



*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
Gomshall
Guildford
Surrey. GU5 9LF

**General Purposes Committee meeting
11.30am 18th January 2018
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.

In the event of a fire, please evacuate the building immediately in a calm and orderly manner and gather at the muster point in the car park furthest from the road and hall. Call the fire brigade, the postcode for the hall is GU5 9LF

MINUTES

	Present: Councillors Carlisle (Chairman) G Reffo, B Grover, R Davey, Clerk/Responsible Finance Officer J Millett (for item 17/GP45) and Assistant Clerk S Hoyland
17/GP41	Apologies: Councillors P Carter, B Andrews, C Brooke, R Smith and A Collingwood
17/GP42	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
17/GP43	Approval of the Minutes of the General Purposes Committee held on 17 th October 2017 – Approved and Signed as a Correct Record
17/GP44	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE – No members of the public present
17/GP45	Finance - to receive a report from the Clerk/Responsible Financial Officer – A short address was made by the Clerk/Responsible Financial Officer . It was Noted that the budget for Parish Maintenance had been exceeded. The budget has been increased to £20, 000 for the next financial year. For the current financial year Agreed and Recommended to Council to vire (i.e. transfer) £5,000 from Play Areas – Repair and Replace to Parish Maintenance
	Health and Safety
17/GP46	Risk Assessments – annual consideration of risk assessments for recommendation to council – Recommended to Council subject to the following amendments: <ul style="list-style-type: none"> • Under Governance and Management item No.9 – ‘Failure to provide proper timely and accurate reporting of Council business in the minutes’ the Control Action should be changed to include a 10 working day timeframe for publishing minutes • A new potential risk topic of ‘Cyber Security’ to be added following advice from the Parish Council’s computer expert • To note that changes in Data Protection should be reflected in the risk assessments after the Clerk has received the appropriate training

	Land Property Maintenance: (<i>Portfolio holder & Alternate – C Carlisle & B Andrews</i>)
17/GP47	<p>Corner of Goose Green and A25, Shere Parish Land</p> <ul style="list-style-type: none"> • Formulate plan for improvements to the area – Agreed Councillor C Brook volunteered to look into improvements. Assistant Clerk to approach British Telecoms for maintenance and repainting of the telephone box. • To note update on maintenance of the River Tillingbourne through Gomshall – Noted that Shere Parish Council has an Flood Risk Activity Exemption and that the contractor has been instructed to clear the over growth of vegetation from the stream near the bridge
17/GP48	Goose Green Pavilion and storage – consideration of renewal of leases – Agreed site meeting with Councillors R Davey, C Carlisle and representative of the Scout Association to discuss the use of the Pavilion
17/GP49	Old Fire Station Public Conveniences – Consideration of a re-fresh of the flower beds, possible additional bench suggested by Shere Open Gardens and a site meeting with a member of the Committee and Assistant Clerk – Agreed site visit with a member of Shere Open Gardens Committee and Councillors B Grover and C Brooke. Assistant Clerk to look into the cost of upgrading the hand dryers and soap dispensers.
17/GP50	Tanyard Hall Car Park – Consideration of request by Highways to carry out drainage works across Tanyard Hall Carpark – Agreed in principle to recommend to Council subject to re-surfacing of the whole carpark and confirmation of how Surrey County Council proposes to manage the risk of flooding to Tanyard Hall.
	Swimming Pool: (<i>Portfolio holder & Alternate – A Collingwood & J Hutton</i>)
17/GP51	Swimming Pool - To note that a meeting has been arranged for the 19 th January with a representative of the Swimming Pool Committee to discuss an application to the London Marathon Trust to fund repairs to the swimming pool. Also, urgent discussions with the Committee are being sought concerning various issues in relation to the existing condition of the pool – Noted that the meeting on the 19th January is also to review Health and Safety. The Chairman requested that minutes of the meeting are circulated to the General Purposes Committee as soon as possible.
	Playground Matters: (<i>Portfolio holder & Alternate – C Brooke & A Collingwood</i>)
17/GP52	None at present
	Localism Funding for Local Highway Work & Highways Issues: (<i>Portfolio holder & Alternate – P Carter & G Reffo</i>)
17/GP53	<p>Highway Issues for Consideration:</p> <ul style="list-style-type: none"> • Area from Old School Room towards Walking Bottom, bank erosion – Agreed to request a site meeting with Surrey County Council • Radnor Road drainage Channels – the use of Parish Council funds to clear the channels, as no action taken by Surrey Highways – Agreed to instruct Shere Parish Council’s Contractor • Pitland Street, Holmbury St Mary concrete bollard – a request from Surrey County Council for the Parish Council to repair/replace the bollard and consideration of the repairs of Well Wall wooden bollard, Middle Street, Shere and Peaslake Centre Bus stop wooden bollard – Agreed Peaslake and Shere bollards to be repaired by the Council’s Contractor and a quote to be obtained for the bollard in Holmbury St Mary. • Farney Lane, Peaslake – to note update on works to improve pedestrian access across the lane – Noted that the Parish Council’s contractor has been instructed to attempt to clear the mud and debris
	Other:
17/GP54	Seats for the Elderly Rectory Lane – consideration of a request from a resident for a bench at the top, bottom or both areas of Rectory Lane, financed by the resident – Agreed to request permission from Surrey County Council for a bench at the top

