

Shere Parish Council



**FULL COUNCIL MINUTES**

**Tuesday 11<sup>th</sup> June 2024 Peaslake Village Hall, Walking Bottom, Peaslake GU5 9RR**

**Present:** Councillors R Davey (Chairman), M Keeble, P Tompkins, B Harrap, M Taylor-Cotter, J Cross, J Hutton, G Reffo and T Florent  
Clerk & RFO S Hoyland  
Approximately 100 members of the public

**24.30 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – Councillors W Esplen, B Andrews, R Smith and C Carlisle**

**24.31 Approval of the Minutes of the Council meeting held on [9<sup>th</sup> May 2024](#)**

**Councillor G Reffo requested the following changes:**

**Item 24.5 – Agreed** to add a note from Councillor G Reffo stating ‘this paragraph does not reflect what I said’

**Item 23.134 part of item 24.5 Approval of minutes 21<sup>st</sup> March 2024 – Agreed to replace wording** ‘replied it was not relevant and the leases had included the 10m strip in them and often flooded and had been waterlogged November to March’ with ‘proposed drawing on Councillor Florent’s words and stated that what Councillor T Florent had said and Councillor G Reffo had said was not correctly recorded.’

**Item 24.23 (b) - Agreed to replace** ‘Councillor G Reffo said GBC had lowered the number of allocated car spaces on the development from 16 to 8 spaces’ with ‘Councillor G Reffo said that GBC had reduced the car spaces from 16-12 and questioned the presumption that residents in Ewhurst Road want parking on the fields even if there is additional pressure, not least because of the risks of flooding (previously mentioned by members of the public).’

**Councillor T Florent requested the following changes:**

**Item 24.9 Agreed** - Lawbrook Lane to be changed to ‘Straight section on Lawbrook Lane’

**Item 24.23 (b) Agreed** - number of spaces changed; ‘16 to 12 spaces’

**Agreed and Signed as a Correct Record after the amendments above**

**24.32 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 in item 24.44 Shere Surgery Car Park**

**24.33 Brief Report from Surrey County Council (SCC) Councillor on matters from Surrey County Council affecting Shere Parish – Not Present**

**24.34 Brief Report from Guildford Borough Council (GBC) Councillors on matters from Guildford Borough Council affecting Shere Parish – Not Present**

**24.35 Questions or requests from members of the public to the Council** in relation to the business on the agenda or future items for discussion – **An extensive period of Questions/representations were asked/made by Members of the public regarding item 24.36 (b) and (c) Peaslake Farm Lease and the option for retained land and its potential uses – the majority of the residents present were**

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against use of the 10-metre strip for the build phase or for future car parking (if residents asked the council for this to be considered). The ability to plant trees on up to 30% of the holding was questioned and concerns were voiced over surface water.

Item 24.36 (c) was brought forward on the agenda and Voted on

- c) To consider motion from Councillor T Florent – “Subject to all other aspects of the lease being agreed by full council, does Shere Parish Council issue a lease to Coverwood Farm:
1. with no land being retained at all - **The vote had the following results - Yes 8 (no land retained) No 1 (land retained) therefore Agreed no land would be retained**
  2. with the strip being retained but only (if necessary) to store vehicles and machinery during the building phase of the affordable housing development (and provided always that it is reinstated to its original condition within one month of practical completion) - **No Longer Applicable given answer to 1 above**
  3. with the strip being retained for the following two purposes:
    1. (if necessary) to store vehicles and machinery during the building phase of the affordable housing development (and provided always that it is reinstated to its original condition within one month of practical completion), and
    2. to be used for parking if, in the future, a sufficient number of residents consider that on-street parking on Ewhurst Road has become a problem, in which case the council will consult residents on the matter and determine what action to take**No Longer Applicable given answer to 1 above**

Where the strip is the 10-metre-wide strip of land hashed in blue on the map.”

