

Shere Parish Council



FULL COUNCIL MINUTES Thursday 5th October 2023

Present: Councillors R Davey (Chairman), C Carlisle, P Tompkins, B Harrap, G Reffo, J Cross, W Esplen, B Andrews and R Smith
Guildford Borough Council (GBC) Councillor D Newson
Surrey County Council (SCC) Councillor and Guildford Borough Council (GBC) Councillor B Hughes
Clerk & RFO S Hoyland
One members of the public

23.75 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – Councillors M Keeble and P Carter

23.76 Approved and Signed as a correct record - minutes of the Council meeting held on [6th September 2023](#)

23.77 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) – **Councillor J Cross** declared an interest, as member of the Parochial Church Council, item 23.84 (g) Old School Room Grant Application

23.78 Brief Report from Surrey County Council (SCC) Councillor on matters from Surrey County Council affecting Shere Parish. SCC & GBC Councillor B Hughes reported the following:

- Highways had approved the flood scheme for the sluice at the junction of Burchets Hollow and Pursers Lane, Peaslake and some works to Hound House Road in next year's budget
- Contact had been made with the Director in charge regarding the Queen Street fence, Gomshall repairs, which had been forgotten.
- Speed reductions are still progressing and the additional areas are still being pursued
- There will be a reduction in the speed on the A25 and he will confirm the exact area
- The relevant cabinet member will be pursued regarding the Peaslake Farm flood works as he had had no response from the flood works department
- The Kings Yard developer had put in an enforcement enquiry to their neighbour which was outrageous.
- Hollister Farm, Coombe Lane was being investigated as there had been reports of tree cutting, logging vehicles and demolition of barns

Chairman R Davey asked Councillor B Hughes to investigate the lack of lighted bollards (not replaced when hit) on the turning islands at the junctions with the A25 at Upper Street and Gomshall Lane, as there had been reports of near misses.

23.79 Brief Report from Guildford Borough Council (GBC) Councillors on matters from Guildford Borough Council affecting Shere Parish. GBC Councillor D Newson reported the following:

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- [Crowdfund Guildford](#) was available for community projects, although the funding was not available for parish councils. Clerk agreed to forward the information to councillors to share with residents
- GBC had stabilised their accounts in the medium term but although not confirmed it was unlikely that the Local Council Tax Support Scheme (LCTSS) would be available for parish councils in the next financial year
- [A3 Electric Vehicle funding](#) was available for businesses with vans using the A3 from the A31 Farnham Junction to the University of Surrey junction
- [Improvement of rural bus schemes](#) – it was hoped to expand the on-demand bus scheme to further rural areas

Chairman R Davey reported that the council had received notification that GBC would be charging for all bins collections for bins on parish council land from the next financial year. It was **Noted** that this would potentially be a huge cost to the parish council. GBC confirmed that they would be doing an audit to establish which bins this would apply to and that there would be an opportunity to remove some if appropriate. It was **Agreed** to do an internal audit of bins for the council's information.

23.80 Questions or requests from members of the public to the Council in relation to the business on the agenda or future items for discussion – One member of public was in attendance to hear the discussion regarding item 23.81 The Square. He said that he wanted a calm relaxing space which would be beneficial to the whole community.

23.81 The Square, Shere – to note the SCC Consultation took place on the 27th September 2023 – Chairman R Davey had circulated a draft letter to send to the Head of SCC Placemaking Team. The letter explained that the proposal was divisive in the village community and more extensive than the originally proposed scheme, which was the limited sectioning off, that had taken place through covid. It was also not what was envisaged by SCC Councillor B Hughes and most importantly that the village is residential, when the Placemaking Teams mission statement was as follows: 'coordinates and delivers cohesive place-led schemes to create high quality public realm in local towns for residents and visitors to enjoy while supporting local economic growth' **Agreed to send the letter and request under Freedom of Information Act for the following information:**

- What was the brief for the plans
- Who provided it
- Who did they speak to in The Square about it

GBC Councillor D Newson said that the process was badly communicated, some people were really angry and the people in The Square should have been consulted more. It was also remarked that the £25,000 could be used more effectively elsewhere.

Agreed a meeting with SCC Councillor B Hughes, the Placemaking Team and Shere Parish Council and that Councillor B Hughes would talk to the cabinet member in charge of Placemaking. Comments from Hillys Café would also be forwarded to all councillors.

