



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 12TH JANUARY 2021

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

MINUTES

Present: Councillors R Davey (Chairman), B Harrap, J Cross, C Carlisle, M Taylor-Cotter, P Carter, B Grover, G Reffo, C Brooke and R Smith.

Surrey County Council (SCC) Councillor K Taylor

Guildford Borough Council (GBC) Mayor Richard Billington

Nine members of the public

Clerk & RFO S Hoyland

Ref:	Item:
20/151	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – GBC Councillor D Jones
20/152	Approval of the Minutes of the Council meeting held on the 10th November 2020 – Approved as a Correct Record (to be Signed after Zoom Meeting)
20/153	Declaration of Disclosable Pecuniary Interests (DPIs) 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) Councillor J Cross declared a Non-Pecuniary interest in item 20/160 Parish of Shere, Churchyard maintenance Councillors C Brooke and B Grover declared non-pecuniary interests in item 20/161 Shere Car Park Extension Councillor M Taylor-Cotter declared a non-pecuniary interest in item 20/160 Parish of Shere, Churchyard maintenance
	Councillor R Smith joined the meeting
20/154	Brief Report from Surrey County Council (SCC) Councillor K Taylor on matters from Surrey County Council affecting Shere Parish. Councillor K Taylor talked about the difficulty of defining 'local' in relation to the distance it is acceptable to go for exercise, during the current Coronavirus lockdown. He said that it was difficult to enforce and sympathises with local residents over their concerns regarding visitors and with the businesses. Employees have been reassigned to be Covid marshals, who can engage with the public but have no legal powers to move people on or issue fines. The Police should be the first line of contact. It was acknowledged that clarification of the guidelines regarding an acceptable distance was needed. Councillor K Taylor agreed to postpone talking about works on Gomshall Lane, Shere until later in the meeting.
20/155	Brief Report from Guildford Borough Council (GBC) Councillors on matters from Guildford Borough Council affecting Shere Parish – Mayor Richard Billington was welcomed back and declared he was happy to be able to be able to return. With regards to the definition of 'local' (as above, he stated that Mole Valley had asked for a definition of what was a permissible distance.

20/156	<p>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL</p> <p>Item 20/157 Coronavirus Pandemic - to consider the concerns of local businesses providing takeaway services was brought forward on the agenda</p> <p>Short addresses were made by members of the public regarding visitor numbers in Shere, businesses open and rubbish during the coronavirus lockdown. The following was points were raised by representatives of the businesses:</p> <ul style="list-style-type: none"> • Businesses need support both in the short term and long term when they re-open • Takeaway businesses are angry that they felt they were hounded into closing during the lockdown by social media • It is not the responsibility of businesses to manage the public outside their businesses and deal with excess rubbish • Too costly for extra members of staff to direct members of the public and Health and Safety concerns for staff, with regards to picking up litter • Frustrated that the businesses were not informed of the availability of Covid marshals <p>A Local resident was grateful that the takeaway business had closed and understands their difficulties but disagrees that they do not have responsibilities for their queues and social distancing.</p> <p>Chairman R Davey stated that the Council understood that the businesses are legally able to operate and aware of the financial difficulties, when they chose to close. He also highlighted that responsibility for maintaining social distancing and managing customers was not clear cut, as government provided guidance for managing customers and queues, whilst the Police and Environmental Health have told businesses it is not their responsibility. With regards to the Covid marshals, the parish council was unfortunately not aware of their existence, as they are provided by GBC.</p> <p>SCC Councillor K Taylor stressed that the police were responsible for public safety and could therefore issue fines and move people on but not to support the commercial aspect of the businesses and neither could the marshals manage the businesses queues.</p> <p>It was recognised that the difficulties were caused by visitors to the village. Barriers had been erected to allow some social distancing. New cleaning regime at the toilets was costing over double pre pandemic costs and catered almost exclusively to visitors. 22 bins were in Shere and had coped with the levels of rubbish pre pandemic but new larger bins were being purchased and would be installed early in the new financial year.</p> <p>In the meantime, it was suggested that businesses asked the refuse collectors to provide additional bags to change the bins if necessary and possibly the community could help with litter picking. Although concerns over health and safety and lack of appropriate PPE, would mean that this would have to be carefully considered. Posters, signs and banners had been installed to inform and instruct the public throughout the pandemic but are largely ignored by visitors and it was generally agreed that there was a lack of individual social responsibility and consideration of others, by visitors towards residents, businesses and their staff.</p> <p>Agreed – to form a small working group to consider and try to address problems in a practical manner and to help businesses communicate with the local authority – Guildford Borough Council and any other agencies for practical and financial help.</p> <p>20/162 Goose Green – to consider revised proposal from Albury Eagles for use of the recreation field was brought forward on the agenda – A short address was made by Albury Eagles regarding use of Goose Green, the financial position of the club, the standard of the grass and cost and frequency of cutting. Agreed to review the current cost of maintaining the recreation field per year by the parish council, in relation to the proposal by Albury Eagles.</p>
	BUSINESS TO BE TRANSACTED:
20/157	<p>Coronavirus pandemic</p> <ul style="list-style-type: none"> • Noted continuation of the use of zoom for council meetings • Noted hire of the social distancing barriers in Shere from 27.11.2020 until 10.4.2021 is £161 • Considered the concerns of local businesses providing takeaway services – see above 20/156 • To consider any other urgent coronavirus related issues – Agreed to make Representation to Surrey County Council and our local Member of Parliament for a clearer definition of ‘local’ with regards to distance to go for exercise, during the current lockdown.
20/158	Policy Statement of Internal Control and Annual Review of Effectiveness of Internal Control – Reviewed and Re-adopted (Appendix 1)

