



**Shere Parish Council**  
*Serving the villages of Gomshall,  
Holmbury St. Mary, Peaslake, Shere and  
a large part of Abinger Hammer*

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**General Purposes Committee Meeting  
Tanyard Hall - Thursday 21<sup>st</sup> October 2021, 7pm**

**MINUTES**

21/GP24	<b>Present – Councillors C. Carlisle, B. Andrews, B. Grover, C. Brooke, R. Davey, R. Smith &amp; G. Reffo. Clerk &amp; RFO – S. Hoyland Assistant Clerk – S. Robins</b>
21/GP25	<b>Apologies – Councillors P. Carter &amp; M. Taylor-Cotter.</b>
21/GP26	<b>Declaration of Disclosable Pecuniary Interests (DPIs) Declarations by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464) – None.</b>
21/GP27	<b>Approval of the Minutes of the General Purposes Committee held on Thursday 29<sup>th</sup> July 2021 – Approved and signed as a correct record.</b>
21/GP28	<b>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE – None present.</b>
21/GP29	<b>Finance - to receive a report from the Clerk &amp; Responsible Financial Officer – A short address was given by the Clerk &amp; RFO.</b>
	<b>Health and Safety:</b>
21/GP30	<b>None.</b>
	<b>Land &amp; Property Maintenance:</b>
21/GP31	<b>Crest Hill Bus Stop Shelving – to consider quote of £180 exc. VAT from G. Rapley to fit lower shelves for children to access, from Peaslake ward funds.</b> <ul style="list-style-type: none"><li>• <b>It was AGREED to confirm the quote from G. Rapley for £180 exc. VAT to be paid from Peaslake ward funds.</b></li></ul>
21/GP32	<b>Replacement Bollards, Tanyard Hall – to note broken bollards and to consider quotes for replacements in the next financial year.</b> <ul style="list-style-type: none"><li>• <b>It was AGREED to defer this item for a future meeting or if the parking problem deteriorates in the future.</b></li></ul>
21/GP33	<b>Swimming Pool Path – to consider quote of £520 exc. VAT from G. Rapley to raise the soil alongside the new path, and to confirm if the works should be carried out before or after the new changing rooms are installed.</b> <ul style="list-style-type: none"><li>• <b>It was AGREED to confirm the quote of £520 exc. VAT from G. Rapley to be funded from Parish Maintenance EMR, and for works to be carried out in Spring 2022.</b></li></ul>
21/GP34	<b>Structural Survey Priority Works – to consider quotes from G. Rapley on ‘priority 2’ items.</b> <ul style="list-style-type: none"><li>• <b>It was AGREED to confirm the quotes from G. Rapley as mentioned in the report, for the following items:</b></li></ul>

