

Shere Parish Council



Shere Parish Council Meeting Held via Zoom, 7th April 2021

Due to the current Covid-19 Coronavirus situation, the Parish Council is meeting 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), J Hutton, C Carlisle, R Smith, G Reffo, P Carter, M Taylor-Cotter, B Harrap, Brian Grover, C Brooke and J Cross

Clerk and RFO: - S Hoyland

Also present were Surrey County Council Councillor K Taylor, Guildford Borough Council Councillor D Jones and one member of the public.

20.204 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – Guildford Borough Council Mayor R Billington

20.205 Approved the Minutes of the Council meeting held on [4th March 2021](#) as a correct record (to be signed after zoom meeting)

20.206 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 Carlisle declared a non-pecuniary interest in item 20.211 (g) Boom – to consider giving a quote.**

20.207 Brief Report from Surrey County Council (SCC) Councillor K Taylor on matters from Surrey County Council affecting Shere Parish. It was **Noted** that this was SCC Councillor K Taylor last appearance as our SCC Ward Councillor, as he is not standing for re-election in May 2021. Chairman R Davey expressed thanks and appreciation, on behalf of the council, for his work and support over the last twelve years. SCC Councillor K Taylor replied that he had enjoyed working with all past and present members and Clerks. SCC Councillor K Taylor reported:

- The Joint Committee confirmed that the Holmbury St Mary traffic safety scheme, Queen Street, Gomshall virtual path and speed review on Hound House Road were going ahead in this financial year
- Road maintenance issues in Shere Parish Council area - Gomshall Lane opposite the surgery and the pavement at the top of Upper Street, Shere would be done early this financial year along with any further works to Pursers Lane in Peaslake
- Funding had been made available to address the issue of speed limits on rural roads in the Surrey Hills; this is to include a review of speeds, advertising and public consultation. Councillors were supportive of this, although had concerns over the lack of enforcement and the need for additional repeater signs.

Parish councillors also voiced their disappointment at the installation of a very large vehicle Management Sign on the A25, with no consultation. SCC Councillor K Taylor explained that it had been installed by GBC; it was to control and direct visitors post lockdown and it may be possible

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to lobby for a smaller unit in the future. GBC Councillor D Jones replied that she would investigate why there was no liaison with the local parish councils.

20.208 Brief Report from Guildford Borough Council (GBC) Councillors on matters from Guildford Borough Council affecting Shere Parish. GBC Councillor D Jones gave apologies for Mayor R Billington, who had to attend another meeting and reported the following:

- Effingham Parish Council had appointed a councillor to spearhead environmental issues and information was on their website. She requested councillors to review the information and consider appointing a councillor to a similar role. Councillor D Jones went further to say she would support any environmental projects
- Slurry Pit, Gomshall – Councillor D Jones was aware of some complaints but thought that actions had taken place within the planning permission. Parish councillors reported that there had been local concern and were disappointed that permission had been granted. It was stressed that landscaping and environmental stipulations should be followed through and checked by GBC

Councillor G Reffo thanked GBC Councillor D Jones for her help with getting the catchpit under Peaslake Village Hall investigated and asked if GBC could communicate directly with the village hall committee, regarding clearance and future maintenance.

20.209 Questions or requests from members of the public to the Council in relation to the business on the agenda or future items for discussion – One member of the public, H Bray was present and agreed to comment on item 20.212 (a) Swimming Pool Field Path, when appropriate. She thanked SCC K Taylor for being an excellent councillor.

20.210 Coronavirus pandemic

- a) **Noted** [continuation of the use of zoom for council meetings until 11th May 2021](#) and agreed Thursday 26th August 2021 for the Annual Parish Meeting
- b) To consider replacing the Tier 4 coronavirus signage in Shere with updated signage – **Agreed** to draft a replacement sign for Shere and Peaslake and send to councillors for approval. It was also **Agreed** to put a sign on the bins saying if full, please take rubbish home or return it to where it was purchased – please keep our village beautiful.
The council would like to acknowledge and formally thank Tim Morgan in Shere and Jane and David Williams in Peaslake for all their help with litter picking; they have done a marvellous job in helping to keep our villages clean. It was **Agreed** to report their good actions in the parish magazine along with the offer to loan litter pickers and vests to anyone else interested in helping.
- c) to consider any other urgent coronavirus related issues – none

20.211 Finance matters – Councillor B Harrap **Noted** that she had been unable to review the finance reports as she was having difficulties with emails.

- a) **Approved** income of £1,002.17 and expenditure of £ £17,035.93 for the month ended March 2021 (Appendix 1)
- b) **Noted** bank reconciliations and statement balances for the month ended March 2021 (Appendix 2)
- c) **Noted** income and expenditure against budget and earmarked reserves to end of March 2021 (Appendix 3)
- d) **Noted** VAT expenditure for March 2021 (Appendix 4)

