

Shere Parish Council



31st October 2023

All Members of Shere Parish Council are hereby summoned to attend the **Shere Parish Full Council Meeting** to be held **7.30pm Tuesday 7th November 2023 at Holmbury St Mary Village Hall Felday Glade, Holmbury St Mary RH5 6PG** 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

FULL COUNCIL AGENDA
Tuesday 7th November 2023

- 23.90 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972)**
- 23.91 Approval of the Minutes of the Annual Council meeting held on [5th October 2023](#)**
- 23.92 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)
- 23.93 Brief Report from Surrey County Council (SCC) Councillor on matters from Surrey County Council affecting Shere Parish**
- 23.94 Brief Report from Guildford Borough Council (GBC) Councillors on matters from Guildford Borough Council affecting Shere Parish**
- 23.95 Questions or requests from members of the public to the Council in relation to the business on the agenda or future items for discussion**
- 23.96 The Square, Shere – To note any updates**
- 23.97 Peaslake Farm Fields:**
 - a) Flood prevention works on the fields from SCC Flood and Climate Resilience Team – to note any further communication
 - b) Resident’s Proposal for the fields – to consider proposal if available
- 23.98 Finance matters**
 - a) Approval of Lloyds income and expenditure for October 2023 (Appendix 1)
 - b) Approval of Lloyds Credit Card cashbook transfer of £318.47 and expenditure for October 2023 (Appendix 2)
 - c) To note bank reconciliations and statement balances (including credit card) for month ended October 2023 (Appendix 3)

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- d) To note income and expenditure against budget and earmarked reserves to end of October 2023 (Appendix 4)
- e) To note VAT expenditure for October 2023 (Appendix 5)
- f) To note VAT claim for £11,596.15 has been received
- g) To Ratify the payments of £1,750 for solicitors' fees and £360 for disbursements for the adjudication regarding Shere Car Park Charging
- h) To consider using General Reserves for highways works until the end of the financial year up to a limit of £1,300 over budget as the Vehicle Activated Sign went through the Highways code and Grant Aid was received for £1,300
- i) To consider using General Reserves for Drop-in Centre until the end of the financial year as Drop-in income is projected to be £2,877
- j) To consider [Level 3 Award in Education and Training](#) for Drop-in Coordinator £225 from remaining budget £90 from General Reserves
- k) To Ratify £1,020 ex VAT from remaining budget and General Reserves for emergency tree works on Peaslake Farm and to consider using General Reserves for any future tree works needed until the end of the financial year
- l) To Agree to begin the process of rent review with Felbury House

23.99 Finance Meeting – To [receive and approve the minutes \(Appendix 6\)](#) and consider the following recommendations:

- a) To agree adjudicator fees for Shere Car Park Charging of up to £5,000 from General Reserves and further solicitor fees of approximately £1,750 from General Reserves
- b) To agree to carry out Shere car park driving surface repairs before the end of the financial year costing £39,120 using funds from EMR Shere Car Park and £10,303 grant aid from GBC, subject to any monies collected via voluntary donations
- c) To agree up to £1,500 grant from North Ward Funds for the provision of Christmas lights by the businesses in Shere and a separate tree and lights for Gomshall (provided by the council contractor at a cost £410 ex VAT)
- d) To adopt of the [draft budget 2024/25 \(Appendix 7\)](#)
- e) To agree the precept for 2024/25 be set at [£214,700 \(Appendix 8\)](#). Representing (on a Band D property) a weekly increase of 35p. The increase reflected the loss of Guildford Borough Council (GBC) Local Council Tax Support Scheme (LCTSS), GBC future Concurrent Functions Grant Aid, the charge being instigated for emptying bins on parish council land by GBC and general increase of costs.

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

- a) Shere Car Park – to note update on the adjudication submission, regarding charging visitors in the car park
- b) Holmbury St Mary Car Park – to consider charging for exclusive use of car park for weddings and large events
- c) Peaslake Farm – to Ratify request for an extension to the longstop to the end of February 2024 due to a delay with GBC
- d) Peaslake Planters - to consider [quotes for replacing them](#)
- e) To consider [response made](#) regarding the expansion of [Gatwick Airport Northern Runway](#) and to agree any amendments if necessary
- f) To consider repairs to the roller ball in Shere play area at a cost of £2,037.86 ex VAT

23.101 Police Matters - to consider any matters that need to be brought to the attention of the Police.

23.102 Date of next meeting: 7.30pm Thursday 11th January 2024 at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF