

COUNCIL MEETING
8.00PM ON TUESDAY, 4th JUNE 2019
 Shere Village Hall, Gomshall Lane, Shere GU5 9HE
MINUTES

Ref:	Item:	Led by:
	Present – Councillors R Davey (Chairman), J Cross, C Carlisle, B Harrap, A Case, P Carter, G Reffo, M Taylor-Cotter, B Andrews, R Smith and C Brooke. Surrey County Council (SCC) Councillor K Taylor and Guildford Borough Councillor D Jones. One member of the public. S Hoyland Clerk	
19/44	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 – Guildford Mayor R Billington and Councillors J Hutton and B Grover	Clerk
19/45	Declaration of Personal or Prejudicial Interests Declarations by Councillors on any of the agenda items below – Councillor C Carlisle declared an interest in item 19/64 Boom Credit Union	Chairman
19/46	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 – None	Chairman
19/47	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL – No public addressed the Council	
19/48	Approval of the Minutes of the Council meeting held on the 14th May 2019 – Approved and Signed as a Correct Record	Clerk
	ITEMS FOR DECISION:	
19/49	Finance matters <ul style="list-style-type: none"> • Approved income of £66,463.50 and expenditure of £15987.02 for the month ended April and income of £10,556.51 and expenditure of £9,797.80 for the month ended May 2019 (Appendixes 1 & 2) • Noted bank reconciliations and statement balances for months ended April and May 2019 (Appendixes 3 & 4) • Noted income and expenditure against budget and earmarked reserves to end of May 2019 (Appendixes 5 & 6) • Noted VAT expenditure for April and May 2019 (Appendixes 7 & 8) • To consider the Unity Trust Bank instead of Barclays for the additional account, as recommended by the Internal Auditor - Agreed • To ask for a volunteer for the Finance Committee to fill the vacancy available – the committee remained at seven members with one vacancy 	RFO/RD
19/50	Accounts for the year 2018/19 Congratulations and thanks were given to the Clerk for the hard work and very good internal audit report. <ol style="list-style-type: none"> a) Internal Audit carried out 23rd May 2019. Received and Approved the Internal Auditors Report b) Reviewed the effectiveness of the Council's Internal control including management of risk c) Received and Approved the annual accounts 2018/19 d) Annual Return, Annual Governance Statement 2018/19 (Section 1) – Approved and Signed at the meeting (by the Chairman and Clerk) e) Annual Return, Accounting Statements 2018/19 (Section 2) – Approved and Signed at the meeting (by the Chairman and Clerk) f) Noted the VAT return for months 7-12 (October 2018-March 2019) and confirmed that the refund had been received 	RFO/RD
19/51	Surrey Minerals and Waste Plans – invitation to comment on the revised statement of Community Involvement - A short address was given by SCC Councillor K Taylor who explained that it was an invitation to comment on the consultation process regarding	

	the revision of the waste plans. Councillor C Brooke volunteered to review the documentation and liaise with the Clerk	
19/52	Environmental Policy – to consider adopting proposed policy – Thanks were given to Councillor C Brooke for drafting the policy - Adopted	CB
19/53	Tanyard Hall Car Park - to note receipt of the report regarding contaminates and to consider any ongoing precautions – Thanks were given to Councillor B Harrap for producing a document explaining the contaminates report. Agreed to send the report to the Environment Agency and explain that the contaminated land adjacent to the River Tillingbourne has been disturbed and ask if there are any concerns. The contaminated land in the car park will be considered and taken into account if any works are ever proposed in the future by the Council or any other party.	
19/54	Ginger Huts – to receive and consider report regarding the request for land, for a local special need’s glamping and work-skills project for disability accessible yurt holidays and work-skill programme for adults with learning difficulties – Councillor A Case attempted to contact Ginger Huts for further information but was unable to get a response. Agreed to write to them and explain that the Council does not have the land with the facilities they require.	AC
19/55	Holmbury St Mary car park – to consider request to use it as parking for a wedding reception – Agreed subject to: <ul style="list-style-type: none"> • a few spaces being left available for the public • access to the public footpath across the car park must remain open • Signs are erected a week or two before the date to explain an event is taking place 	Clerk
19/56	Weathervane competition – to consider the proposal for running a competition for Parish under 16s, to design a weathervane for the top of the new flats on the Peaslake Farm Development – Agreed with prizes for each age group and the best entry will be considered for installation on the development	
19/57	Police Matters - to consider any matters that need to be brought to the attention of the Police – None	All
	ITEMS TO NOTE:	
19/58	Local Committee – outcome of Parish proposals. It was confirmed the two proposals were put forward by Shere Parish Council: <ol style="list-style-type: none"> 1. Queen Street, Gomshall virtual footpath – did not make it on to the SCC running list this financial year. The approximate cost is £15,000 2. Holmbury St Mary (HSM) Traffic Proposal – did not make it on to the running list this financial year but is very likely that it will be included in next year’s programme, funding permitted <p>SCC Councillor K Taylor addressed the Council and explained 50 schemes were proposed and 16 will go ahead. They had all been assessed and scored using the agreed methodology, including aspects such as accidents and number of people it will benefit. Agreed the Clerk will ask SCC for an approximate cost of the HSM Traffic Proposal using the SCC approved contractor and to view the report/proposal which went to the local committee. Consideration will be given to a contribution to the cost by Shere Parish Council to both the proposals.</p> <p>It was Noted that a site meeting is taking place shortly with local residents in Holmbury St Mary, regarding the traffic problems on Horsham Road, as you enter the village from the Abinger direction</p>	Clerk
19/59	Cycling & Walking Investment Strategy: Safety Review – Noted response to the Council’s letter regarding Cycling and proposed legislative changes. The following was Agreed : <ul style="list-style-type: none"> • a copy of the response will be sent to resident who originally brought it to our attention • to request that the Parish Council is informed when the Highway Code has been reviewed, with regards to the guidance on dealing with cyclists and pedestrians, as the Council would like to respond. 	Clerk

