

Shere Parish Council



Shere Parish Council Meeting Held Via Zoom, 9th February 2021

Due to the current Covid-19 Coronavirus situation, the Parish Council met virtually as permitted in "The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations")"

MINUTES

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

Clerk and RFO: - S Hoyland

Also present were Surrey County Council Councillor K Taylor, Guildford Borough Council Mayor R Billington, Councillor D Jones and two members of the public.

20.174 Accepted apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – Councillors B Grover and B Harrap

20.175 Approved Minutes of the Council meeting held on [12th January 2021](#) as a correct record (to be signed after zoom meeting)

20.176 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 C Brooke declared a non-pecuniary interest in item 20.182 (a) Car Park, Shere**

20.177 Brief Report from Surrey County Council (SCC) Councillor K Taylor on matters from Surrey County Council affecting Shere Parish:

- Councillor K Taylor thanked the Parish Council for funding the additional cost for the repairs to the path and new culvert on Gomshall Lane, Shere and confirmed at the moment the earliest date for the works is 5th April 2021, although SCC have asked Kier to bring that date forward if possible. Councillor K Taylor also agreed to look into the flooding on the opposite side of Gomshall Lane, from the surgery.
- Highways budget was slightly increased for the next financial year, at the SCC annual budget meeting and therefore it was hoped that the Holmbury St Mary traffic scheme would go ahead and possibly schemes further down on their list.
- The Surrey Resilience Forum was reaching the national average or above, on the rollout of the covid-19 vaccine.
- The clearing of the ditch on Pursers Lane, Peaslake has not been done yet and Councillor K Taylor Agreed to push to get that completed, as the area was still flooding.
- Lawbrook Lane, Peaslake – although the road could be cleared, the Structures Team and County Arboriculturist are involved to try and ensure the bank doesn't collapse again.

GBC Councillor D Jones arrived

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20.178 Brief Report from Guildford Borough Council (GBC) Councillors on matters from Guildford Borough Council affecting Shere Parish.

Mayor R Billington:

- Noted the problem with the surface in Shere car park, that it had not been formally handed over to the Parish Council and was investigating with Councillor D Jones
- Requested photos and details of bad pavement parking for him to take forward
- Noted that the GBC budget meeting was on 10.2.2021
- Encouraged everyone to have the vaccine when offered

Councillor D Jones:

- Announced that there were leaflets available to give to people in cars which were idling

20.179 Questions or requests from members of the public to the Council in relation to the business on the agenda or future items for discussion.

Item 20.180 (c) to consider any other urgent coronavirus related issues was brought forward on the agenda to discuss a request from a member of the public for cup stacking recycling units, to tackle the increased litter during the pandemic. A short address was made by G Akroyd of Shere Delights, who explained that Shere Delights and Dabbling Duck would like to purchase two units to be installed in or near the pound in Shere, to help with the recycling of takeaway cups. It was confirmed that they would be emptied by the businesses. This was agreed and up to, two further units would be purchased by the Parish Council.

20.180 Coronavirus pandemic

- a) **Noted and Agreed** [continuation of the use of zoom](#) for council meetings for as long as legislation allows and to bring forward the Annual Council Meeting from 11th May 2021 to 6th May 2021, to be within the dates of the current legislation for virtual meetings.
- b) Shere Village Working Group – **Noted** that the agreed meeting did not go ahead due to some of the proposed attendants declining to attend. **Agreed** for Councillor A Case to communicate with the businesses and report back to Council
- c) to consider any other urgent coronavirus related issues – **See above 20.179**

20.181 Finance matters

- a) **Approved** [income of £1,002.58 and expenditure of £8,742.45](#) for the month ended January 2021 (Appendix 1)
- b) **Noted** bank reconciliations and statement balances for the month ended January 2021 (Appendix 2)
- c) **Noted** [income and expenditure against budget](#) and [earmarked reserves](#) to end of January 2021 (Appendix 3)
- d) **Noted** [VAT expenditure](#) for January 2021 (Appendix 4)
- e) **Noted** section 137 limit for 2021/22 is £8.41 per elector which gives a maximum limit of £25,036 for the Parish Council to spend for purposes for which there is no other specific statutory power (subject to budget and council approval)

20.182 To consider the following items and agree resolutions where appropriate:

- a) Car Park, Shere – **Noted** recent repairs have not been successful and to confirmed that it had been raised with GBC. It was also **Noted** that the Shere Recreation Ground Association had been informed
- b) Website – **Agreed** Councillors G Reffo, R Davey and J Cross and the Clerk to produce a specification and request one of the potential providers to draft one/two pages of a new website, for council to consider the design/accessibility, they can produce.

