

Shere Parish Council



25th August 2021

All Members of Shere Parish Council are hereby summoned to attend the **Shere Parish Council meeting** to be **7.30pm Thursday 2nd September 2021 at Tanyard Hall 30 Station Road, Gomshall GU5 9LF** for the purpose of transacting the business specified on the agenda below.

Please sanitise your hands when entering Tanyard Hall and wear a face mask while moving around the building. Social distancing is encouraged.

DocuSigned by:

Suzanne Hoyland

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Suzanne Hoyland

Clerk to the Parish Council

FULL COUNCIL AGENDA 1st JULY 2021

- 21.64 **To welcome Councillor M Keeble to his post as North Ward Councillor**
- 21.65 **To accept apologies** and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972)
- 21.66 **Approval of the Minutes** of the Council meeting held on [1st July 2021](#)
- 21.67 **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)
- 21.68 **Brief Report from Surrey County Council (SCC) Councillor** on matters from Surrey County Council affecting Shere Parish
- 21.69 **Brief Report from Guildford Borough Council (GBC) Councillors** on matters from Guildford Borough Council affecting Shere Parish
- 21.70 **Questions or requests from members of the public to the Council** in relation to the business on the agenda or future items for discussion
- 21.71 **Peaslake Farm Fields** – short introduction to the suggestions for the future of the fields from Leigh Thornton Surrey Wildlife Trust, following a site visit and to consider quote of £1,471.20 ex VAT for [Biodiversity Net Gain Assessment](#) (Open Spaces Act 1906 s 9 & 10)
- 21.72 **Climate Change** – to receive a brief report from Councillor B Harrap regarding communications with GBC Councillor D Jones and Albury Parish Council
- 21.73 **Breaks for long meetings** – to consider suggestion from Councillor for regular 2/3 - minute breaks for health and safety (deferred from July meeting)

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21.74 **Annual Accounts 2020/21** – to review and accept the signed 2020/21 Annual Governance and Accountability Return (including report and certificate) and Completion of audit notification from the external auditor (if received)

21.75 **Accounts for the year 2021/2022**

To note that the Responsible Finance Officer, in consultation with the Chairman and Vice-Chairman of the Finance Committee, has undertaken the following tasks. It is Recommended that this action is Ratified.

- a) confirmed the [scope of the internal audit for 2021/22](#); approved the internal audit plan setting out proposals for the internal auditor; confirmed that this properly takes account of the corporate risk (i.e. the controls and procedures within the Council which minimise the risk of the Council not being able to function or carry out what it sets out to do)
- b) agreed that the minimum tests proposed in the audit plan, together with the inspections carried out by the Internal Auditor and the Chairman of the Parish Council, are adequate and effective for the Council's internal audit purposes
- c) agreed [Mulberry and Co Engagement Letter](#), as Internal Auditor for 2021/2022

21.76 **Finance matters**

- a) Approval of income and expenditure for the months ended [July](#) and August 2021 ([Appendixes 1 & 2](#))
- b) To note bank reconciliations and statement balances for months ended July and August 2021 ([Appendixes 3 & 4](#))
- c) To note income and expenditure against budget and earmarked reserves to end of August 2021 ([Appendix 5](#))
- d) To note VAT expenditure for July and August 2021 ([Appendix 6](#))
- e) [Council Insurance](#):
 1. to note the swimming pool, changing rooms, plant room and HSM pavilion have been removed from our insurance quote and are now covered by the relevant lessees.
 2. To consider quotes and select provider
- f) To consider final grant aid applications for 2022/23

21.77 **To consider the following items and agree resolutions where appropriate:**

- a) Shere Parish Council Councillor M Keeble –
 1. to consider electing to the Finance and Planning Committees
 2. [to receive doorstep feedback from his election campaign](#)
 3. to consider a holding a monthly North Ward surgery from October to December 2021 at Shere Village Hall, Tanyard Hall or Scout Hut on Goose Green
 4. to consider advertising the top 10 powers of the parish council to improve resident's understanding of the role of the parish council
 5. to note that planters are not permitted by Surrey County Council on the roads and cannot replace the barriers (which will be removed shortly)
- b) Five Year Plan – to consider the process for creating an overall strategic plan by the Management and Strategy Committee, detailing the vision and objectives of the council for the next five years. To take into account the post covid 19 landscape of reduced borough and county budgets ([click here](#) for some suggested topics to be included)
- c) Shere Car Park – to receive quotes for major repairs and to consider investigating introducing parking charges to pay for repairs and maintenance (with possible scheme for residents). To

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appoint members to a working group with representatives from Shere Recreation Ground Association.

- d) [Surrey Transport Plan 2022-2032 Consultation draft](#) – to consider replying to consultation
- e) Off Road Cycling Events – to consider a letter expressing the council's concerns with regards to the increased number of unregulated cycling events, through the Area of Outstanding Natural Beauty.
- f) Road Closures by Surrey County Council – to consider petitioning SCC to take more care when agreeing to road closures, to prevent multiple road closures concurrently in the same vicinity, resulting in lengthy diversions for residents
- g) Ditches, Riparian Ownership or Highway Responsibility – to receive information from SCC Highways (if received)
- h) [Guildford Young Carers Family Fun Day](#) – to consider request for £20 donation towards the event
- i) [Calendar of meetings 2022](#) – to consider the Parish Council's proposed meetings calendar for next year

21.78 **General Purposes Committee** – to receive the [minutes from the meeting](#) on the 29th July and to consider the following recommendations:

- a) to use the Tanyard Hall earmarked reserves for future expenses as the budget had been exceeded on the shed, outdoor tables and chairs and the full structural survey (grant aid for the shed, tables and chairs would be received and go into other income)
- b) Tanyard Hall Pump replacement parts - Maclin Pumps for £1,890 exc. VAT, Tanyard Hall EMR funds (Local Gov. (Misc. Provisions) 1976 Act s.19)

21.79 **Police Matters** - to consider any matters that need to be brought to the attention of the Police.

21.80 **Clerk's Report** (for noting, delegation to the Clerk or inclusion on the next agenda)

21.81 **Date of next meeting:** Tuesday 5th October 2021 at Holmbury St Mary Village Hall, Felday Glade Holmbury St Mary RH5 6PG