



## SHERE PARISH COUNCIL

### COUNCIL AGENDA

2<sup>nd</sup> October 2025

All Members of Shere Parish Council are hereby summoned to attend the **Shere Parish Council Full Council Meeting** to be held **7.30pm Thursday 9<sup>th</sup> October 2025 at Peaslake Village Hall, Walking Bottom, Peaslake GU5 9RR** 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

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### COUNCIL AGENDA

Thursday 9<sup>th</sup> October 2025

- 25.72 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972).
- 25.73 Approval of the Minutes of the [Council Meeting held on the 2<sup>nd</sup> September 2025](#).
- 25.74 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).
- 25.75 Brief Report from Surrey County Council (SCC) Councillor and Guildford Borough Council (GBC) Councillors on matters affecting Shere Parish.
- 25.76 Questions or requests from members of the public to the Council in relation to the business on the agenda or future items for discussion
- 25.77 [Interim Internal Audit Report 2025/2026](#) – to receive and approve report (Appendix 1) of the interim audit conducted in person 25<sup>th</sup> September 2025 and to [consider recommended amendment to Financial Regulations](#).
- 25.78 **Finance Matters 2025/26 September 2025**
  - a) Approval of Lloyd's income of £119,358.42 (including precept) and Unity Bank Income of £569.73 and Lloyd's expenditure of £22,246.26 for month ended September 2025 ([Appendix 2](#)).
  - b) Approval of Lloyds Credit Card cashbook transfer of £416.47 and expenditure of £602.63 for September 2025 ([Appendix 3](#)).
  - c) To note bank reconciliations and statement balances (including credit card) for month ended September 2025 (Appendix 4).
  - d) To note income and expenditure against budget and earmarked reserves to end of September 2025 ([Appendix 5](#)).
  - e) To note VAT expenditure for September 2025 ([Appendix 6](#)) and a VAT claim has been made for Months 1-6 (1<sup>st</sup> April 2025 – 30<sup>th</sup> September 2025) for £10,156.36.
  - f) Council Insurance – to confirm Clear Councils Insurance renewal has been paid with added Terrorism cover £4,132.97 [and to consider Cyber Insurance cover for £410.25 subject to Multi factor identification on all emails](#).



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- g) To ratify Rialtas £404 ex VAT (from Code IT and General Reserves) to move the accounts to the cloud, with daily backups.

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

- a) General Purposes committee – to consider adding to the Terms of Reference permission for a councillor not on the committee to substitute for a councillor who cannot attend – [Substitution of Committee Members](#).
- b) Planning Committee – to consider adding Councillor Q Jayne to the committee.
- c) Shere Car Park Charging - to consider and agree [the procedure](#) and [change to the signage](#) for the 6-month trial of free parking for Tuesday, Wednesday and Thursday mornings (beginning January 2026).
- d) Old Fire Station Toilets – to consider and agree the production of the Tender document to be delegated to Clerk, Chair and Vice Chair. As per financial regulations, to consider asking the following three contractors to tender for the refurbishment:
  - Healthmatic and Associated builder (to be confirmed)
  - Rob Arrow
  - Shere Manor Estate
- e) [Surrey Hills National Landscape](#) – to consider proposal to replace stile with accessible gate [footpath 171 in Peaslake](#) to improve accessibility for local people.
- f) [Surrey County Council Public Chargepoint Rollout](#) - to consider the following locations identified by SCC and consider investigating further:
  - Shere Car Park
  - Holmbury St Mary Village Hall car park
  - Or any other locations
- g) To consider quotes for new accessible website to [meet Web Content Accessibility Guidelines 2.2 AA](#) and [Public Sector Bodies \(Websites and Mobile Applications\) \(No.2\) Accessibility Regulations 2018](#).
- h) [Surrey Police Cadet Project](#) – to consider locations suitable where cadets can make environmental improvements, making areas more inviting to the community.
- i) Christmas Lights Shere – to consider [Grant Application](#) funded from North Ward Funds.
- j) [Broadband for the Surrey Hills](#) – to consider further investment.
- k) [Eye Test and Glasses Policy](#) - to consider adopting.

**25.80 Media & Communication Committee** – to agree October Councillor of the month for short video and on suggested topic.

**25.81 Date of next meeting: 7.30pm Thursday 6<sup>th</sup> November 2025 at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF.**

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

**25.83 Felbury House Lease** – to receive and consider corrected rent valuation report and correspondence from leaseholder and Councillor R Smith and agree recommendation.

**25.84 To consider driveway application in Holmbury St Mary**