	of Rectory Lane, routed Shere Parish Council with a plaque showing the benefactor.
17/GP55	Request for Memorial Bench, public footpath off Hook Lane Shere – consideration of request. Agreed in principle subject to confirmation of ownership of the land and existing bench.
17/GP56	<p>Clerk’s Report (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <ul style="list-style-type: none"> • Old Fire Station Public Conveniences Storeroom – All permissions have been received, the Contractor has confirmed that he can begin the work at the beginning of March • London Lane Catchpit – will go into production late January, delivery mid to late February. Shere Parish Council contractor has been requested to begin the groundworks when appropriate • Volunteer Path Warden Scheme – 7 people have come forward and their details have been forwarded to John Baker at Surrey County Council who will be arranging some training for the end of March/early April – Agreed to ask the volunteers to report any problems that they see • Shere School approached us regarding enlarging a shed on the strip of land between the pool changing rooms and the school – the office confirmed that this was not part of the land leased from Shere Manor Estate. The school also mentioned that the fence along the boundary of the Year 1 classroom and the Swimming Pool Field was in need of repair and a site meeting is being arranged. • Church Lane Bridge, Holmbury St Mary – the barrier of the bridge has been made more substantial and vegetation opposite the bridge will be cut back regularly to maintain a good width • Holmbury St Mary Village Hall – has been reported to be very slippery, Councillor B Andrews has requested a site visit with our contractor to discuss options and to report back to the Council • Holmbury St Mary Football Pavilion storage area – quotes are being sought for repairs to the roof and extension • Gomshall Lane, Shere – Shere Parish Council contractor has been instructed to clear the path outside the surgery and school of leaves and debris • Barrier on footpath from Plaws Hill to Holmbury Hill – Shere Parish Contractor instructed to repair the barrier and to replace the ‘no cycling’ sign on the barrier at the further end of the path
17/GP57	<p>Councillors’ Business (for noting or including on the agenda for the next meeting)</p> <p>Councillor G Reffo:</p> <ul style="list-style-type: none"> • The bank known as the Skudges opposite Dance-A-Ramix on Pursers Lane need cutting back from the path again • Hedges along Pursers Lane from Lenten Close to Jesses Lane need cutting back • Peaslake village centre drains are 75% to 80% full and require digging out <p>Councillor R Davey reported that works to create more car park spaces by the Shere Recreation Ground Association (SRGA) have taken place. More information will hopefully be available after the next SRGA Committee meeting.</p> <p>Councillor C Carlisle – requested an update on the Holmbury St Mary Community Traffic Proposal</p>
17/GP58	Date of next meeting: Wednesday 2 nd May 2018 11.30am Tanyard Hall, 30 Station Road, Gomshall GU5 9LF