20/159	<p>Finance matters</p> <ul style="list-style-type: none"> • Approved income of £1,764.08 and expenditure of £14,161.80 for November 2020 and income of £1,002.54 and expenditure of £9,037.08 for December 2020 (Appendix 2) • Noted bank reconciliations and statement balances for the months ended November and December 2020 (Appendix 3) • Noted income and expenditure against budget and earmarked reserves to end of December 2020 (Appendix 4) • Noted VAT expenditure for November and December 2020 (Appendix 5) • Noted that the clerk has issued the Precept for 2021/22 of £140,240 (as agreed at Full Council item 20/138), taking into account the notification of the Band D equivalent figures from Guildford Borough Council and to note that GBC required a full breakdown of the precept • Grant Aid – Noted agreed funding for projects by GBC in 2021/22 • Ratified Graham Rapley £1,225.00 ex VAT for oak tree fencing due to being let down by selected contractor
20/160	Parish of Shere, Churchyard maintenance – Agreed request for half the total costs of maintenance for Shere & Peaslake churchyards 2020 - £2,354.33 (Local Government Act 1972, s. 215)
20/161	Shere Car Park Extension – to consider continued use of the extension for residents and sports club members only – Agreed to continue with use for residents and sports club members only while social distancing barriers are still in place in Middle Street and to discuss future terms of use with Shere Recreation Ground Association, after the barriers have been removed.
20/162	Goose Green – to consider revised proposal from Albury Eagles for use of the recreation field – see above 20/156
20/163	Water Catchment feature, Peaslake – to consider investigating further the suggestion by SCC Flood Risk and Network Resilience Officer for a feature to hold water on Peaslake Farm fields and slow the flow of water – Agreed to try to obtain full report from SCC and add to General Purposes Agenda – SCC Councillor K Taylor asked to prompt SCC department involved.
	<p>SCC Councillor K Taylor updated the council on the works proposed by SCC for repairs to the pavement and new drain for the bus stop on Gomshall Lane (outside Shere Surgery) – It was explained that the quote for the works had increased by 50% from £8,000 to £12,000. SCC had allocated £4,000 and Shere Parish Council had agreed to match the £4,000 which left a shortfall of £4,000. Councillor K Taylor asked if SPC could make up the difference, as there was no money left in the budget from SCC. Councillors were frustrated at this and stressed that it was SCC responsibility and Health and Safety matter. Agreed to request clarification from Surrey Highways with a breakdown of the costs and to be added to General Purposes Agenda.</p> <p>SCC Councillor K Taylor left the meeting</p>
20/164	Shere Cinema – to consider request for a loan of £1,300.00 to help with insurance and regular costs until they can fully reopen – Agreed in principle, subject loan agreement
20/165	Filming Policy – Reviewed and Re-adopted (rates to remain the same)
20/166	Recording of Public Meetings Policy – Adopted
20/167	Child Protection and Vulnerable Persons Policy – Adopted – procedure for reporting to be drafted, agreed and appended to policy
20/168	Police Matters - to consider any matters that need to be brought to the attention of the Police – None
	ITEMS TO NOTE:
20/169	<p>Clerk’s Report (for noting, delegation to the Clerk or inclusion on the next agenda)</p> <p>The art produced and sold by local resident Mike Hutchinson had raised £300 for the staff welfare fund at Shere Surgery and they have used the money to purchase a patio heater to allow the staff to take their breaks outside – Mike was congratulated for his work.</p> <p>Another request for help for Covid-19 expenses has been made GBC for 50% of £7,338.17</p>
20/170	Questions from Parish Councillors – None
20/171	Date of next meeting: 7pm Tuesday 9th February 2021 via ZOOM
20/172	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. GBC Mayor R Billington left the meeting
20/173	Drop-in Coordinator and Administrative Assistant – Ratified the appointment, as per attached confidential appendix (Appendix 6)