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- c) [Consultation on ward boundaries for Guildford Borough Council](#) – to consider submitting views for the drawing up of [new electoral wards](#) in the borough – **Agreed** to formally reply that the Parish Council is happy with the existing boundaries.
- d) Fibre Broadband – to note Openreach proposal for fibre-to-the-premises in Holmbury St Mary and consider if the Parish Council can be of assistance – **Agreed** to defer consideration of the item until a new government voucher scheme was in place
- e) [Board of the Friends of the Hurtwood](#) – **Noted** advertisement for a new chairman

20.183 [General Purposes Committee](#) – **Received** the minutes of the meeting held 21st January 2021 and **Agreed** the following recommendations:

- a) [Risk Management Policy and Register](#) – **Readopted**
- b) High Risk Tree Register - £2,715.00 ex. VAT For tree works (Open Spaces Act 1906, ss.9 and 10) - **Agreed**
- c) Goose Green – 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. (Public Health Act 1987 s 164; Open Spaces Act 1906 ss 9&10) - **Agreed**
- d) [Gomshall Lane, Shere, repairs to pavement and install new drainage](#) – Original £4,237 agreed 5th March 2020 (Item 19/215) and the additional Surrey County Council shortfall of £4,000, £2,000 from North Ward Funds and £1,000 from each South West and South East Ward Funds (Highways Act 1980 ss 43 50) – **Agreed**. Councillor J Cross relayed that the surgery was very thankful to Shere Parish Council for finding the extra funds for the work to go ahead and asked that Kier (SCC Contractors) liaise with the surgery over the timing of the work, due to potential covid-19 vaccinations taking place.
- e) Sharing social media posts – no-reply email to inform residents who sign up, to receive an email with any information we post to Facebook and NextDoor - **Agreed**

20.184 To consider adopting the following policies

- a) [Bullying and Harassment Policy](#) – **Adopted**
- b) [Statement of Intent as to Community Engagement](#) – **Agreed** Councillors A Case, C Brooke, G Reffo and J Cross would work with the Clerk to ensure the new policy is relative and proactive, before adoption by council
- c) [Health and Safety Policy](#) – **Adopted**
- d) [Safeguarding Policy for Children and Vulnerable Adults](#) & [Safeguarding Procedure](#) (replacing the Child Protection and Vulnerable Persons Policy) – to consider improved policy and added procedure – **Adopted**

20.185 **Police Matters** - to consider any matters that need to be brought to the attention of the Police. Councillor A Case **Reported** that there had been a spate of bike thefts in Shere, which had been reported to the police.

It was **Noted** that illegal out of season use of the BOAT – London Lane had resulted in a fence destroyed by one or more 4x4 vehicles escaping past the locked gate. **Agreed** to check CCTV for any evidence.

20.186 **Clerk's Report** (for noting, delegation to the Clerk or inclusion on the next agenda) – it was **Noted** that a payment of £3669.09 from GBC was due to be received shortly, to compensate the Parish Council for 50% of additional covid-19 costs between July 2020 and December 2020. GBC was thanked by the council for the support.

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20.187 Questions from Parish Councillors:

Councillor J Hutton – made a request to contact GBC for some street cleaning and asked if the Parish Council would consider a small donation to the National Trust for repairs to the steps from the A25 towards Netley Woods – to be considered at the next council meeting. It was also **Noted** that recent correspondence between the Clerk and a neighbouring property to the Church had been passed to the relevant person.

Councillor A Case – **Noted** that there had been some social media activity regarding the fence around the oak tree and suggested a temporary sign explaining why it was necessary.

Councillor B Andrews – made a request to contact SCC to clear the drains in Pitland Street, Holmbury St Mary

Councillor C Carlisle – asked if the EE mast in Holmbury St Mary was now operational

20.188 Date of next meeting: 7pm Thursday 4 March 2021 via ZOOM

Meeting closed 8.49pm