

**COUNCIL MEETING**  
**8.00PM ON TUESDAY, 4<sup>th</sup> FEBRUARY 2020**

Shere Village Hall, Gomshall Lane, Shere

**MINUTES**

Ref:	Item:	Led by:
	<b>Present</b> - Councillors R Davey (Chairman), C Carlisle, R Smith, B Harrap, P Carter, B Andrews, M Taylor-Cotter, J Hutton, G Reffo, J Cross and B Grover. Surrey County Council (SCC) Councillor K Taylor. Clerk & RFO S Hoyland and one member of the public	
19/188	<b>To accept apologies</b> and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 – <b>Councillors C Brooke, A Case and Guildford Borough Council (GBC) Councillor D Jones</b>	Clerk
19/189	<b>Declaration of Disclosable Pecuniary Interests (DPIs)</b> 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) – <b>Councillor M Taylor-Cotter declared an interest in item 19/201 Shere swimming Pool repairs</b>	Chairman
19/190	<b>Declaration of gifts or hospitality over £25.</b> 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 – <b>None</b>	Chairman
19/191	<b>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL</b> A short address was given by SCC Councillor K Taylor regarding the proposed double yellow lines (DYLS) in Shere. Following the public consultation Councillor Taylor with the support of the Parish Council will be recommending the installation of the proposed DYLS on Shere Lane/Sandy Lane and the small extension to the lines on Lower Street junction with Orchard road. With regards to the area in the centre of Shere - Middle Street/Lower Street junction, council delegated to North ward Councillors (and Clerk) to forward their decision to support or not to support the installation of DYLS to Councillor Taylor within the following two days. Councillor R Davey <b>Noted</b> that although these areas are important there are other areas in Shere now needing urgent address i.e. Upper Street, Shere where excessive parking on the pavement is endangering pedestrians, preventing buses from getting through and causing gridlock. It was reported that the Police are being asked to stop and issue tickets for illegal parking when appropriate.	
19/192	<b>Approval of the Minutes of the Council meeting held on the 8<sup>th</sup> January 2020 – Approved and Signed as a Correct Record</b>	Clerk
	<b>ITEMS FOR DECISION:</b>	
19/193	<b>Finance matters</b> <ul style="list-style-type: none"> <li>• <b>Approved</b> income of <b>£1,292.94</b> and expenditure of <b>£14,530.02</b> for the month ended January 2020 (Appendix 1)</li> <li>• <b>Noted</b> bank reconciliations and statement balances for the month ended January 2020 (Appendix 2)</li> <li>• <b>Noted</b> income and expenditure against budget and earmarked reserves for the month ended January 2020 (Appendix 3)</li> <li>• <b>Noted</b> VAT expenditure for January 2020 (Appendix 4)</li> <li>• Financial Regulations – to consider adopting new NALC Model Financial Regulations 2019 (amended for Shere Parish council) – <b>Agreed and Adopted</b></li> <li>• To remove R Davey as signatory on the accounts and ask for volunteer as replacement, as per financial regulations – <b>Agreed, Councillor J Cross as new signatory</b></li> <li>• Peaslake Farm – <b>Approved</b> invoice for legal work completed January 2020</li> </ul>	RFO/RD
19/194	<b>Strengthening police powers to tackle unauthorised encampments</b> – to agree reply to the NALC consultation, formulated from replies received from councillors – <b>As there was no clear uniform/majority view from councillors' responses, it was Agreed that no response would be made to the NALC Consultation and that they would be informed accordingly.</b>	All
19/195	<b>Drop-in Mornings Tanyard Hall – Received</b> report and considered the following: <ul style="list-style-type: none"> <li>• New advert for parish magazine - <b>Agreed</b></li> </ul>	RD/Clerk

