



## SHERE PARISH COUNCIL

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

### COUNCIL MEETING 7.00PM TUESDAY 9<sup>th</sup> JUNE 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 Councillor D Jones

Six members of the public. Clerk & RFO S Hoyland

Ref:	Item:
20/38	<b>To accept apologies</b> and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – Councillor G Reffo
20/39	<b>Approval of the Minutes of the Council meeting held on the 6<sup>th</sup> May 2020 – Approved as a Correct Record</b> (to be Signed after Zoom Meeting)
20/40	<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>
20/41	<b>Brief Report from Surrey County Councillor K Taylor</b> on matters from Surrey County Council affecting Shere Parish – Councillor Taylor Reported that SCC was continuing in carrying out a lead role during the coronavirus pandemic and that representatives of SCC were in contact with the parish council regarding measures for social distancing in Shere, when the businesses re-open.
20/42	<b>Brief Report from Guildford Borough Councillors</b> on matters from Guildford Borough Council affecting Shere Parish – Councillor D Jones reported that the Small Business Grant Fund is available and the online deadline for the Local Authority Discretionary Grant Fund was the 15 <sup>th</sup> June 2020. She reported that some local businesses were offering take-away menus and deliveries.
20/43	<p><b>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL</b> – Members of the Shere business community were present and <b>item 20/46 ‘To receive report from meeting with Surrey County Council regarding businesses re-opening and social distancing in Shere’ was brought forward on the agenda.</b></p> <p>A short report was given by the Clerk on the meeting with SCC – It had been agreed that SCC would install some temporary barriers in Shere; from the disabled space on Middle Street to the bridge and part of the Square, to widen the pavement to allow sufficient space for social distancing for workers, residents and visitors. As the barriers will prevent parking in those areas, residents will be given access to the Shere Recreation overflow car park. It was also noted that there was a lot more rubbish being left around bins and that GBC had been asked to make an additional visit each week to empty the bins. The council <b>Agreed</b> to look into solutions to animals removing rubbish from the bins.</p> <p>A short period of discussion took place between members of the public and councillors. Councillor A Case asked that some emergency orders had been out in place in other areas, to close roads and create pedestrian areas and could we research what is possible, while there may be money available – <b>Agreed</b> to carry out preliminary research but the focus should remain on the quick solutions suggested by SCC, which could be easily adjusted as required if difficulties were encountered. Pedestrian areas, as with any</p>

