



## SHERE PARISH COUNCIL

*Serving the villages of Gomshall,  
Holmbury St. Mary, Peaslake, Shere and  
a large part of Abinger Hammer*

### COUNCIL MEETING 7.00PM THURSDAY 2ND JULY 2020

Held remotely using video conferencing facility ZOOM (Coronavirus Act 2020)

### MINUTES

**Present:** Councillors R Davey (Chairman), A Case, B Harrap, R Smith, J Cross, B Andrews, J Hutton, C Carlisle, M Taylor-Cotter, P Carter, B Grover and C Brooke.

Surrey County Council (SCC) Councillor K Taylor

Guildford Borough Council Councillors D Jones and R Billington

Three members of the public. Clerk & RFO S Hoyland

Ref:	Item:
20/57	<b>To accept apologies</b> and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – <b>None</b>
20/58	<b>Approval of the Minutes of the Council meeting held on the 9<sup>th</sup> June 2020 - Approved as a Correct Record</b> (to be Signed after Zoom Meeting)
20/59	<b>Declaration of Disclosable Pecuniary Interests (DPIs)</b> Declarations by Councillors on any of the agenda items below in accordance with The Localism Act 2011, ss.27-34 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464) - <b>None</b>
20/60	<b>Brief Report from Surrey County Council (SCC) Councillor K Taylor</b> on matters from Surrey County Council affecting Shere Parish – <b>Councillor K Taylor</b> gave a short report on the works SCC had been carrying out on the Active Travel Scheme to encourage walking and cycling and by installing barriers to help with social distancing. It was generally agreed that the barriers in Shere had been well received and working well, although some customers were lingering in the road while waiting for orders. It was reported that there was a reduction in traffic due to a combination of covid-19, roadworks on the A25 and the social distancing barriers. Councillor K Taylor conveyed the following: <ul style="list-style-type: none"><li>• the A25 traffic lights will be in place for the next five weeks while the footpath is repaired.</li><li>• a speed test would be carried out on the A25 to see whether the cycle lanes have reduced the speed and whether a change in the speed limit would be possible.</li><li>• It was recognised that there was a problem at Silent Pool and that wild swimming was dangerous and not allowed. Bollards had been put out to stop dangerous parking on an already accident hotspot.</li></ul>
20/61	<b>Brief Report from Guildford Borough Council (GBC) Councillors</b> on matters from Guildford Borough Council affecting Shere Parish. <b>GBC Councillor D Jones</b> reported that she has received complaints over noise from loud motor bikes along the A25; noise monitoring was taking place on the A246 and she would ask if this could also take place on the A25. Councillor Jones also explained that she had forwarded details to the parish council regarding the process for a resident's parking scheme and the Clerk confirmed this had been forwarded to SPC Councillors. <b>Item 230/62 and 20/63 where brought forward on the agenda.</b>
20/62	<b>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL</b> - a member of the public gave a short address in support of a resident's parking scheme in Shere, as often residents find it difficult to find a parking space and this was seconded by another member of the public.
	<b>BUSINESS TO BE TRANSACTED:</b>