	<ul style="list-style-type: none"> To install some signs around the Parish asking for cyclists to be considerate to drivers and ride single file on the narrow roads – Councillor A Case volunteered to suggest appropriate wording 	
19/60	<p>Clerk's Report (for noting, delegation to the Clerk or inclusion on the next agenda) Noted a thanks from Mayor R Billington for the Council's good wishes Noted that the proposal for a new bridleway Bridge on Shere Heath to avoid the public using the existing crossing to the South West (Parklands), is being further considered by The Countryside access team.</p>	Clerk
19/61	<p>Councillors' Business (for noting or including on the agenda for the next meeting)</p> <ul style="list-style-type: none"> Councillor C Brooke reported that there have been complaints over the speed of traffic on Rectory Lane and through the Ford, in particular motorbikes. Agreed to arrange a Shere Traffic Meeting and to distribute the report on the last traffic census (carried out by SCC) to Councillors, to review vehicle movement through Shere. It was reported by Councillor J Cross that SCC refused a permit for filming in Shere before 9.30am due to heavy traffic – Agreed to ask the location manager for evidence of this. Councillor R Smith: <ol style="list-style-type: none"> reported that some floodlights (fixed electric cabling in a public place) had been installed on the Council's manorial waste by an adjoining landowner – details will be passed to the Clerk. Noted that the baby changing sign in Shere Hall was gender specific, yet the facilities were in the disabled toilets and could be misleading. Agreed to pass his comments to Shere Village Hall Management Councillor B Andrews requested to assess the Speed Watch Equipment. It was Noted that Shere Parish Council would lose certification for the Upper Street speed watch location, if a speed watch session did not take place soon. Councillor A Case requested speed watch training from the police. Councillor M Taylor-Cotter noted that in hindsight it may have been a good idea to ask the utility company carrying out extensive works on Queen Street, Gomshall to contribute to the proposed 'virtual walkway' Councillor G Reffo: <ol style="list-style-type: none"> Requested an update from SCC Councillor K Taylor regarding repair/resurfacing of Mackies Hill, Peaslake, who replied that he will follow it up Appreciated that the Clerk was chasing Thames Water for a reply to the report sent to them regarding the pumping station at Pursers Lane but is disappointed that no reply has been received. Agreed to send it again and copy in the County and Borough Councillors Thanked the Council and office for the Blue Table Hire Policy Reported that a West Horsley Parish Councillor had said that anymore development in West Horsley would put undue pressure on the sewage drainage system – Agreed to talk to West Horsley Parish Council to see where this had come from and to see if it could be applied to Peaslake. West Horsley was reported seeing inconsistencies in planning decisions and Councillor Reffo asked if Shere had seen the same and should there be some closer work with neighbouring parishes to deal with shared concerns. The Clerk reported that she attended the Parish Liaison Meetings at GBC twice yearly and was in regular contact with neighbouring clerks. Councillor R Davey <ol style="list-style-type: none"> Reported that he had received a letter from Sir Paul Beresford MP regarding the Guildford Local Plan. Sir Paul Beresford was asking for support to a 'Local Plan Revision' by motion to full council to reverse the decision to remove the Horsley Villages and Wisely from the Green Belt. Agreed to support the 'local Plan Revision' and that in light of the changes in Guildford during the long period of preparing the Local Plan and in the way that the Local plan was rushed through in the Purdah 	All

	<p>period before the elections, the Council supports a full judicial review. Agreed to copy in neighbouring parishes and in particular the Horsley Parish Councils, explaining that we are supportive and to let us know if Shere Parish Council can help.</p> <p>2. Reported that he (R Davey) had written the Annual Report and the draft layout had been done by the Clerk. Agreed it would be sent to Councillors for any comments before sending to the printers</p>	
19/62	Date of next meeting: 8pm Tuesday 2nd July 2019, Peaslake Village Hall, Walking Bottom, Peaslake GU5 9RR	Clerk
19/63	Exclusion of the Public and Press (Public Bodies Admission to meetings Act 1960) – Excluded the public and press for the following item of business because of the confidential nature of the business to be transacted.	
19/64	Boom Credit Union – to receive a financial report on Boom and to consider increasing the funds the Council holds there – Agreed to increase funds held in Boom by £10,000	CC
19/65	Shere Swimming Pool – to consider draft Heads of Terms for the new lease between Shere Parish Council and Shere Manor Estate - Consideration of the Heads of Term still ongoing.	
19/66	<p>Peaslake Farm Subsidised Housing:</p> <ul style="list-style-type: none"> • To consider revised draft lease • To consider the draft contract <p>It was Noted that the final communications between both parties' solicitors were taking place and the completed documents should be available for approval shortly</p>	RD