	<p>consideration to a residents parking scheme, would have to be considered in a larger forum and a public consultation. It was also <b>Agreed</b> to put out the parish council cones to prevent parking by the public conveniences in Shere and consideration would be given to more attractive planters to replace the temporary barriers, if the situation was likely to continue for any length of time.</p> <p>A short address was given by a member of the public regarding <b>item 20/48 Little Goose Green Boundary – to consider boundary with neighbouring property and moved ditch. This item was brought forward on the agenda.</b> It was <b>Agreed</b> that it would be treated as a boundary dispute and the position of the boundary would be negotiated between the owners of the property and the parish council, using the house as a point of reference. A legally binding document would be signed by both parties and registered. It was further <b>Agreed</b> to review the drainage issue. A site visit will be arranged for the Chairman, Clerk, Councillor R Smith and Councillor J Hutton.</p>
	<b>BUSINESS TO BE TRANSACTED:</b>
<b>20/44</b>	<p><b>Finance matters</b></p> <ul style="list-style-type: none"> <li>• <b>Approved</b> income of <b>£68,604.36</b> and expenditure of <b>£18,443.27</b> for the months ended April and May 2020 (Appendixes 1 &amp; 2)</li> <li>• <b>Noted</b> bank reconciliations and statement balances for months ended April and May 2020 (Appendixes 3 &amp; 4)</li> <li>• <b>Noted</b> income and expenditure against budget and earmarked reserves to end of May 2020 (Appendix 5)</li> <li>• <b>Noted</b> VAT expenditure for April and May 2020 (Appendix 6)</li> </ul>
<b>20/45</b>	<p><b>Accounts for the year 2019/20</b></p> <ol style="list-style-type: none"> <li>Internal Audit carried out 26<sup>th</sup> May 2020. <b>Received and Approved</b> the Internal Auditors Report (Appendix 7) – Congratulations were given to the Clerk for a clean, straightforward Internal Audit and the Clerk’s work was complimented</li> <li><b>Received and Approved</b> the annual accounts 2019/20 (Appendix 8)</li> <li>Annual Return, Annual Governance Statement 2019/20 (Section 1) – <b>Approved and Signed</b> at the meeting</li> <li>Annual Return, Accounting Statements 2019/20 (Section 2) – <b>Approved and Signed</b> at the meeting (by the Chairman)</li> <li><b>Noted</b> the VAT return for months 7-12 (October 2019-March 2020) £6,160.68 received</li> </ol>
<b>20/46</b>	<p><b>Coronavirus pandemic:</b></p> <ul style="list-style-type: none"> <li>• To receive and consider draft coronavirus risk assessment – <b>Adopted</b> subject to amendment to the wording on Support system. Councillor C Brooke was thanked for her help with the drafting.</li> <li>• To consider taking donations of food from Tanyard Hall to a food bank – <b>Agreed</b></li> <li>• To consider reopening public conveniences – <b>Agreed not to open for the time being due to difficulties with cleaning and maintaining social distancing</b></li> <li>• To receive report from meeting with Surrey County Council regarding businesses re-opening and social distancing in Shere – <b>Discussed earlier in this agenda</b></li> <li>• To consider any other urgent coronavirus related issues – <b>None</b></li> </ul>
<b>20/47</b>	<p><b>Shere Pool</b> – to consider revision of loan proposal from Shere Swimming Pool Club - It was <b>Not Agreed</b> to increase the amount of loan offered to Shere Swimming Pool Club and to suggest to the club, to prioritise what aspects of the phases are most important. It was further suggested that the pledges for support are called upon now, rather than waiting for a later stage.</p>
<b>20/48</b>	<p><b>Little Goose Green Boundary</b> – to consider boundary with neighbouring property and moved ditch - <b>Discussed earlier in this agenda</b></p>
<b>20/49</b>	<p><b>Holmbury St Mary pavilion</b> – to consider request for grant from Belmont School for repairs – <b>Agreed £3,575 Local Gov (Misc. Provisions) Act 1976 s.19</b></p>
<b>20/50</b>	<p><b>Church of St Mary the Virgin, Holmbury St Mary</b> – to consider a request for half the costs of churchyard maintenance for 2019 - £3,191.50 (Local Government Act 1972 s.214 (6)) – <b>Agreed</b> to half the cost of the mowing, excluding the maintenance works (consistent with the monies provided to St James’ Shere and St Mark’s Peaslake). It was further <b>Agreed</b> to suggest to the Church that if further works are needed to the cemetery, to apply for a Shere Parish Council grant, before any works take place.</p>
<b>20/51</b>	<p><b>Thames Water</b> – to consider the issue of the recent disruption in the water supply in the parish – <b>Agreed</b> to complain to Thames Water regarding the appalling communication and water delivery during the recent disruptions in supply. Councillor B Harrap agreed to draft the correspondence.</p>

20/52	<p><b>Byways Working Group Meeting</b> – A short report was given by Councillor B Harrap. The main issues discussed at the meeting were:</p> <ul style="list-style-type: none"> <li>• Overflowing litter bins due to increased visitors not taking their litter home</li> <li>• Closed public conveniences had led to appalling mess in some beauty spots. <b>Agreed</b> that the Clerk would research self-cleaning cubicles and help from Guildford Borough Council</li> <li>• Illegal off-road driving – uninsured, untaxed vehicles (identified by the DVLA website <a href="https://www.gov.uk/government/organisations/driver-and-vehicle-licensing-agency">https://www.gov.uk/government/organisations/driver-and-vehicle-licensing-agency</a>) could be treated as an abandoned vehicle and reported to GBC <a href="https://www.guildford.gov.uk/report-abandoned-vehicle">https://www.guildford.gov.uk/report-abandoned-vehicle</a></li> <li>• An individual at the meeting stated that the barrier at London Lane, Shere should have been more robust when installed by SCC</li> </ul>
20/53	<p><b>Police Matters</b> - to consider any matters that need to be brought to the attention of the Police. Councillor C Brooke highlighted the dangerous parking on the A25 for the Silent Pool and the lack of tickets being given by the police.</p>
	<p><b>ITEMS TO NOTE:</b></p>
20/54	<p><b>Clerk's Report</b> (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <p>Emails of thanks had been received from the Henry Smith Fund for the donation of £400 towards the PPE fund and Peaslake Village Hall for the £500 donation towards the new shed.</p> <p>Thanks had also been received from Victim support, Kent, Surrey and Sussex Air Ambulance, Crimestoppers, Gomshall Village Club, Citizens Advice Guildford, Citizens Advice Waverley and the Wasp Bus, for the regular yearly donations made by the Parish Council.</p>
20/55	<p><b>Questions from Parish Councillors - None</b></p>
20/56	<p><b>Date of next meeting: Thursday 2<sup>nd</sup> July 2020 Via ZOOM</b></p>