

Shere Parish Council



1<sup>st</sup> June 2023

All Members of Shere Parish Council are hereby summoned to attend the **Shere Parish Full Council Meeting** to be held **7.30pm Thursday 8<sup>th</sup> June 2023 at Tanyard Hall 30 Station Road, Gomshall GU5 9LF** for the purpose of transacting the business specified on the agenda below.

DocuSigned by:  
*Suzanne Hoyland*  
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Suzanne Hoyland  
Clerk to the Parish Council

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**FULL COUNCIL AGENDA**  
**Thursday 8<sup>th</sup> June 2023**

- 23.29 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972)**
- 23.30 Approval of the Minutes of the Annual Council meeting held on [16<sup>th</sup> May 2023](#)**
- 23.31 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)
- 23.32 Brief Report from Surrey County Council (SCC) Councillor on matters from Surrey County Council affecting Shere Parish**
- 23.33 Brief Report from Guildford Borough Council (GBC) Councillors on matters from Guildford Borough Council affecting Shere Parish**
- 23.34 Questions or requests from members of the public to the Council in relation to the business on the agenda or future items for discussion**
- 23.35 Finance matters**
- a) Approval of [Lloyds income of £1,597.19 and Lloyd's expenditure of £12,267.44 for May 2023](#) (Appendix 1) Approval of [Lloyds Credit Card cashbook transfer of £337.68 and expenditure of £22.02 for May 2023](#) (Appendix 2)
  - b) To note bank reconciliations and statement balances (including credit card) for month ended May 2023 (Appendix 3)
  - c) To note [income and expenditure against budget](#) and [earmarked reserves](#) to end of May 2023 (Appendix 4)
  - d) To note [VAT expenditure for May 2023](#) (Appendix 5)
  - e) Church of St Mary the Virgin, Holmbury St Mary – to receive [annual accounts](#) and consider a [grant application](#) and [Churchwardens Report](#) for half the costs of churchyard maintenance for 2022 - £3,512.50 (Local Government Act 1972 s.214 (6))

**Shere Parish Council****23.36 Accounts for the year 2022/23**

- a) Internal Audit carried out 24<sup>th</sup> May 2023 - To receive and approve the [Internal Auditors Report](#) and [Accompanying Letter](#) (Appendix 6)
- b) To receive and approve the annual accounts 2022/23 (Appendix 7)
- c) Annual Return, [Annual Governance Statement 2022/23 \(Section 1\)](#) – to read & consider, approve and sign at the meeting (by the Chairman and Clerk) (Appendix 8)
- d) Annual Return, [Accounting Statements 2022/23 \(Section 2\)](#) – to receive, approve and sign at the meeting (by the Chairman) (Appendix 9)

**23.37 General Purposes Committee – to [receive minutes of the meeting on the 25<sup>th</sup> May 2023](#) and consider the following recommendations:**

- a) Peaslake Village Hall – Grant Application for extension and conversion of changing rooms – **Recommended £1,500** (to be spent in this financial year or returned to SPC unless permission received from SPC for extension) from Earmarked Reserves (EMR) South West Ward Funds. To review in October Finance meeting to consider a further amount if possible.
- b) Old Fire Station external repaint and repairs – **Recommended Martin & Co £5,104.17 ex VAT** from EMR Old Fire Station
- c) Vehicle Activated Sign (VAS) – **Recommended Message Maker £2,645 ex VAT** to be funded from Highways Budget Code and GBC Grant Aid £1,322.50
- d) Old School Room, Peaslake Handrail – **Recommended G Rapley £240 ex VAT** from Highways Budget Code
- e) Peaslake Play Tower Outdoor Play UK – **Recommended Portesham Tower 1200 metre fall with wooden bridge & steel legs £14,720 ex VAT** funded from EMR Playground Sinking Ground and GBC Grant Aid £5,930
- f) Dog Waste Bin, Holmbury St Mary Car Park – GBC suggested normal bin – to consider £200 purchase price and £340 per year, one empty per week.

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

- a) [Peaslake Farm Steering Committee Terms of Reference](#) – to review in light of new appointed members
- b) Fighting Climate Change with Local Council Action – short report from Councillor B Harrap on the course attended
- c) Peaslake Farm Fields – to receive update following meeting with SCC Flood Team

**23.39 Police Matters - to consider any matters that need to be brought to the attention of the Police.****23.40 Date of next meeting: 7.30pm Wednesday 5th July 2023 at Shere Village Hall, Gomshall Lane, Shere****23.41 Exclusion of the Public and Press (Public Bodies (Admission to meetings) Act 1960) – to exclude the public and press for the following item of business because of the confidential nature of the business to be transacted.****23.42 Peaslake Farm Development**