016 • To note income and expenditure against budget to end of December 2016 • The Chairman to issue the Precept for 2017/18 subject to Council's final confirmation of the Precept, taking into account the notification of the Band D equivalent figures from Guildford Borough Council and the LCTSS grant and pension fund liability. • Concurrent Functions Grant Aid from Guildford Borough Council – to note the outcome of the Parish Council's bid for funding in 2016/17 and to receive a position report on grants to be claimed from previous years • Parish Audit 2016/17: <ul style="list-style-type: none"> a. The Council to note that an Engagement letter was issued to the Internal Auditor for the year 2016/17 and that his Planning notes have been received. b. The Council to note the internal auditor's report of his interim audit on 29 November 2016 c. The Council to confirm that it has maintained an adequate system of internal control during the current year, including measures designed to prevent and detect fraud and corruption. d. The Council to confirm that it has maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control system and carried out a review of its effectiveness, i.e.: <ol style="list-style-type: none"> 1. the scope of the internal audit has been discussed with the full Council and the internal auditor to ensure that the audit covers all the relevant risk areas: 2. the internal auditor is sufficiently independent of the Council's financial controls and procedures and is unbiased and objective: 3. that the internal auditor has sufficient knowledge 	<p>JM/RD</p> <p>RD</p> <p>JM</p> <p>JM/RD</p>

	<p>to be able to carry out the audit and to give an objective view on whether the financial controls and procedures meet the needs of the Council:</p> <p>4. that the relevant responsibilities of Members, Clerk/RFO and Internal Auditor are defined:</p> <ul style="list-style-type: none"> • To select a provider for the Parish Council's staff pensions • Report of Surrey Pension Fund meeting on 18 November 2016 	<p>JM</p> <p>RD/RA</p>
16/161	Police Matters – to consider any matters that need to be brought to the attention of the Police.	All
16/162	Shere Recreation Ground Association (SRGA) – to consider entering into an agreement for the siting of various pieces of Parish Council equipment on the Recreation Ground.	RD
16/163	Peaslake traffic calming – to receive a report of a site visit on 10 th January 2017	GR
16/164	Sale of parts of the Hurtwood – to consider the Parish Council's position in light of the sale of land at Walking Bottom car park and at Ewhurst Road, Peaslake	RD/JM
16/165	Shere Village Cinema – publicity board – to consider a request to place an A-board on the Pound, in Middle Street, Shere	JM
16/166	Annual Parish Meeting 2017 – to decide on a speaker for the meeting	JM
16/167	Red telephone box, Pursers Lane/Rad Lane, Peaslake – to consider adoption and possible use.	RD/JM
16/168	Traffic speed on Upper Street, Shere – to consider a report	RD
16/169	Footpath by the stream, in Shere – to consider a request from the Wellers Court Property Management Company that the Parish Council seeks to have ownership of the footpath registered in the name of the Council	RD/JM
	ITEMS TO NOTE:	
16/170	Aircraft noise over the Surrey Hills – to note a response from the Civil Aviation Authority	JM
16/171	Request for parking restrictions at the junction of Ewhurst Road, Radnor Road and Peaslake Lane, Peaslake – to note a response from the Borough Council's parking team.	JM
16/172	Councillors' Business (for noting or including on the agenda for the next meeting)	All
16/173	Clerk's Report (for noting, delegation to the Clerk or inclusion on the next agenda)	JM
16/174	Date of next meeting: Tuesday 7th February 2017, 8.00pm, Shere Village Hall, Gomshall Lane, Shere.	JM