



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

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Tanyard Hall
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**General Purposes Committee Meeting
Tanyard Hall - Thursday 2nd February 2023, 7pm**

MINUTES

Present – Councillors M. Keeble, C. Brooke, P. Tompkins, P. Carter & C. Carlisle
Assistant Clerk – S. Robins
Clerk & RFO – S. Hoyland

22/GP35	Apologies – Councillors M. Taylor-Cotter, R. Smith, R. Davey & G. Reffo
22/GP36	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.
22/GP37	Approval of the Minutes of the General Purposes Committee held on Thursday 13 th October 2022. – Approved and signed as a correct record.
22/GP38	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE – None present.
22/GP39	Finance - to receive a report from the Clerk & Responsible Financial Officer. – Received.
Health and Safety:	
22/GP40	Risk Management & Health & Safety Policies – to review and recommend to council. – Both policies were reviewed and it was AGREED for the Assistant Clerk to enquire that we had adequate insurance for our risk assessments. It was AGREED to recommend to council after enquiries have been made.
22/GP41	No Littering Signs – to agree on wording for signage (Agreed at Council Meeting held on 10 th January 2023, Item 22.96 (a) to purchase two signs at £250 exc. VAT). – It was AGREED to use the wording ‘Please Do Not Litter’ and to place the order for two signs at £250 exc. VAT, to include graphics. The Assistant Clerk is to ask for suggestions on initial placements from The Garbage Gang.
22/GP42	Spare Defibrillator Pads – to consider recommendation from SECAMB to purchase four spare sets of pads for the defibrillators at £165 exc. VAT each. – It was AGREED to purchase four sets of pads at £165 exc. VAT each. C. Carlisle asked if a CPR training course could be arranged for councillors and locals through the British Heart Foundation. C. Brooke suggested publishing a link to a CPR training video in the parish magazine. It was AGREED the Assistant Clerk would make enquiries into holding a CPR session at the hall and recommend to council.

22/GP43	VAS Risk Assessment – to review and recommend to council to adopt. – AGREED to recommend to council.
Land & Property Maintenance:	
22/GP44	Bench replacement by OFS – to consider quotes for a replacement bench, to be funded using the donation from The Gardening Society, and the remaining balance from North Ward funds. – It was AGREED to recommend to council to purchase a 6’ Classic Bench, from Classic Memorial Benches to include engraving, fixings and delivery at £1,042.50 exc. VAT.
22/GP45	Hazel Tree Coppicing, Little Goose Green – to consider the request from a neighbour of Little Goose Green, to coppice the trees encroaching over the property boundary. – AGREED.
22/GP46	Replacement Heaters, Tanyard Hall – to consider the quote from AEL Electrical, for two oil filled heaters to replace two broken storage heaters. – It was AGREED for the Assistant Clerk to look into alternative quotes for mobile electric heaters.
22/GP47	Tanyard Hall Solar Panels – to note an update. – Item 22/GP53 was brought forward on the agenda. <ul style="list-style-type: none"> ○ M. Keeble gave an update on the status of installing EV chargepoints in Shere car park. ○ B. Andrews confirmed the electricity source from Holmbury Village Hall is not currently suitable for charging EV points, and would need upgrading. ○ Further research is required to look into solar panelling for Shere Village Hall and Tanyard Hall.
Playground Matters:	
22/GP48	Playground Inspections – to review and note items for action. – The Assistant Clerk reported on items that have since been repaired or assessed as per the recommendations. The following further actions were AGREED: <ul style="list-style-type: none"> ○ Millennium Playground – The Assistant Clerk is to ask G. Rapley to sand any rough areas of wood on equipment. ○ Peaslake Playground – Item 22/GP49 was brought forward on the agenda. It was agreed for the Assistant Clerk to obtain updated quotes for a replacement play tower to review at the April GP meeting and to check with G. Rapley if it should be decommissioned. ○ Shere Playground – The Assistant Clerk is to ask G. Rapley to check the play tower for rot.
22/GP49	Peaslake Play Tower – to note risks mentioned in the inspection report, and consider using the grant aid received from Guildford Borough Council to replace the equipment as it is nearing end of life. – Discussed under item 22/GP48.
Local Highway Work & Highways Issues:	
22/GP50	Peaslake Ditches & Shared Space Scheme – to review the inspection report on Peaslake ditches and recommended actions, and receive an update on site visits with Soe Hein from Highways & Bob Hughes. – The Assistant Clerk gave an update on the site visits with Soe Hein and Bob Hughes. The following ditches were reviewed for action on the inspection report: <ul style="list-style-type: none"> ○ Ditches 1-4 – Agreed on recommended actions. ○ Ditches 5-6 – To request for Surrey County Council to issue a notice to the landowners. ○ Ditch 7 – To monitor.
22/GP51	Tree/Hedge Encroachment – to consider if future requests for cutting back overgrowth encroaching onto the highway, should be directed to Surrey County Council or the parish council office. To discuss how to manage requests regarding encroachment on private roads. – It was AGREED to forward all future requests concerning pavements and highways to Surrey County Council. All requests regarding encroachment on private roads should be reported directly to a Residents Association or the landowner.

It was further **AGREED** that information on how to report encroachment to Surrey County Council would be published in the next parish magazine.

Other:

22/GP52

Shere Village Hall Notice Board – to consider a Shere Parish Council panel to be added to the new notice board for Shere Village Hall. – **It was AGREED to recommend to council to use North Ward funds towards half of the cost of purchasing an extra panel for the notice board, in the next financial year. Should the parish council require any further space, an agreement could be made with Shere Village Hall in the future.**

22/GP53

EV Chargepoints for car parks – to note an update. – **Discussed under item 22/GP47.**

22/GP54

Questions from Parish Councillors – for noting for next agenda.

- **P. Tompkins suggested more fruit trees could be planted on Little Goose Green, funded by the local community.**
- **C. Brooke mentioned a traffic calming surface called Rippleprint which may be useful for future schemes.**

22/GP55

Date of Next Meeting – Thursday 27th April 2023, 7.30pm at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF. – **It was AGREED for the Assistant Clerk to send alternative dates to the committee, taking into consideration the advice from SALC on holding meetings during the pre-election period.**