	<ul style="list-style-type: none"> <li>To consider a virement of funds from ward funds to Drop-in centre or to continue to use general reserves – <b>Agreed to continue using reserves until the next budget setting.</b></li> <li>20 Cushions for chairs £130.00 (Local Government (Miscellaneous Provisions) Act 1976 s.19) - <b>Agreed</b></li> <li>To consider use of a laptop by attendees – <b>Agreed use of the spare unused library laptop</b></li> </ul> <p>It was further <b>Agreed</b> to continue to encourage people of all ages to attend as requested by a member of the public, look into dementia training and the cost of providing occasional hot meals.</p>	
19/196	<p><b>General Purposes Committee – Received</b> minutes and considered the following recommendations</p> <ul style="list-style-type: none"> <li><b>Agreed and Adopted</b> reviewed Risk Management Policy and Risk Register. It was further <b>Agreed</b> to review fire safety precautions for downstairs at Tanyard Hall as now used as Drop-in Centre.</li> <li>Tanyard Hall Garden improvements £1450.00 Ex VAT from North Ward Funds (Public Health Act 1875, s.164) – <b>Agreed</b> and tree to removed before nesting season</li> <li><b>Agreed</b> to maintain the car park at Goose Green (Road Traffic Regulation Act 1984, ss.57, 63) subject to the approval of the Scout Association</li> </ul>	CC/Clerk
19/197	<p><b>Land Leases with Shere Manor Estate:</b></p> <ul style="list-style-type: none"> <li><b>Noted</b> increase in rent for lease described as Shere Misc. 1 (Old Fire Station etc.) from £56 pa to £100 pa</li> <li>to consider beginning the process of formal lease renewal for Goose Green play area and Land at Tower Hill including the requested negotiation of rent increases - <b>Agreed</b></li> <li>to consider the request for an increase in rent for Shere Misc. 2 (War Memorial, Pound, Shere Square, Pool field, River bank) from £25 pa to £100 pa (no provision for increase in lease) – <b>Agreed</b></li> </ul>	
19/198	<p><b>Nextdoor</b> – to consider using this medium for dispersing information to a wider audience – <b>Agreed</b> to use the social networking service for neighbourhoods and to include links to Council website</p>	
19/199	<p><b>Police Matters</b> - to consider any matters that need to be brought to the attention of the Police – Councillor C Carlisle reported a break-in at his property where equipment to the value of £6,000 - £7,000 was removed from a shed. Police and forensics had been in attendance. Responses from the social networking service for neighbourhoods – Nextdoor, revealed other break-ins and a suspicious person. Other Councillors reported a spurt of break-in in Hook Lane, Shere and Farley Green and SCC Councillor reported that Albury Parish Council had a similar report. Councillor G Reffo reported that it was thought that vans were used to steal plant material and then left for a period of time in a public place to see if any of the equipment had trackers, she asked that members of the public are vigilant and report any seemingly abandoned vehicles.</p>	All
	<p><b>ITEMS TO NOTE:</b></p>	
19/200	<p><b>Byways Working group Meeting</b> – A short report was given by Councillor B Harrap. It was reported that there were little funds for maintenance and that signs for the byways were expensive to replace. Five police officers were present from different policing areas and explained that Illegal off-road activity and fly tipping should be reported to the police on 101; reports were needed to carry out investigations. Users have reported that 101 is hard to get through to. The Forestry Commission and Hampshire Police reported that they had a WhatsApp group to inform landowners of illegal activity quickly. Other police forces are less inclined to use this medium. Council agreed that reporting of instances needed to be easier and <b>Agreed</b> to contact Guildford Borough Council Councillor D Jones for assistance. Fly tipping officer is having a publicity event in the autumn highlighting that the householder is responsible for the disposable of waste and if personal details are found in the dumped material the householder will be fined. <b>Agreed</b> that this will be reported on Facebook, Nextdoor and in the parish magazine.</p>	BH

