



**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 – Monday 11<sup>th</sup> September 2023, 7pm**

**MINUTES**

**Present – Councillors P. Tompkins, R. Smith, M. Keeble, G. Reffo, P. Carter & B. Andrews  
Assistant Clerk S. Robins**

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<b>23/GP22</b>	<b>Apologies – Councillors M. Taylor-Cotter, C. Carlisle &amp; R. Davey</b>
<b>23/GP23</b>	<b>Declaration of Disclosable Pecuniary Interests (DPIs)</b> Declarations by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464) – <b>None.</b>
<b>23/GP24</b>	<b>Approval of the Minutes</b> of the General Purposes Committee held on <b>Thursday 25<sup>th</sup> May 2023 – Approved and signed as a correct record.</b>
<b>23/GP25</b>	<b>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE –</b> <b>Two members of the public were present regarding item GP34 Land &amp; Tree Inspections, requesting use of the sewage recorder at Chantry Lane for Shere Dunk Club as it is our asset.</b>  <b>Item GP34 was brought forward on the agenda and two members of Shere Dunk Club addressed the committee.</b>
<b>23/GP34</b>	<b>Land &amp; Tree Inspections:</b> <ul style="list-style-type: none"><li>● <b>Use of Sewage Recorder, Chantry Lane –</b><ul style="list-style-type: none"><li>○ Subject to insurance coverage, it was <b>AGREED</b> to allow Shere Dunk Club use of the sewage recorder for storage, based on a six-month trial period. It was further <b>AGREED</b> to grant permission allowing them to restore the interior and outside seat subject to approval by the parish council.</li><li>○ S. Robins to check if the parish council insurance permits that this asset can be for public use.</li><li>○ M. Keeble to check if there is a suitable place to erect a plaque on its history.</li><li>○ Shere Dunk Club to provide the office with a key for the padlock.</li></ul></li><li>● <b>Land &amp; Tree Inspections –</b><ul style="list-style-type: none"><li>○ Items for action were noted and will be sent to G. Rapley to check and quote if necessary.</li><li>○ Holmbury St. Mary Pavilion – B. Andrews to request that Belmont School restore the pavilion as per the lease agreement. The parish council is to inspect upon completion.</li><li>○ Japanese Knotweed &amp; Balsam – reports of Knotweed and Balsam within the parish to be sent to G. Rapley for removal.</li></ul></li></ul>

