

Shere Parish Council



FULL COUNCIL MINUTES 1st JULY 2021 Peaslake Village Hall, Walking Bottom, Peaslake GU5 9RR

Present: Councillors: - C Carlisle (Acting Chairman), R Smith, B Harrap, C Brooke, B Andrews and J Cross.
Clerk and RFO: - S Hoyland

Also present were: Surrey County Council (SCC) Councillor B Hughes, Guildford Borough Council (GBC) Councillors D Jones and four members of the public

21.46 **To accept apologies** and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) Councillors R Davey, G Reffo, B Grover, J Hutton, P Carter and M Taylor-Cotter

21.47 **Approval of the Minutes** of the Council meeting held on [8th June 2021](#) - **Approved and Signed as a Correct Record**

21.48 **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) – **None**

21.49 **Brief Report from Surrey County Council (SCC) Councillor** on matters from Surrey County Council affecting Shere Parish – **SCC Councillor B Hughes gave a short report** including:

- the controversy over parking at Kings Yard on Burrows Lane and both SCC and GBC were poised to take action if necessary.
- Cycling events and advertising – Councillor B Hughes noted that GBC Councillor D Jones was co-ordinating another meeting on Wednesday 7th July 2021.

Councillor R Smith asked for a map showing the proposed extension to the Area of Outstanding Natural Beauty (ANOB) in order to reply to the consultation and to possibly request additional areas to be considered. SCC Councillor B Hughes replied that he would forward it as soon as he receives it.

21.50 **Brief Report from Guildford Borough Council (GBC) Councillors on matters from Guildford Borough Council affecting Shere Parish** – **GBC Councillor D Jones reported** that a request had been made asking for a map of the Epic Bike Ride and a list of landowners who had given permission but they had not yet provided it.

Councillors expressed concerns over the environment, the danger to the flora and fauna and the likely hood that the cyclists would not keep to the bridleways. No details of refreshment stops, marshals or public conveniences had been provided.

It was recognised that there were health benefits of cycling and that the cyclists were likely here to stay but there should be restrictions to keep the numbers participating to a strict level.

Councillor D Jones also confirmed that she would be attending a site meeting on Monday 5th July at Shere Car Park to discuss the surface.

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

A member of the public provided a copy a leaflet from West Berkshire Council outlining Riparian responsibilities regarding ditches. He noted that ditches installed by the Highway Authority and owned by them solely for draining the highway, were the responsibility of the Highway authority – it

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was **Agreed** to add this to the next agenda and request a map of highway ditches from SCC. It was also **Agreed** to look into a ditch a long side Peaslake Farm, Ewhurst Road.

Another member of the public was concerned over the potential use of the Peaslake Farm Fields for a catering van at weekends over the summer months, under permitted development in a lease. It was stressed that this was not the intention of the council and it had been voiced during discussions with a potential leaseholder. Councillors were not in favour of the proposal and were also looking into country stewardship and re-wilding.

It was also suggested by a member of the public that a community trust or similar could be considered for the fields.

With regards to Peaslake Farm Fair use of the fields for parking, it was reiterated that this was an interim use and has not been approved for long term use.