	<ul style="list-style-type: none"> <li>○ Exterior works at £510 exc. VAT</li> <li>○ Surface water drainage works at £380 exc. VAT</li> <li>○ Exterior step painting at £20 exc. VAT</li> </ul> <ul style="list-style-type: none"> <li>● It was <b>AGREED</b> for the Assistant Clerk to get quotes for hot water issues in toilets and the kitchen and to review the other outstanding items in the report at the April 2022 General Purposes meeting.</li> <li>● It was further <b>AGREED</b> for the Assistant Clerk to contact J. Hutton to advise on the corrosion of the steel beam adjacent to the bridge in Tanyard Hall car park.</li> </ul>
21/GP35	<p><b>Tillingbourne Silt Clearance, Gomshall</b> – to consider quotes from contractors on clearance of silt from the section of stream between Goose Green bridge and The Compasses Inn.</p> <ul style="list-style-type: none"> <li>● It was <b>AGREED</b> to confirm the quote from G. Rapley and recommend to Council the quote of £2,600 exc. VAT, to carry out works to the area of stream maintained by Shere Parish Council. The Assistant Clerk is to send a separate quotation to Cavey Laboratories for their section of the stream, to be confirmed and agreed by email before works are carried out.</li> <li>● It was <b>AGREED</b> for the Assistant Clerk to contact the manager at The Gomshall Mill to confirm if they are aware of how to divert the water course and manage the water system in the building.</li> <li>● It was further <b>AGREED</b> to put the clearance of vegetation in this section of the stream, onto a regular maintenance schedule.</li> <li>● The Assistant Clerk is to contact the scouts to request that they clear the ditch they are responsible for at Goose Green.</li> </ul>
21/GP36	<p><b>Employment of Caretaker/Maintenance Staff</b> – to consider employing someone part time to replace current contractors, to carry out small maintenance jobs and daily opening of the public conveniences in Shere.</p> <ul style="list-style-type: none"> <li>● It was <b>AGREED</b> to look into a self-employed contractor to use as and when smaller maintenance jobs are required.</li> <li>● Councillor G. Reffo suggested asking a neighbouring business to assist in the daily opening of the public toilets in Shere.</li> </ul>
21/GP37	<p><b>Tender Documents for Contracts</b> - To note that the tender documents will be sent out for review after this meeting and discussed at the January 2022 council meeting.</p> <ul style="list-style-type: none"> <li>● <b>Noted.</b></li> </ul>
<b>Playground Matters:</b>	
21/GP38	<p><b>Playground Inspections</b> – to note reports and ‘moderate risk’ items:</p> <ul style="list-style-type: none"> <li>● Shere Playground</li> <li>● Millennium Playground (Gomshall)</li> <li>● Holmbury St. Mary Playground</li> <li>● Peaslake Playground</li> <li>● Tower Hill Playground</li> <li>● To consider quote from Raddi Ramps of £250 - £300 exc. VAT for replacement of rotting timbers on skate ramp.</li> <li>● The reports were noted and it was <b>AGREED</b> to confirm the quote from Raddi Ramps of £250-£300 exc. VAT to replace the timbers on the skate ramp.</li> </ul>
<b>Local Highway Work &amp; Highways Issues:</b>	
21/GP39	<p><b>Double Yellow Lines, Station Road</b> – to consider the request from a local resident to install double yellow lines on the bend outside Tannery Cottages, Station Road, Gomshall.</p> <ul style="list-style-type: none"> <li>● It was <b>AGREED</b> for the Assistant Clerk to send a response to the resident regarding the plan being sent to Surrey County Council, and confirming the request will be added to the list as a recommendation.</li> </ul>
21/GP40	<p><b>London Lane Humps</b> – to consider removal of the concrete humps on the lane as they are causing large amounts of water to collect which do not drain away.</p> <ul style="list-style-type: none"> <li>● It was <b>NOT AGREED</b> to remove the humps as they still prevent silt from flowing down London Lane, and slow the flow of water.</li> </ul>

21/GP41	<p><b>Radnor Road Water Run Off</b> – to consider quote of <b>£650 exc. VAT</b> from G.Rapley to dig out part of the verge along Radnor Road.</p> <ul style="list-style-type: none"> <li>• <b>It was AGREED to defer this item to the next meeting once more information is acquired on the issue and the landowner is identified.</b></li> </ul>
<b>Other:</b>	
21/GP42	<p><b>Christmas Lighting</b> – to consider quotes for better quality lighting for Shere and Gomshall.</p> <ul style="list-style-type: none"> <li>• <b>It was AGREED to purchase 30m of battery-operated fairy lights for use on the Christmas tree in Gomshall, at £58.33 exc. VAT.</b></li> </ul>
21/GP43	<p><b>Inners for Bins, Shere Stream</b> – to consider quotes for larger inners for wooden bins next to Shere Stream.</p> <ul style="list-style-type: none"> <li>• <b>It was AGREED to purchase four 84 litre metal bin inserts for the wooden bins along the stream in Shere, at £62.49 exc. VAT each.</b></li> </ul>
21/GP44	<p><b>Clerk’s Report</b> (for noting, delegation to the Clerk or inclusion on the agenda) – <b>None.</b></p>
21/GP45	<p><b>Questions from Parish Councillors</b></p> <ul style="list-style-type: none"> <li>• <b>Councillor B. Grover asked about the location of our VAS. The Assistant Clerk confirmed it was in for repair and that the parish council is looking into a Community Speed Watch volunteer to move it more regularly to all villages, taking on the responsibility of the charging and data collection. The Assistant Clerk is to contact Surrey highways to suggest other possible locations. It was suggested to purchase one VAS per village and to coordinate a Speed Watch team to manage the use of the parish council VAS.</b></li> </ul>
21/GP46	<p><b>Date of Next Meeting</b> – Thursday 27<sup>th</sup> January 2022, 7.30pm Tanyard Hall, 30 Station Road, Gomshall GU5 9LF.</p>