23.82 Peaslake Farm Fields:

- a) Flood prevention works on the fields from SCC Flood and Climate Resilience Team – **Noted** SCC no longer want to pursue the project but as there had not been a conversation with Flood Works Team SCC B Hughes would chase.
- b) Resident's Proposal for the fields – to consider proposal if available – **Postponed until 7th November 2023 meeting**

23.83 Interim Internal Audit Report 2023/2024 – Received Report (Appendix 1) of the interim audit conducted in person 26th September 2023 and to considered and **Agreed** recommendations by the Auditor. The Clerk was thanked for a very good report.

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23.84 Finance matters

- a) **Approved** of Lloyds income of £96,922.38 (included second half pf precept), Lloyd's expenditure of £27,586.95 and Unity Trust Income of £277.90 (Appendix 2)
- b) **Approved** of Lloyds Credit Card cashbook transfer of £247.15 and expenditure of £318.47 for September 2023 Appendix 3)
- c) **Noted** bank reconciliations and statement balances (including credit card) for month ended September 2023 (Appendix 4)
- d) **Noted** income and expenditure against budget and earmarked reserves to end of September 2023 (Appendix 5). **Agreed** to use General Reserves for further expenditure of the Drop-in Centre as over £1,600 had been received as income for Drop-in but doesn't show on expenditure code.
- e) **Noted** VAT expenditure for September 2023 (Appendix 6) and **Noted** a VAT Claim for months 1-6 has been made (Appendix 7)
- f) Concurrent Functions Grant Aid – **Noted** [announcement by GBC of the removal of Grant Aid](#) and to receive [Grant Aid report](#) on outstanding works which will be honoured. To consider carrying out the paving works for Tanyard Hall – **Agreed** to carry out paving works, as not to lose the grant aid.
- g) Old School Room, Peaslake – to consider grant application of £8,000 towards wheelchair access – **Not Agreed for Current Financial Year but would be consider during Finance Budget setting meeting for next year.**
- h) Automated External Defibrillator (AED):
 - **Noted** budgeting for replacement units as the current ones are no longer supported and parts will become unavailable, as stocks are used up. New AEDs approximately £1,000 per unit and £600 for heated external cabinet
 - **Agreed** asking local businesses and individuals for a contribution towards the cost, to encourage community involvement

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

- a) Overflow parking potential at Walking Bottom Carpark – **Noted** the opening of the new overflow car park for 15 cars by Friends of the Hurtwood (FoTH) and that the council welcomes further updates in due course. It was also **Noted** that there was a community initiative to inform the public of other carparks on the Hurtwood.
- b) [Surrey Green Agenda PowerPoint Presentation](#) – **Received** an update from Councillor B Harrap and to consider actions – **Agreed** no specific climate plan for Shere at the moment not due to a lack enthusiasm but due to a lack of practical effect. However, **Agreed** to spread the message for individual actions on the website and social media and continue an ongoing conversation with Albury Parish Council and make changes where possible. **Agreed** to promote [Terracycle](#) in Guildford, to recycle the hard to recycle packaging. It was **Noted** that SCC had removed climate change as a top 10 priority on their website.
- c) Shere Car Park – **Noted** filing of the adjudication submission, regarding charging visitors in the car park. The timescale was 42 days and a decision would be made by the 7th November 2023 – **Agreed** to add it to the November agenda

23.86 General Purposes Committee Meeting – [Received the minutes](#) from the meeting on the 11th September 2023 and to considered the following recommendations:

- Old Fire Station extra external works cost (not including doors) £1,000 ex VAT - **Agreed**
- 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 GBC Grant Aid £582.50 – **Postponed** until after the GBC Bin review

Councillor G Reffo disputed the wording of the minutes regarding the Peaslake Highway works which had been reported to SCC. It was reported that requests had been closed down by the Highways engineer and incorrect statements made regarding flooding at Crest Hill and line markings. Works

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were not being undertaken or even scheduled – **Agreed** site meeting with Highways and SCC Councillor B Hughes to discuss all the issues in person. As it was believed that writing would not achieve the required outcome.

23.87 Policies – to review the following policies and consider re-adopting:

- a) [Emergency Plan, with Schedule of Risks and Implications for Different Emergencies](#) – **Agreed and Readopted**

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

23.89 Date of next meeting: 7.30pm Tuesday 7th November 2023 at Holmbury St Mary Village Hall, Felday Glade, Holmbury St Mary RH5 6PG – Noted

Meeting Closed 9.12pm