- 21.52 **Breaks for long meetings** – to consider suggestion from Councillor for regular 2/3 - minute breaks (every hour) for health and safety – the safety aspect was appreciated but there was concern over extending the length of the meetings further. It was **Agreed** that the meeting length should be controlled, speakers succinct and to the point and a decision on meeting breaks would be **Deferred**.
- 21.53 **Coronavirus pandemic** - to consider any urgent coronavirus related issues. Councillor J Cross asked when the social distancing barriers in Shere would be removed. The Clerk replied that council had agreed that they remained in place until the end of the summer.
- 21.54 **Finance matters**
- Approved income of £9,190.39 and expenditure of £15,520.13** for the month ended June 2021 (Appendix 1)
 - Noted** bank reconciliations and statement balances for month ended June 2021 (Appendix 2)
 - Noted income and expenditure against budget and earmarked reserves** to end of June 2021 (Appendix 3)
 - Noted VAT expenditure for June 2021** (Appendix 4)
 - Ratified** the Careprint Invoice of £1874.84 ex VAT for the Annual Report (Local Government Act 1972 s 142) noting that no other quotes were obtained as the postage cost of £864.12 is a fixed cost.
- 21.55 **Finance Committee Meeting, 14th June 2021** – [Received and Approved minutes](#) (Appendix 5)
- 21.56 **Peaslake Farm Steering Committee, 14th June 2021** – to [Received and Approved minutes](#) (Appendix 6) and to consider the following recommendations:
- Received** outline of communication with GBC from Greenoak Housing Association and consider escalating/formal complaint over the lack of planning decision, for the Peaslake Farm Development – **Agreed** to hold on before making formal complaint, as not to slow down proceedings further
 - To adopt four priorities (as outlined in the attached minutes) when considering the future of Peaslake Farm Fields (in order of importance) – Councillor R Smith stated that they needed more work; dropping number four and rewording before being agreed. Councillor C Brooke requested number three to be worded to say ‘to ensure the land is maintained’. Decision to adopt **Deferred** subject to additional review.
 - Lease to T Metson for 25 years (as outlined in attached minutes, subject to discussion regarding the catering truck under permitted development) – **Deferred**, catering truck not acceptable and to not allow permitted development unless agreed by the council at the time. The Clerk reported that a site visit with Surrey Wildlife Trust was being arranged.
 - Agreed** T Metson to take the haylage this current year at no cost

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

- a) To consider proposal from SCC to extend the footpath out by 1m, outside Shere Delights, Shere, to improve safety for pedestrians and queue for shop. Cost £8,000 - £5,000 to be directed from Queen Street virtual path project (now fully funded by SCC) and an additional £3,000 from North Ward Funds (Highways Act 1980 ss 30, 72) – Councillors were appalled that this project was not being done by SCC but **Agreed** to finance it to prevent an accident.
- b) Remembrance Sunday, Peaslake Road Closure – to discuss. **Deferred** to discuss with Councillor P Carter
- c) [IGas hydrogen generation systems, proposal for Albury](#) – to consideration reply to consultation – **Agreed** to the following statement for the consultation: ‘Shere Parish Council is generally supportive providing the carbon is captured’

21.58 **Police Matters** - to consider any matters that need to be brought to the attention of the Police – **None** and it was suggested to remove the item from the agenda – **Not Agreed** the item will remain on the agenda. It was **Reported** that a vehicle was being chained to the flagpole in Holmbury St Mary – details would be provided.

21.59 **Clerk’s Report** (for noting, delegation to the Clerk or inclusion on the next agenda) – the following was **Reported**:

- a) that no speaker had currently been secured for the Annual Parish meeting as Garry Bosworth no longer worked at GBC and Paul Taylor-Armstrong is not available. However, Paul was approaching GBC Lead Councillor on Climate Change (Councillor Jan Harwood) to ask if they are interested in giving a short talk. Shaun Page, Farm Environment Adviser was also suggested.
- b) A complaint was made to Joss Bigmore, Leader of the Council (GBC) regarding the long telephone wait times and lack of response from GBC – **Agreed** the Clerk would forward the response to all councillors.

21.60 **Date of next meeting:** Annual Parish Meeting 8pm Thursday 26th August 2021 and next Full Council Meeting 7.30pm Thursday 2nd September 2021

21.61 **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.

21.62 **Drop-in Coordinator and Administrative Assistant** – **Ratified** appointment (Confidential appendix 7)

21.63 **Human Resources Committee Meeting, 14th June 2021** – **Received and Approved minutes** and to consider the following recommendations:

- a) [Equal Opportunity’s Statement](#) – **Adopted** subject to the following changes: 1.2 remove reference to agency worker. 1.1 add irrespective of (but not limited to)
- b) Staff Salaries (Confidential Appendix 8) – Councillor C Brooke declared a personal interest. **Salaries Agreed**

Meeting Closed 9.10pm