



*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  
Thursday 6<sup>th</sup> July 2017  
At Tanyard Hall, 30 Station Road, Gomshall**

Members of the public welcome – Shere Parish Council would like 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.

**MINUTES**

	<b>Present:</b> Councillors B Andrews, C Carlisle, P Carter, B Grover, R Davey and Assistant Clerk S Hoyland
17/GP1	<b>Appointment of Chairman</b> – B Andrews proposed C Carlisle, seconded by R Davey – <b>C Carlisle Appointed</b>
17/GP2	<b>Appointment of Vice Chairman</b> – R Davey proposed B Andrews, seconded by C Carlisle – <b>B Andrews Appointed</b>
17/GP3	<b>Apologies:</b> Councillors G Reffo, C Brooke, A Collingwood, R Smith and J Hutton
17/GP4	<b>Declaration of Disclosable Pecuniary Interests (DPIs)</b> Declarations by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464) - <b>None</b>
17/GP5	<b>Approval of the Minutes</b> of the General Purposes Committee held on 26 <sup>th</sup> April 2017 – <b>Approved and signed as a correct record</b>
17/GP6	<b>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE</b> – <b>No members of the public were present</b>
17/GP7	<b>Finance</b> - to receive a report from the Clerk/Responsible Financial Officer – a short address was made by the Clerk and the Assistant Clerk (Appendices a and b). It was <b>Agreed</b> to approach Guildford Borough Council for a contribution towards the re-build of the Old Fire Station Public Conveniences store room, either directly or through Grant Aid. It was also <b>Noted</b> that Shere Parish Council has pledged up to £5000 for the improvements to the steps at Peaslake Village Store.
	<b>Health and Safety</b>
17/GP8	<b>Amalgamation of Health and Safety Committee with General Purposes Committee</b> – to note revised General Purposes Committee Terms of Reference - <b>Noted</b>
17/GP9	<b>Appointment of portfolio holders &amp; Alternates for Health &amp; Safety</b> – <b>postponed to the next meeting. All other portfolio holders and alternates to stay the same</b>

	<b>Land Property Maintenance:</b> ( <i>Portfolio holder &amp; Alternate – C Carlisle &amp; B Andrews</i> )
17/GP10	<p><b>Good Verge Guide:</b></p> <ul style="list-style-type: none"> <li>• <b>Consideration of adoption</b> – It was <b>Agreed</b> to continue with the arrangements made last year for all of the verges which the Parish Council is responsible for, with the exception of the banks of the stream on Ewhurst Road Peaslake, where the banks will now be strimmed and cuttings removed. In addition it was <b>Agreed</b> that when considering future works to the verges, due regard would be given to the Good Verge Guide.</li> <li>• <b>Ewhurst Road, Peaslake Land &amp; Stream</b> – consideration of the request from owners to return to previous schedule of cutting along the banks of the stream – <b>Agreed</b> to clear out the stream of weeds, cut the banks and revert to the previous maintenance schedule. It was further <b>Agreed</b> to look at the ditches and stream on Peaslake Farm and obtain a quote for maintenance.</li> </ul>
17/GP11	<b>Land by Telephone Box, Station Road, Gomshall</b> – suggestions for improvements – <b>Agreed</b> to strim and clear the bank.
17/GP12	<b>Pond Lane Car Park</b> - consideration of new signage – <b>Agreed</b> a new larger ‘P’ parking sign on the gate of the car park and a new sign for the modified steps of Peaslake Stores when completed.
	<b>Swimming Pool:</b> ( <i>Portfolio holder &amp; Alternate – A Collingwood &amp; J Hutton</i> )
17/GP13	<ul style="list-style-type: none"> <li>• <b>Position Report on the Swimming Pool</b> – by Councillor A Collingwood – the position report was read by the Assistant Clerk (Appendix c). It was <b>Agreed</b> to suggest a meeting with Shere Swimming Pool Club regarding a potential major Grant Application to either the London Marathon or National Lottery for funds towards the pool repairs and changing room refurbishment.</li> <li>• <b>To note - fire in the swimming pool field on 21<sup>st</sup> June 2017</b> – <b>Noted and Agreed</b> new measures for users of Shere Parish Council Land: <ol style="list-style-type: none"> <li>a. Anyone who books to use any area owned/leased to the Parish Council needs to do so via a formal booking system</li> <li>b. Named person in charge with contact details including emergency phone number.</li> <li>c. Receipt of suitable risk assessment.</li> <li>d. Strict guidelines regarding same-day clearance of the site. There may be exceptions, such as the bonfire on Goose Green, but this should be cleared the following day.</li> <li>e. Copy of their insurance cover for the event.</li> </ol> </li> </ul>
	<b>Playground Matters:</b> ( <i>Portfolio holder &amp; Alternate – C Brooke &amp; A Collingwood</i> )
17/GP14	<p><b>Playground Refurbishment</b> – to note an update. The completed playground refurbishment by Safeplay was <b>Noted</b>. The schedule for ongoing works (Appendix d) was <b>Agreed and the following was Recommended to Council for the application of Grant Aid from Guildford Borough Council:</b></p> <ul style="list-style-type: none"> <li>• Two Picnic tables for Holmbury St Mary Play Area - £385.00 ex Vat each plus routing, delivery and fixing kits.</li> <li>• New Slide for Shere Play Area – £2000 - £2500 ex Vat plus delivery and installation</li> </ul>
17/GP15	<p><b>New Equipment for Shere and Holmbury St Mary</b> – update and consideration of quote for moving the fence out at Holmbury St Mary play area, ahead of the installation of the new piece of equipment – It was <b>Noted</b> that the new pieces of equipment in Holmbury St. Mary and Shere should be taking place this summer. <b>Agreed and Recommended to Council</b> to move and extend the fencing in Holmbury St Mary Play area to accommodate the new piece of equipment. £400 - £500 ex Vat (Local Government (Miscellaneous Provisions) Act 1976, s.19) depending on how much of the existing fencing can be re-used.</p>

