

Shere Parish Council



FULL COUNCIL AGENDA Tuesday 7th November 2023

Present: Councillors R Davey (Chairman), M Keeble, C Carlisle, P Tompkins, B Harrap, G Reffo, J Cross, B Andrews, J Hutton 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
Three members of the public

23.90 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – Councillors P Carter, M Taylor Cotter and W Esplen

23.91 Approval of the Minutes of the Annual Council meeting held on [5th October 2023](#) - Approved and Signed as a Correct Record

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) – **None**

23.93 Brief Report from Surrey County Council (SCC) Councillor on matters from Surrey County Council affecting Shere Parish - SCC Councillor B Hughes reported the following:

- The culvert and Flooding in Gomshall had been reported to the Environment Agency and a letter would also be forthcoming to the Environment Agency from MP Jeremy Hunt and hopefully MP Paul Beresford. Chairman R Davey thanked him for his speedy action
- Hollister Farm was still being investigated over reports of unauthorised tree felling and burning of materials possibly containing asbestos
- The Thames Water outage was serious but Shere Parish Council area was luckily unaffected
- GBC were taking enforcement action on a neighbouring property to Kings Yard, which was deemed to be unnecessary

A member of the public asked if SCC would take action with the Gomshall culvert if the Environment agency would not and would immediate action take place, while a longer solution was sorted. SCC Councillor B Hughes replied he was talking to the relevant team in the next week to see if there was a possible temporary fix.

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

- Requested that GBC challenged Thames Water over the outage which left 12,000 – 13,000 people without water due to heavy rain and believed the infrastructure and communication needed improvement.
- The planning application was amended for Kinghams restaurant, as it was not about windows.
- GBC had balanced its budget for this year but further work was needed for the forthcoming years. Many councils were in the same position but the collaboration with Waverley was beneficial.

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- The planning Department results had improved
- There had been no official news on the Local Council Tax support Scheme Grant (LCTSS) and that it would be chased

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 – No Questions

23.96 The Square, Shere – To note any updates. A reply to the letter from the council to SCC had been received from Tim Crawshaw, Director of Planning & Placemaking on the 7th November and it was remarked that it did not answer the concerns the Parish Council had. It was reported that there would be a period of time to analyse the results of the public consultation. SCC Councillor B Hughes would meet with the Placemaking Team ahead of a meeting with the Parish Council to discuss the results. Chairman R Davey replied that there had been a lot of negative comments at the in-person consultation and it was clear that only businesses had been talked to ahead of the design phase. The design had been modelled based on access only if no cars were parked on the opposite side of The Square. It was also **Noted** that many residents thought that it was a waste of £25,000 which could be used better elsewhere. It was reiterated that this was SCC funds and not Parish Council funds. SCC Councillor B Hughes agreed that the design was far more extensive than he originally proposed and confirmed when asked, that he could veto the proposal. The freedom of Information Request was still ongoing, although it is believed that the proposal was pushed by SCC Councillor B Hughes after the initial request came from the late GBC Councillor R Billington.

23.97 Peaslake Farm Fields:

- a) Flood prevention works on the fields from SCC Flood and Climate Resilience Team – It was **Noted** that a site meeting was taking place on the 8th November 2023.
- b) Resident's Proposal for the fields – No proposal was available, **Postponed** until January 2024

23.98 Finance matters

- a) **Approved** Lloyds income of £20,217.26 and expenditure of £19,016.60 for October 2023 (Appendix 1)
- b) **Approved** Lloyds Credit Card cashbook transfer of £318.47 and expenditure of £325.11 for October 2023 (Appendix 2)
- c) **Noted** bank reconciliations and statement balances (including credit card) for month ended October 2023 (Appendix 3)
- d) **Noted** income and expenditure against budget and earmarked reserves to end of October 2023 (Appendix 4)
- e) **Noted** VAT expenditure for October 2023 (Appendix 5)
- f) **Noted** VAT claim for £11,596.15 has been received
- g) **Ratified** the payments of £1,750 for solicitors' fees and £360 for disbursements for the adjudication regarding Shere Car Park Charging
- h) **Agreed** use of 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) **Agreed** use of General Reserves for Drop-in Centre until the end of the financial year as Drop-in income is projected to be £2,877
- j) **Agreed** [Level 3 Award in Education and Training](#) for Drop-in Coordinator £225 from remaining budget £90 from General Reserves
- k) **Ratified** £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

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- l) **Councillor C Carlisle declared an interest. Agreed** to begin the process of rent review with Felbury House and to use to use the highest figure of RPI or CPI accumulated from 2010.

23.99 Finance Meeting – [Received and Approved the minutes \(Appendix 6\)](#) and consider the following recommendations:

- a) **Agreed** 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. It was **Noted** that the fees were greater than anticipated due to the number of papers on both sides over the understanding of the Agreement. The answer from the adjudicator would be available by the 15th November 2023 and would be circulated to Councillors. The answer if made would be binding. It was also **Noted** that the legal fees would be approximately £10,000 of public money but it was in the best interest of the community to pursue the project, with the aim to remove the burden to residents of paying car park repair and maintenance fees for visitors, which is financed through the Parish Council precept (money collected from residents through their council tax). Chairman R Davey **Reported** that there was a cost to providing services for visitors in addition to the car park, including maintaining public spaces, toilets, litter bins and benches all of which are paid for through the precept. The council continued to believe that charging in the car park is the appropriate way forward, to ensure income is available to cater for visitors and as the Trustees of Shere Recreation Ground are unwilling to charge, the adjudication and subsequent legal fees are necessary.
- 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 - **Postponed** until after the outcome of the adjudication, **Agreed** to add to January 2024 agenda.
- c) **Agreed** 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) **Agreed and Adopted unanimously** the [draft budget 2024/25 \(Appendix 7\)](#)
- e) **Agreed unanimously** 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 – **Noted as above (item 23.99 (a))** 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 – **Agreed** £300 and to let the committee of Holmbury St Mary village Hall know.
- c) Peaslake Farm – **Ratified** 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](#) – **Agreed** a budget of £1,000 for new planters with additional research to be carried out by Councillor G Reffo and the Clerk to find a local cheaper provider from a sustainable source
- e) **Agreed** [response made](#) regarding the expansion of [Gatwick Airport Northern Runway](#) with no amendments currently
- f) To consider repairs to the roller ball in Shere play area at a cost of £2,037.86 ex VAT – **Agreed** to postpone decision until after the playground inspections – Assistant Clerk to chase and distribute response

23.101 Police Matters - to consider any matters that need to be brought to the attention of the Police. It was **Noted** that a fire engine had again had a problem accessing a property due to inappropriately

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parked cars. **Agreed** to make a log of instances and ask for residents to report them to the parish council when they see them. Request would be added to the parish magazine report.

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

Meeting Closed 9.03pm