



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

General Purposes Committee Meeting
Thursday 21st January 2021, 7.00pm

MINUTES

20/GP56	Present – Councillors C. Carlisle, R. Davey, P. Carter, M. Taylor-Cotter, J. Cross, B. Grover & G. Reffo Clerk & RFO – S. Hoyland Assistant to the Clerk – S. Robins Apologies – Councillors R. Smith, A. Case & J. Hutton.
20/GP57	Declaration of Disclosable Pecuniary Interests (DPIs) Declarations by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464). – None.
20/GP58	Approval of the Minutes of the General Purposes Committee held on Wednesday 21 st October 2020. – Approved as a correct record. (To be signed after Zoom meeting).
20/GP59	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE. – None present.
20/GP60	Finance - to receive a report from the Clerk & Responsible Financial Officer. - A short address was given by the Clerk – Received.
	Health and Safety:
20/GP61	Risk Assessments – to review and recommend to Council. <ul style="list-style-type: none"> • It was AGREED to change ‘Election Costs’ from high to medium risk, and to recommend to Council for readoption.
20/GP62	Tanyard Hall Fire Safety - to consider a fire door leading into the kitchen and gratings that can be opened for a window in the hall downstairs. <ul style="list-style-type: none"> • It was AGREED that the Assistant to the Clerk would contact a fire safety expert to assess Tanyard Hall. A contractor was recommended.
	7.09pm – Councillors C. Brooke & B. Andrews joined the meeting.
20/GP63	Old Fire Station – to consider installing a fire alarm. <ul style="list-style-type: none"> • It was AGREED that the Assistant to the Clerk would contact a fire safety expert to assess the need for a fire alarm at the same time as the assessment at Tanyard Hall (see item 20/GP62).
	Land & Property Maintenance:
20/GP64	Tanyard Hall, Over Twenty-Year Ownership – to consider a structural survey for Tanyard Hall. <ul style="list-style-type: none"> • It was AGREED to contact a building surveyor to carry out a structural survey in the next financial year. • It was AGREED to ask for recommendations from Councillors C. Carlisle and J. Hutton.
20/GP65	Shere War Memorial – to consider larger boulders to protect the land from vehicles. <ul style="list-style-type: none"> • It was AGREED that the Assistant to the Clerk and Councillor C. Brooke would meet with G. Rapley to discuss the requirements.
20/GP66	High Risk Tree Register – to review and consider quotes from G. Rapley on various tree works. <ul style="list-style-type: none"> • The register was reviewed and AGREED to recommend to Council the total amount of £2,715 exc. VAT for tree works.

	<ul style="list-style-type: none"> • Councillor R. Davey advised that we should draft a letter to landowners of any trees not on our land, that impose a risk to council property and request that they carry out necessary tree works.
20/GP67	<p>Red Hawthorns, Little Goose Green – to consider quote received for the replacement of two red hawthorn semi standard trees with planting mats.</p> <ul style="list-style-type: none"> • AGREED on quote of £280 exc. VAT, to be funded using North Ward funds.
20/GP68	<p>Goose Green Recreation Ground – to consider revised proposal from Albury Eagles.</p> <ul style="list-style-type: none"> • It was AGREED for Albury Eagles to take over the cutting and strimming of the field with Shere Parish Council paying 50% of the cost, up to a maximum of £1,120 a year, with a month's notice to terminate the agreement - to be reviewed after a year.
	Playground Matters:
20/GP69	<p>Playground Equipment – to consider quotes for replacement play equipment in the Millennium Playground and to receive an update on the wooden tower in Peaslake Playground.</p> <ul style="list-style-type: none"> • It was AGREED that the Assistant to the Clerk would do a site visit with Councillor C. Brooke to go through options received and review at the next General Purposes meeting, where the equipment will be considered for grant aid 2021/22. • Councillor G.Reffo requested a copy of the RoSPA report to review issues with the agility trail. • It was NOTED that the supports for the Peaslake play tower have been delayed, and that the Assistant to the Clerk would continue to follow up.
20/GP70	<p>Playground Inspections – to consider quotes from playground inspection companies.</p> <ul style="list-style-type: none"> • It was AGREED to confirm the quote with The Playground Inspection Company for £75 exc. VAT per site, subject to requesting information on other Parish Councils they currently work with. • Councillor C. Brooke informed the committee that operational inspections should also be carried out every 1 – 4 months and that training can be provided through various inspection companies.
	Local Highway Work & Highways Issues:
20/GP71	<p>Peaslake Flooding & Drain Clearing – to discuss:</p> <ul style="list-style-type: none"> • attempts at improving flooding problems over the last few months, and if they have been successful. – Noted. • the report received from Surrey County Council and consider the suggestion to install a feature to hold water on Peaslake Farm Fields, to slow the flow of water. – It was AGREED to get quotes for an engineer's report to look at the possibility of a water catchment feature.
20/GP72	<p>Holmbury St. Mary Parking – to consider a query from a resident to increase parking area in lay-by on Horsham Road to accommodate 5-6 cars. To also consider their request to purchase some land next to the pumping station to use for their own private residential use.</p> <ul style="list-style-type: none"> • NOT AGREED.
20/GP73	<p>Gomshall Lane Pavement Repairs – to review breakdown of additional costs received from the Surrey Highways team.</p> <ul style="list-style-type: none"> • Additional costs were reviewed and it was AGREED to fund the additional Surrey County Council shortfall of £4,000 - £2,000 from North Ward funds and £1,000 each from South West and South East Ward funds.
	Other:
20/GP74	<p>Website – to consider quotes received for redeveloping the Shere Parish Council website.</p> <ul style="list-style-type: none"> • Deferred to the next council meeting. • The Assistant to the Clerk is to send out quotes and proposals to the committee to review by email before the February council meeting.
20/GP75	<p>Electric Charging Points – to consider the following:</p> <ul style="list-style-type: none"> • costs involved in extending the power supply cables to reach the car park, and the involvement of Shere Manor Estate as they are the landowners. – Noted. • a request from Shere Manor Estate to include installation of an automatic car park barrier for the overflow car park, to be carried out at the same time should plans for the charging

	points go ahead. – Noted. It was AGREED to wait until the Assistant to the Clerk has had a response from the OLEV office before proceeding further.
20/GP76	<p>Millennium Trail – to note that we have received approval from the landowners for the installation of a kissing gate where Plaws Hill meets the Millennium Trail, and to consider the quote.</p> <ul style="list-style-type: none"> • The quote of £640 exc. VAT was AGREED to be funded by the Peaslake improvement fund; ear marked reserve.
20/GP77	Sharing of Social Media Posts – to consider setting up a ‘No Reply’ email to allow those not on social media to receive any updates by email if requested. – AGREED.
20/GP78	Clerk’s Report (for noting, delegation to the Clerk or inclusion on the agenda). – None.
20/GP79	<p>Questions from Parish Councillors</p> <ul style="list-style-type: none"> • Councillor B. Andrews mentioned the possibility of fibre connection in Holmbury St. Mary.
20/GP80	Date of Next Meeting – Thursday 29 th April 2021, 7pm Tanyard Hall, 30 Station Road, Gomshall GU5 9LF.