17/GP16	<b>Dog waste Bin Towerhill Play Area</b> – consideration of cost – <b>Agreed and Recommended to Council</b> To install and have emptied a dog waste bin for Towerhill Play Area by Guildford Borough Council - £300 for installation and £300 per annum for emptying for a one year trial. (Clean Neighbourhoods and Environments Act 2005, s.19, s.30, part 6)
17/GP17	<b>Goose Green</b> – consideration of the request to use Goose Green by Albury Football Club – <b>Agreed</b> in principal. A meeting to be arranged to discuss requirements and potential contract.
	<b>Localism Funding for Local Highway Work &amp; Highways Issues:</b> ( <i>Portfolio holder &amp; Alternate – P Carter &amp; G Reffo</i> )
17/GP18	<b>Highway Localism Funding:</b> <ul style="list-style-type: none"> <li>To note a funding update from Surrey County Council – <b>Noted and Agreed</b> to help with works, where a shortfall in Surrey County Council funding is causing difficulties and subject to the approval from Surrey Highways.</li> <li>To consider a list of issues to be presented to Highways at a site meeting in September and to place them in order of priority – <b>Agreed</b> to forward the list of works to Highways for their consideration within their budgetary constraints.</li> </ul>
17/GP19	<b>Rights of Way Maintenance</b> – to note update regarding funding restrictions – <b>Noted</b> that the Countryside Access Team budget was reduced to approximately £100,000 this financial year and will present significant challenges in meeting statutory duties, ensuring public safety and keeping path open. <b>Agreed</b> to invite them to do a talk on how to encourage more volunteering and support from the community.
17/GP20	<b>London Lane</b> – consideration of quotes for a survey and associated drawings for a purpose built catchpit to prevent flooding and debris in Shere - <b>Agreed and Recommended to Council</b> site survey and design for a proposed Catch Pit. Donbass Limited £1000 ex Vat (Highways Act 1980, ss.43, 50)
17/GP21	<b>Mackies Hill, Peaslake</b> – update on the purchase of new chevrons - <b>Agreed and Recommended to Council:</b> <ul style="list-style-type: none"> <li>Replacement of 2 Chevrons, Mackies Hill, Peaslake £185 each ex Vat (Road Traffic Regulation Act 1984, s.72)</li> <li>Provision of new road hatchings by Pond Lane and the centre of Peaslake £200 - £250 (Localism Act 2011)</li> </ul>
17/GP22	<b>Sandbag stores</b> – consideration of the quote for 2 new stores - <b>Agreed and Recommended to Council</b> to construct and site 2 sandbag stores for Pursers Lane, Peaslake and Tanyard Hall, Shere at a cost of £230 ex Vat per store (Highways Act 1980, ss.43, 50)
	<b>Other:</b>
17/GP23	<b>Clerk's Report</b> (for noting, delegation to the Clerk or inclusion on the next agenda) The following was <b>Noted:</b> <ul style="list-style-type: none"> <li><b>Old Fire Station:</b> Internal Re-decoration has taken place. An internal window has been smashed, repair is being arranged Storeroom re-build – A Listed Building application has been made to Guildford Borough Council</li> <li>A thank you from Shere Village Hall was received, for improving the hardstanding for the bins behind the Shere Village Nursery.</li> <li>Section 106 monies money for Gomshall - <b>£648.45</b> remaining - A new bench for Towerhill Play Area has been ordered at a cost of <b>£669.00</b></li> <li>RoSPA are carrying out the Play Area Inspections during July</li> <li><b>Land and Tree Inspections</b> – 3 reports are still outstanding. When all have been received, the information will be collated &amp; works will be carried out.</li> <li><b>Tanyard Hall Contract for Parking</b> – update. 2 contracts have been received and monies paid – <b>Agreed to Recommend to Council</b> legal action to stop persistent illegal parking in Tanyard Hall Car Park.</li> </ul>

17/GP24	<p><b>Councillors' Business</b> (for noting or including on the agenda for the next meeting)</p> <ul style="list-style-type: none"> <li>• Councillor B Andrews suggested that Holmbury Wolves should take over the lease of Holmbury St Mary Football Pitch and Pavilion, rather than Holmbury Football Club when the lease comes up for renewal on the 1<sup>st</sup> November 2017.</li> <li>• Councillor R Davey requested that the Parish Council cleared the path from Pathfields, Shere into the woods, as it is very overgrown with nettles. Councillors B Andrews also added, could the Parish Council clear the path from Holmbury Hill Road to the back of the Church – <b>Agreed</b></li> <li>• <b>Councillor P Carter</b> – requested that Shere Parish Council asks Surrey Highways to look at and repair the path from the Old Surgery on Peaslake Lane to the corner of Mackie's Hill - <b>Agreed</b></li> <li>• <b>Councillor B Grover</b> – suggested replacement of the bench outside Shere Village Hall - <b>Agreed to Recommend to Council £800 - £1500</b></li> </ul>
17/GP25	<p><b>Date of next meeting:</b> Tuesday 17<sup>th</sup> October 2017 7.30pm Tanyard Hall, 30 Station Road, Gomshall GU5 9LF – <b>Agreed</b> to suggest some alternative dates, due to difficulties with the proposed date by some councillors.</p>