

Shere Parish Council



Full Council Minutes Tuesday 5th October 2021 Holmbury St Mary Village Hall Felday Glade, Holmbury St Mary RH5 6PG

Present: Councillors: - R Davey (Chairman), B Harrap, C Carlisle, B Andrews, M Keeble, B Grover and J Cross.

Clerk and RFO: - S Hoyland

Six members of the public

- 21.82 **To accept apologies** and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) - Surrey County Council (SCC) Councillor B Hughes, Guildford Borough Council (GBC) Councillors D Jones and R Billington. Shere Parish Councillors P Carter, G Reffo, J Hutton, R Smith, C Brooke and M Taylor-Cotter
- 21.83 **Approval of the Minutes** of the Council meeting held on [2nd September 2021](#) - **Approved and Signed as a Correct Record**
- 21.84 **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**
- 21.85 **Brief Report from Surrey County Council (SCC) Councillor** on matters from Surrey County Council affecting Shere Parish – **SCC Councillor B Hughes not present**
- 21.86 **Brief Report from Guildford Borough Council (GBC) Councillors** on matters from Guildford Borough Council affecting Shere Parish – **GBC Councillors not present**
- 21.87 **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 21.90 (b) was brought forward on the agenda** - To consider request to use an [All-Terrain Vehicle \(ATV\) on Parish Council land](#) in an emergency to access casualties, by Philip Morris a registered volunteer CFR (Community First Responder) and co-volunteer Matthew Atkinson. **A short address was made Philip Morris and Mathew Atkinson** regarding the self-funded vehicles and their desire to support the community and save the resources of the air ambulance and paramedics. The council **Agreed** permission to access council land to reach a casualty and to support their important efforts by advertising on the council website and social media. They were commended for their work to support the community.
- Item 21.90 (a) was brought forward on the agenda** - The Square, Shere to consider asking SCC to consider the process to permanently close the road [‘Stopping Up’](#), where the social distancing barriers had been placed – to form a pedestrian area. **A short address was made my members of the public.** The temporary pedestrianised area created by the social distancing barrier was found to be popular with residents and helping with mental health issues. There was a desire to keep that area closed to traffic permanently, to create a social area in the centre of the village.

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It was explained that the Parish Council had no power to keep the road closed, as it was a right of way and the possible solution to permanently shut the road is via the 'Stopping Up' Process, which would have to be agreed and carried out by Surrey Highways.

It was **Agreed** that there was broad support from the Parish Council for creating this social area as part of a larger plan, to focus on residents and mitigate the effects of visitors. As a result it was **Agreed** to conduct a Shere Village Public Consultation (created by the Management and Strategy Working Group) to include the potential 'Stopping Up' of part of The Square, new double yellow lines to prevent inconsiderate parking and potential charging in the car park (including a possible residents parking scheme in the car park). Based on the result of this consultation, Shere Parish Council will put forward a proposal to Surrey Highways.

Also **Agreed** to ask Surrey Highways for an estimation of costs and timescale for 'Stopping Up', if the proposal is supported by the community.

All members of the public left the meeting

21.88 **[Interim Internal Audit Report 2021/2022](#) – Received and Noted** report (Appendix 1) of the interim audit conducted remotely during September 2021. No recommendations were made and the Clerk was congratulated on a clear report.

21.89 Finance matters

- a) **Approved income of £80,913.58 and expenditure of £36,551.56** for the month ended September 2021 (Appendix 2)
- b) **Noted** bank reconciliations and statement balances for month ended September 2021 (Appendix 3) Councillor M Keeble enquired about Boom Credit Union and Councillor C Carlisle asked for an item to be added to the Finance Committee Agenda, to consider transferring more funds to the credit union
- c) **Noted** income and expenditure against budget and earmarked reserves to end of September 2021 (Appendix 4)
- d) **Noted** VAT expenditure for September 2021 (Appendix 5)

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

- a) The Square, Shere to consider asking SCC to consider the process to permanently close the road '[Stopping Up](#)', where the social distancing barriers had been placed – to form a pedestrian area – discussed earlier in the meeting
- b) To consider request to use an [All-Terrain Vehicle \(ATV\) on Parish Council land](#) in an emergency to access casualties, by Philip Morris a registered volunteer CFR (Community First Responder) and co-volunteer Matthew Atkinson – discussed earlier in the meeting
- c) Shere Car Park:
 1. **Noted** receipt of emergency grant aid from GBC and feedback on quotes and specification from GBC.
 2. **Agreed** contractor Axtell to resurface the complete driving area and **Agreed** the breakdown of the funds required from the budget and reserves (Road Traffic Regulations Act 1984 ss 57, 63) as follows (subject first to new lease/title on the car park):

Axtell Cost	£34,230		£34,230
GBC Grant Aid		£9,846	-£9,846
EMR 331 Shere Car Park		£10,000	-£10,000
EMR 335 Shere Pool Vire		£10,000	-£10,000
EMR 330 Projects Contingency Vire		£2,500	-£2,500
EMR 327 Parish Maintenance		£1,884	-£1,884
			£0
Totals	£34,230	£34,230	£0

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- d) [Calendar of meetings January – end April 2022](#) – **Agreed** the revised Parish Council’s proposed meetings calendar until end of current Council year. **Noted** that the next calendar of meetings will go from May 2022 to April 2023.
- e) [Street Party Shere grant application](#) – **Agreed** £150 grant request from North Ward Funds [for road closure in October](#) but asked that any further requests are made to council prior to paying the fee and obtaining the license.
- f) Shere Well – **Noted** the transfer of title is progressing and **Agreed** to suspend Financial Regulations for this item only due to the specialist nature of the works required and **Agreed** M Etheridge as contractor at a cost of £9,450 – works not to begin until after the transfer of the title has been completed.

21.91 **Police Matters** - to consider any matters that need to be brought to the attention of the Police – **None**

21.92 **Clerk’s Report** (for noting, delegation to the Clerk or inclusion on the next agenda) – **Nothing to report**

21.93 **Date of next meeting:** Tuesday 9th November 2021 at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF

Meeting Closed 8.55pm