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	<ul style="list-style-type: none"> <li>• <b>Dorking Wanderers, Leasing of Goose Green – It was AGREED to ask Dorking Wanderers to present a proposal on leasing the pitch at a future meeting.</b></li> </ul>
<b>23/GP26</b>	<b>Finance - to receive a report from the Clerk &amp; Responsible Financial Officer - The report was presented to the committee – no questions were raised.</b>
	<b>Health and Safety:</b>
<b>23/GP27</b>	<b>None.</b>
	<b>Land &amp; Property Maintenance:</b>
<b>23/GP28</b>	<b>Tanyard Hall EV Chargepoints – Councillor M. Keeble to provide an update – M. Keeble gave an update on research and a quote for a dual charge point. It was AGREED to defer this item to a future meeting to review and discuss funding of the project once Shere Village Hall charging points are in place.</b>
<b>23/GP29</b>	<b>The Compasses Notice Board – to determine if this is our asset as it is not listed on our Asset Register, and not currently used – It was AGREED to remove the board unless it is being used by the community. S. Robins to check.</b>
<b>23/GP30</b>	<b>External Repairs for OFS Toilets –</b> <ul style="list-style-type: none"> <li>• to agree and recommend to council the extra cost of <b>£1,000 inc. VAT</b>, for the OFS repairs. <ul style="list-style-type: none"> <li>○ <b>It was AGREED and recommended to council, the extra cost of £1,000 exc. VAT for the external works.</b></li> </ul> </li> <li>• to consider quotes for replacing the OFS front doors, subject to listed building consent from Guildford Borough Council. <ul style="list-style-type: none"> <li>○ <b>It was NOT AGREED to replace the doors at this time, until a future date when internal refurbishments can be completed at the same time.</b> <b>S. Robins is to ask the contractor how long the temporary cladding will last.</b></li> </ul> </li> </ul>
<b>23/GP31</b>	<b>Internal Works for OFS Toilets – to consider quotes to refresh the inside of the toilets – S. Robins is to get further quotes for a full internal refurbishment to include charging facilities from a company that can provide a data collection feature.</b> <b>It had been suggested previously that a sum from the Peaslake Capital Fund could possibly be used towards the toilet refurbishment. S. Robins will check to see if it falls within the definition of Capital Fund uses.</b>
<b>23/GP32</b>	<b>Bus Shelters – to note that G. Rapley is assessing the condition of our bus shelters and will quote for repairs – Noted.</b>
<b>23/GP33</b>	<b>Paving in Tanyard Hall Garden – to consider using the 2022/23 grant aid from Guildford Borough Council to go ahead with the paving works discussed at the July 2021 GP Meeting – It was AGREED to request a one-year extension to the Guildford Borough Council grant aid and review at a future GP meeting. S. Robins to discuss the project with J. Duffy to assess if we should still proceed.</b>
<b>23/GP34</b>	<b>Land &amp; Tree Inspections – to review and agree on any items for action – This item was brought forward on the agenda.</b>
<b>23/GP35</b>	<b>High Risk Tree Register – to review and agree on any items for action – S. Robins is to ask G. Rapley to quote for tree works and provide a time frame on completion before the winter months.</b>
<b>23/GP36</b>	<b>OFS Cleaning – to consider looking into alternative commercial cleaners, should the cleaning fail to improve – It was AGREED for S. Robins to research other commercial cleaning companies and check with the local pubs for any recommendations.</b>
	<b>Playground Matters:</b>
<b>23/GP37</b>	<b>Annual Playground Inspections – to note that they are due to take place next month – Noted.</b>

<b>Local Highway Work &amp; Highways Issues:</b>	
<b>23/GP38</b>	<p><b>New VAS</b> – to note that it will be erected along Pursers Lane, Peaslake – <b>Noted.</b></p> <ul style="list-style-type: none"> <li>○ <b>G. Reffo commented on the unreasonable service experienced from Surrey Highways, relating to long standing highways issues in Peaslake.</b> It was <b>AGREED</b> for <b>S. Robins</b> to ask Clerks from neighbouring parishes for their views to assess if further action should be taken. <b>S. Robins</b> is to send a list of outstanding requests to Surrey Highways and ask for an explanation as to why they have not been completed.</li> <li>○ <b>B. Andrews requested a site for a VAS in Holmbury, to be placed at the Abinger end of the village subject to agreement by the Surrey Highways Traffic Officer. S. Robins to request for this and add to the VAS rota.</b> <b>S. Robins</b> to check where the Shere Parish Council speedwatch equipment is.</li> </ul>
<b>Other:</b>	
<b>23/GP39</b>	<b>New Bin for Swimming Pool Field</b> – to consider quotes – <b>It was AGREED to recommend to council to purchase one Double Iroko Hardwood Bin to include ground fixings and delivery, from Kingfisher Direct for £1,204.98 exc. VAT. To be funded from the Parish Maintenance fund - £622.48 and Guildford Borough Council grant aid - £582.50.</b>
<b>23/GP40</b>	<b>Bin by Holmbury Village Pump</b> – to discuss further, as Guildford Borough Council have said they will not reinstate it due to lack of use – <b>S. Robins to obtain a quote for a replacement bin including emptying costs from Guildford Borough Council.</b>
<b>23/GP41</b>	<b>Memorial Bench Application</b> – to consider suggestions of the location and to decide if we wish to maintain a bench that is not on our land, subject to landowner permission – <b>It was NOT AGREED, as permission and maintenance should be agreed to by the landowner.</b>
<b>23/GP42</b>	<b>Questions from Parish Councillors</b> – for noting for next agenda – <b>None.</b>
<b>23/GP43</b>	<b>Date of Next Meeting</b> – Thursday 25 <sup>th</sup> January 2024, 7.30pm at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF – <b>AGREED.</b>