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- e) [Earmarked Reserves](#) – **Approved** the proposed amounts to start the new financial year 2021/2022 (Appendix 5)
- f) Gomshall Lane pavement and drain Works – **Agreed** SCC invoice £8,000 (Highways Act 1980 ss 43 50) as agreed at Council 9th February 2021 item 20.183 (d) and to confirm original amount £4,000 from the highways budget and additional funds as follows: £2,000 North Ward, £1,000 South West Ward and £1,000 South East Ward. It was **Noted** that SCC Patrick Giles had agreed to also carry out the kerbing, and drain works opposite the surgery in Shere
- g) Boom – to consider giving a [quote in support of Boom for their website](#), to attract other corporate accounts – **Agreed** a suitable quote of support, Councillor C Carlisle asked the council to consider transferring more funds and would send the last years accounts and three year business plan
- h) [Donations & Subscriptions](#) – **Agreed** regular yearly payments (Appendix 6)
- i) Plaws Hill Kissing Gate – **Ratified** GPC Jan 2021 item 20/GP76 recommendation £640.00 + VAT (Open Spaces Act 1906 s 9 & 10) from Peaslake Improvement Fund EMR
- j) Play Area Repair and Replace - **Ratified** use of Playground Sinking Fund EMR for Peaslake Play Tower Strut Supports £480.00 ex VAT, Fix to Springy £120.00 ex VAT and Play Area Posts £560.00 ex VAT
- k) New Bins, Shere and Peaslake – **Agreed** payment of £5,852.94 ex VAT (Litter Act 1983 ss 5,6) (50% from GBC Grant Aid) and confirmed budget code, Parish Maintenance
- l) Outdoor Table & Chairs and Shed for Tanyard Hall – **Agreed** payment of £1,443.24 ex VAT (Local Government Act 1972 s 133) (50% from GBC Grant Aid) for table and chairs and payment of £830.40 ex VAT for shed (Local Government Act 1972 s 133) (50% from GBC Grant Aid) and confirmed budget code Tanyard Hall Running Costs

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

- a) [School Cottage Path](#) and [Swimming Pool Path](#) – to consider request for path from owners of School Cottage and to [consider repairs to the path](#) – **Agreed** in principal path to school cottage, Clerk to seek advice from solicitors and liaise with the freeholder Shere Manor Estate – any legal fees to be paid by School Cottage owners.
No agreement was made for the surface of the main swimming pool path and more potential options and prices were needed – **Agreed** to approach experienced resident for advice and possible specification for General Purposes Committee Meeting.
- b) Website – to receive updated quote and consider next move. Two options were considered:
 - 1. **Option 1** Make existing website accessible
 - 2. **Option 2** New designed website with accessibility and new functionsA vote was taken: Option 1 – seven votes, Option 2 four votes – **Agreed** to keep existing website, obtain quotes for work to meet accessibility requirements and **Delegated** to General Purposes Committee.
- c) [Albury Eagles Grant Application](#) – to consider £1,000 grant application for Goose Green Improvement Works. To consider if any, all or part of the £350.00 fee from Burpham FC for use of the pitch should go to Albury Eagles towards the pitch improvement – **Refused** application at this time but would consider again at a future time, if pitch well used and formal lease entered into. **Agreed** £350 fee from Burpham FC to be kept by Parish Council
- d) [Shere Tranquillity](#) – to consider an A Board in the centre of Shere – **Refused** due to policy of reducing A boards in conservation area
- e) [BOAT 526 Wotton & Capel](#) (Wolvens Lane) [Public consultation](#) – to consider replying to consultation – **Agreed** to reply with option 'To promote a permanent TRO to restrict all motorised vehicles with 2 or more wheels and all horse drawn carriages exceeding a width of 1500mm (4'11") from using the BOAT' and to confirm that the consultation is open to all users.

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- f) [PCC of St Mary the Virgin HSM, Church Lane Re-surfacing](#) Grant Application – to consider £1,000 grant application towards repairs to Church Lane which provides access to the Churchyard and residential properties - **Agreed**
- g) [Grit bin, Church Lane, Shere](#) – to consider adopting the grit bin from SCC – **Agreed** parish Contractor to see if the bin is recoverable (currently laying on back) and if yes to adopt it
- h) [Shere Open Gardens](#) – to consider and provide feedback on 2021 event and timing – **Agreed** that the parish council is supportive for either 11th or 12th September 2021 but is in favour of pre-selling tickets to limit numbers and none available on the day to purchase
- i) [Mackies Hill end of Elephant Walk, Peaslake](#) – to consider request for new signage – **Agreed** and **Delegated** to the Clerk if cost under £500 and with the agreement of the landowner and Friends of the Hurtwood
- j) [Surrey Prepared](#) – to consider the request for contacts – **Agreed** to send copy of Emergency plan

20.213 To Consider the following Policy Amendment:

- a) Adding [Anti-Slavery statement](#) to existing [Safeguarding Policy for Children and Vulnerable Adults](#) **Agreed**

20.214 Police Matters - to consider any matters that need to be brought to the attention of the Police – It was **Noted** that there had been a burglary at the bicycle shop in Peaslake

20.215 Clerk's Report (for noting, delegation to the Clerk or inclusion on the next agenda)
The draft lease for Peaslake Farm Fields had been received and sent to the parish Solicitors for review. Discussion regarding the fencing and any points made by the solicitor will be on the May Agenda.
Drop-in Coordinator, Lisa Hill was carrying out the risk assessment and extending it to cover the renovated garden at Tanyard Hall, to allow some small gatherings at the drop-in centre, initially outside as the weather improves (subject to Government coronavirus restrictions). She will be sending the updated risk assessment to all councillors for approval before inviting any visitors. In the meantime, Lisa continues to contact attendees by phone.

20.216 Date of next meeting: 7pm Thursday 6th May 2021 via ZOOM

Meeting closed 9.15pm