19/201	<p><b>Shere swimming Pool repairs – Received update.</b> It was <b>Noted</b> that the pool path will require repair after the works to the pool have been completed – <b>Agreed</b> Councillor J Hutton to look into possible repairs/replacement and all councillors to report any suggestions back to the office. Conservation officer to be approached before works are carried out.</p>	
19/202	<p><b>Clerk’s Report</b> (for noting, delegation to the Clerk or inclusion on the next agenda)  <b>Peaslake Old School Room – wheelchair access</b>  It was <b>Reported</b> that plans are being drawn up for wheelchair access from the driveway, through the lean to structure to provide straight through level access into the main room. Shere Manor Estate have agreed to the work proceeding, full planning permission will be required (preliminary advice has been positive). Applications for help with funding will be made to funding bodies, Peaslake Community Fund and Shere Parish Council in due course.</p> <p><b>Shere School – Easter Event, duck races on the river, bouncy castle and some egg and spoon races</b> - Permission had been requested to use Swimming Pool Field for this event on the 28<sup>th</sup> March 2020. They were advised that the repairs to the swimming pool will not be completed by then, nor will the repairs to the path and field. Regretfully <b>Not Agreed</b>, it was given full consideration but due to the number of people at the event and Health and Safety, the field is not suitable for this year’s event.</p>	Clerk
19/203	<p><b>Councillors’ Business</b> (for noting or including on the agenda for the next meeting)  <b>Councillor J Hutton</b> – requested information of how to have highway signs on the verges removed after works – SCC Councillor K Taylor replied to use <a href="https://www.surreycc.gov.uk/do-it-online">https://www.surreycc.gov.uk/do-it-online</a>  <b>Councillor B Andrews</b> – <b>Noted</b> that EE were digging some exploratory holes for the surveys of a potential new mast on the manorial waste near the junction of Horsham Road and Pitland Street.  <b>Councillor G Reffo</b> – <b>requested the following:</b></p> <ul style="list-style-type: none"> <li>• The council try and clear the mud from the entrance to Farney Lane on Pursers Lane, Peaslake.</li> <li>• The hatchings at the junction of Ewhurst Road, Peaslake Lane and Radnor Road are renewed – the Clerk replied that this is on the list of SCC jobs but there was no date yet</li> <li>• Lids for the bins at the bus stop in the centre of Peaslake – the Clerk replied that Guildford Borough Council were replacing bins with the ugly ones which have been installed without our knowledge in Gomshall and are less attractive than the ones currently in place.</li> </ul> <p><b>Councillor M Taylor-Cotter</b> – Reported that some hedges along Pursers Lane had grown out to encroach on the road and the few inches which had been cut back were not sufficient.  <b>Councillor R Davey</b> – Requested an update on the proposed pavement works outside the Surgery on Gomshall Lane – the Clerk replied that SCC were arranging for a quote for the works and will chase.  A letter had been drafted to the police to ask for them to stop and issue tickets to motorists parking illegally on Upper Street, Shere (i.e. not leaving sufficient space on the pavement for a wheelchair to pass) – <b>Agreed</b> letter to be sent</p>	All
19/204	<p><b>Date of next meeting:</b> 8pm Thursday 5<sup>th</sup> March 2020, Peaslake Village Hall, Walking Bottom, Peaslake GU5 9RR - <b>Noted</b></p>	Clerk
19/205	<p><b>Exclusion of the Public and Press (Local Government Act 1972 ss. 100A)</b> – <b>Excluded</b> the public and press for the following item of business because of the confidential nature of the business to be transacted.</p>	
19/206	<p><b>Drop-in coordinator and Parish Assistant position</b> – to discuss current cover and consider permanent position – <b>Agreed</b> the appointment of Melody Barnett as Drop-in Coordinator and Parish Assistant on the same contract agreed for the previous appointment.</p>	RD/Clerk
19/207	<p><b>Peaslake Farm</b> – it was <b>Noted</b> that the contract had been signed by both parties and exchange would take place over the following day or two. Documentation for planning permission will be submitted next week.</p>	RD/Clerk