



SHERE PARISH COUNCIL

*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

30th October 2019

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 Tuesday 5th November 2019 at 8pm** for the purpose of transacting the business specified on the agenda below.

DocuSigned by:

Suzanne Hoyland

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COUNCIL MEETING

8.00PM ON TUESDAY, 5th NOVEMBER 2019

Tanyard Hall, 30 Station Road, Gomshall GU5 9LF

AGENDA

| Ref: | Item: | Led by: |
|--------|---|----------|
| 19/138 | To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 | Clerk |
| 19/139 | Declaration of Disclosable Pecuniary Interests (DPIs) Declarations by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464) | Chairman |
| 19/140 | 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 | Chairman |
| 19/141 | SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL | |
| 19/142 | Approval of the Minutes of the Council meeting held on the 3rd October 2019 | Clerk |
| 19/143 | A25 Traffic Scheme – Short presentation from the Road Safety & Active Travel Team Manager Surrey County Council on the proposed scheme for the A25 | |
| | ITEMS FOR DECISION: | |
| 19/144 | Finance matters <ul style="list-style-type: none"> • Approval of income and expenditure for the month ended October 2019 (Appendix 1) • To note bank reconciliations and statement balances for month ended October 2019 (Appendix 2) • To note income and expenditure against budget and earmarked for month ended October 2019 (Appendix 3) • To note VAT expenditure for October 2019 (Appendix 4) | RFO/RD |
| 19/145 | Internal Audit Report 2019/20 <ul style="list-style-type: none"> • Council to receive the internal auditor's report (Appendix 5) of the interim audit conducted on 24th September 2019; Overall findings <i>'it is our opinion that the systems and internal procedures at Shere Parish Council are well established and followed. The clerk is experienced and ensures the council follows best practice regulations. It is clear the council takes governance, policies and procedures very seriously and I am pleased to report that overall the systems and procedures you have in place are fit for purpose.'</i> | RFO/RD |

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| | <ul style="list-style-type: none"> • To consider the following recommendations from the report: <ol style="list-style-type: none"> a) Councillors recommended to adopt a council email address such as cllr.name@shereparishcouncil.gov.uk b) Review the Financial Regulations in particular the regulation for purchasing items £1,000 - £8,000 and consider adoption of the new NALC Model Financial Regulations 2019 c) Review level on insurance for some assets such as planters at the next renewal d) Review level of general reserves and consider the need to increase the precept in line with inflation to prevent the need to increase the precept by larger percentages to cover costs in the future | |
| 19/146 | Finance Meeting 17th October 2019 – to receive minutes and consider the following recommendations: <ul style="list-style-type: none"> • adoption of the of the draft budget 2020/21 (appendix 6) • the precept for 2020/21 be set at £129,852 (Appendix 7) representing an approximate increase (depending on the final tax base) of £4.83 per year for a Band D property, which represents an extra 9p per week. To Note that the 2020/21 level of £65.28 for a Band D property is still below the average for Surrey and Sussex. | RFO/Finance Committee |
| 19/147 | Broadband for Surrey Hills (B4SH) - to consider making a donation | PC |
| 19/148 | 'A' Board Policy – to review policy and consider any amendments | |
| 19/149 | Peaslake Footpath – to consider letter regarding blocked footpath | All |
| 19/150 | Pursers Lane Pumping Station – to consider amended plan and suggestion by local expert | GR/PC |
| 19/151 | Annual Parish Meeting May 2020 – to consider an offer of a 30-minute presentation on Climate Change from Guildford Environmental Forum. | Clerk |
| 19/152 | Belmont School - to consider the following requests: <ul style="list-style-type: none"> • Advertising Banner on A25 • Listing on website | Clerk |
| 19/153 | Community Ideas for Section 106 Negotiations – to consider any ideas for submission | All |
| 19/154 | Drop-in Mornings Tanyard Hall – to consider starting two drop-in mornings a week and to coordinate the services available around the parish for the elderly and lonely (linking in with item 19/162) | RD/GR/Clerk |
| 19/155 | Police Matters - to consider any matters that need to be brought to the attention of the Police | All |
| | ITEMS TO NOTE: | |
| 19/156 | Shere Pool - to note update on the Pool leases, works to be carried out and report from Shere Swimming Pool Club AGM | |
| 19/157 | Holmbury St Mary Pitch and Pavilion – To note update | BA |
| 19/158 | Litter picking event – to Note Staff at Ogilvy carried out litter picking in Shere on the 22 nd October 2019 using equipment from the Council. It was a great success and they are holding onto the equipment, to carry out further litter picking events in the future around the Parish. | Clerk |
| 19/159 | Clerk's Report (for noting, delegation to the Clerk or inclusion on the next agenda) | Clerk |
| 19/160 | Councillors' Business (for noting or including on the agenda for the next meeting) | All |
| 19/161 | Date of next meeting: 8pm Wednesday 8 th January 2020, Tanyard Hall, 30 Station Road, Gomshall GU5 9LF | Clerk |
| 19/162 | Exclusion of the Public and Press (Public Bodies Admission to meetings Act 1960) – to exclude the public and press for the following item of business because of the confidential nature of the business to be transacted. | |
| 19/163 | Appointment of Assistant to the Parish Clerk - to receive a report on recent interviews and to consider two appointments; Position 1 - Assistant to the Clerk and Position 2 - Drop-in Coordinator and Parish Administration, as per the confidential appendices. | Clerk/RD/GR |
| 19/164 | Peaslake Farm Legal Work – to Note update and consider any remaining issues | RD/Clerk |