### 24.36 Peaslake Farm:

- a) Peaslake Farm Steering Committee – to [Receive and Approve minutes](#) and note the following:
- recommendation to full council to agree [Terms of Reference](#) - **Agreed**
  - [Progress report](#) following Teams meeting arranged by Surrey Community Action – **Received and Read Out** by Councillor T Florent
  - Procurement for new housing provider – **Received and Read Out** by Chair R Davey [advice from National Association of Local Councils \(NALC\)](#)
- b) Peaslake Farm Fields Paper released to community – Concern was raised again regarding trees could be planted on up to 30% of the holding – Tim Metson (Coverwood) replied that 30% was not necessary and Coverwood would be happy with 15% - **Agreed**. A member of public asked that if building was not taking place on the farmyard soon, could the area be tidied up – **Agreed**
- c) To consider motion from Councillor T Florent – Already voted on earlier in the agenda

**The meeting was paused to give residents the opportunity to leave if they wished.**

### 24.37 Finance Matters 2024/25

#### May 2024

- a) **Approved** of Lloyds income of £3,500.10, Lloyd’s expenditure of £13,171.11 for the month ended May 2024 ([Appendix 1](#))
- b) **Approved** of Lloyds [Credit Card cashbook](#) transfer of £134.25 and expenditure of £198.84 for May 2024 (Appendix 2)
- c) **Noted** bank reconciliations and statement balances (including credit card) for month ended May 2024 (Appendix 3)

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- d) **Noted** [income and expenditure against budget](#) and [earmarked reserves](#) to end of May 2024 (Appendix 4)
- e) **Noted** [VAT expenditure for May 2024](#) (Appendix 5)
- f) **Finance Committee Meeting** – to [Received and Approved minutes](#) (Appendix 6)

### 24.38 To consider the following items and agree resolutions where appropriate:

- a) Shere Car Park – update on first 10 days of charging – It was **Noted** that there had been a few teething problems (including showing the 30-minutes free) with the signage and software which were being altered but charging has been successful. Approximately 100 exemptions had been issued as per the agreed criteria. A member of the public asked why it wasn't possible to pay for all day prior to the start of charging in the morning – it was replied that you would be able to pay for the full nine hours when the software was updated and paying before the charging period would be investigated.
- b) To consider a letter to Holmbury St Mary Garage politely asking that no vehicles are stored on the memorial waste – **Agreed**. There was concern by several members of the public over the condition of the manorial waste, parking by the garage and cyclist vehicles on the manorial waste and parking on Holmbury Hill Road. **Agreed** to consult with SCC Councillor B Hughes.  
It was **Noted** that Holmbury St Mary residents were having a community meeting on the 27<sup>th</sup> June to discuss issues in the village, including traffic, parking and crime – Councillor C Carlisle had agreed to attend. Councillor G Reffo offered the contact details of police to request that a representative attends.

### 24.39 Human Resources (HR) Committee:

- a) **Agreed** Councillor B Andrews has stepped down from the committee and **Ratified** Councillor P Tompkins appointment to the committee
- b) **Delegated** the appointment for maternity cover to the HR Committee following interviews

### 24.40 Police Matters - to consider any matters that need to be brought to the attention of the Police. It was **Noted** that the Portal to report rural crime was effective – **Agreed** to send link to all councillors <https://www.surrey.police.uk/police-forces/surrey-police/areas/campaigns/suspicious-activity-portal/>

It was **Noted** that scammers are calling pretending to be the police and asking for personal information. It was reminded that Police would never ask for details.

### 24.41 Date of next meeting: 7.30pm Thursday 4th July 2023 at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF.

### 24.42 Exclusion of the Public and Press (Public Bodies (Admission to meetings) Act 1960) – Excluded the public and press for the following item of business because of the confidential nature of the business to be transacted.

### 24.43 Peaslake Farm Fields – to consider draft amendments to the lease as made by the Peaslake Farm Steering Committee – **Postponed** for whole lease to be reviewed by councillors

### 24.44 Surgery Car Park – **Agreed** proposal from Shere Surgery for enforcement for non-patient use and charging outside of surgery hours

### 24.45 Holmbury St Mary Football Pitch and Pavilion – to consider surrender of lease – **Agreed** and Assistant clerk to contact clubs interested in the site

Meeting closed 9.32pm