20/63	<p><b>Shere Residents Parking Scheme</b> – to consider supporting and approaching GBC for a scheme - <b>SCC Councillor K Taylor</b> explained that resident parking schemes and applications for yellow lines were handled by the same GBC team. At present there were no schemes outside an urban area and warned that a residents parking scheme can divide a community, as it pushes the problem elsewhere. As a result, the scheme in Guildford has been expanded over the years to try and combat the problem. It was <b>Agreed</b> to research a proposal and contact the residents of the areas potentially included in the scheme and those areas where the traffic would be pushed to. An informal consultation may take place prior to any official application to GBC.</p>
20/61	<p><b>Continuation of Brief Report from Guildford Borough Council (GBC) Councillors - GBC Councillor R Billington</b> reported that he had notified the police regarding the A25 Silent Pool parking and was also aware of the loud motor bikes on the A25. He also noted that the Kings Yard planning applications were on the GBC Planning Committee agenda 8<sup>th</sup> July 2020.</p> <p><b>Councillor C Brooke</b> asked a question to GBC Councillors as to why GBC were clearing the vegetation from the pavement along the A25 which is the responsibility of the local landowner? And asked GBC to be proactive in asking the landowners to carry out the works. GBC Councillor R Billington replied that he would find out but the landowner may be paying GBC.</p>
20/64	<p><b>Coronavirus pandemic</b></p> <ul style="list-style-type: none"> <li>• Shere Covid-19 social distancing barriers – to consider replacement with sponsored planters – There was concern that planters would be knocked moved by cars and lorries and there was a risk of tripping. <b>Agreed</b> Clerk to carry out some research into options for barriers with hanging baskets.</li> <li>• To consider re-opening public conveniences – concern was expressed over the need for additional cleaning, signage, social distancing and the risk of transmitting covid-19, whilst also recognising the difficulties and unpleasant actions being carried out while the toilets are shut. <b>Agreed</b> not to open the toilets immediately. SCC Councillor K Taylor agreed to find out if/when Newlands Corner toilets will be opening. <b>Agreed</b> quotes to be obtained for additional cleaning and appropriate signage. <b>Agreed</b> the decision would be reviewed in two weeks.</li> <li>• To consider re-opening Pond Lane car park and installation of signs for two disabled bays – <b>Agreed</b> the car park would be open during the week and closed at weekends. <b>Agreed</b> two disabled bays to be created.</li> <li>• To consider making a small donation to Shere Recreation Ground Association, for their support with making the overflow car park available for residents displaced, by the barriers in Middle Street and The Square – <b>Agreed</b> a £100 donation</li> <li>• To consider re-opening date for Drop-In Centre – <b>Agreed</b> £1,450.00 ex VAT (Local Gov (Misc. Provisions) Act 1976 s19) for the fencing, paving and additional levelling of Tanyard Hall Garden (from Tanyard Hall Long Term Maintenance earmarked reserve) in readiness for opening the drop-in centre possibly at the beginning of August 2020. GBC will share details of postcodes affected by covid-19 if the details are received.</li> <li>• To note playgrounds and outdoor gym equipment will be reopened from the 4<sup>th</sup> July 2020 – following information and advice received from the Government, GBC and NALC (National Association of Local Councils) it was <b>Not Agreed</b> to open the play areas immediately. <b>Agreed</b> to carry out risk assessment over the next two weeks (Councillors J Cross and C Brooke volunteered to assist) and to agree and order suitable signage. <b>Agreed</b> all councillors to be consulted in two weeks to review the situation.</li> <li>• To consider any other urgent coronavirus related issues – <b>None</b></li> </ul>
20/65	<p><b>Finance matters</b></p> <ul style="list-style-type: none"> <li>• <b>Approved</b> income of £2,704.95 and expenditure of £21,483.15 for the month ended June 2020 (Appendix 1)</li> <li>• <b>Noted</b> bank reconciliations and statement balances for month ended June 2020 (Appendix 2)</li> <li>• <b>Noted</b> income and expenditure against budget and earmarked reserves to end of June 2020 (Appendix 3)</li> <li>• <b>Noted</b> VAT expenditure for June 2020 (Appendix 4)</li> <li>• Grant Aid from GBC – to identify any projects for applications 2021/2022 – <b>Agreed</b> to be added to General Purposes Agenda for consideration</li> </ul>
20/66	<p><b>Finance Committee Meeting, 24<sup>th</sup> June 2020 – Received Minutes and Approved as a Correct Record (to be Signed after Zoom Meeting) (Appendix 5)</b></p>

20/67	<b>Shere Pool</b> – to consider proposal for length of loan and repayments from Shere Swimming Pool Club (SSPC) – <b>Agreed</b> a period of 4-5 years (as preferred by SSPC) with the suggested repayments. A further request was made by SSPC, for Shere Parish Council to consider acting as guarantor for their loan with Surrey Playing Fields - <b>Not Agreed</b>
20/68	<b>Goose Green Field</b> – to consider proposal for grass cutting by Albury Eagles – <b>Agreed</b> to offer ad hoc hire of the ground £50 per use, any additional cutting undertaken by themselves.
20/69	<p><b>Thames Water:</b></p> <ul style="list-style-type: none"> <li>• to receive report from Councillor Harrap from Thames Water online public event 1.7.2020 – Councillor B Harrap was unable to attend due to difficulties with the chosen method of communication by Thames Water – a further indication of Thames Water not offering information but instead leaving the responsibility with the customer.</li> <li>• to note any response from letter sent to Thames Water - Councillor B Harrap was thanked for help in preparing the letter and trying to attend the online event. The response to the letter was unhelpful and put the responsibility on the council and individuals to provide all the information as to what and when, the problem with the water was. <b>Agreed</b> to contact the ombudsman to formally complain about the low water pressure, loss of water and little to no communication from Thames Water. <b>Agreed</b> also to challenge Thames Water over their conflicting information over the cause of the low water pressure and the works being undertaken at the pumping station. (Councillors B Harrap and C Brooke to work with the Clerk)</li> </ul>
20/70	<b>Police Matters</b> – to consider any matters that need to be brought to the attention of the Police – <b>None</b>
	<b>ITEMS TO NOTE:</b>
20/71	<b>Clerk’s Report</b> (for noting, delegation to the Clerk or inclusion on the next agenda) – Thanks had been received from Belmont School for the donation, for the works on the Holmbury St Mary Pavilion.
20/72	<b>Questions from Parish Councillors – Councillor A Case</b> asked when the barriers could be removed from around the new turf laid by the stream in Shere.
20/73	<b>Date of next meeting: Tuesday 8<sup>th</sup> September 2020</b> at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF or via ZOOM – confirmation on website, parish magazine, Facebook etc. closer to the date
20/74	<p><b>Exclusion of the Public and Press (Public Bodies (Admission to meetings) Act 1960)</b> – to <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> <p><b>The Clerk left the meeting</b></p>
20/75	<p><b>Human Resources Committee Meeting, 24<sup>th</sup> June 2020</b> – to receive, approve minutes and consider any recommendations (Appendix 6 with attached Performance Management Scheme and Pay Policy) - Minutes were received approved and the following recommendations were <b>Agreed</b>:</p> <ul style="list-style-type: none"> <li>• Adoption of the combined Performance Management Scheme</li> <li>• Reviewed Pay Policy</li> <li>• Assistant to the Clerk – salary recommendation</li> <li>• Drop-in Coordinator &amp; Parish Assistant – salary recommendation</li> <li>• Clerk/RFO – salary recommendation</li> </ul>