

SHERE PARISH COUNCIL

*Serving the villages of Gomshall, Holmbury St. Mary, Peaslake, Shere
and a large part of Abinger Hammer*

DRAFT

Minutes of the General Purposes Committee meeting held at 7.30 pm on 2nd September 2014 in Tanyard Hall, 30 Station Road, Gomshall

14/GP03/36	Welcome Present: Cllrs C.Carlisle, R.Davey, C.Brooke, A.Collingwood, J.Hutton, M.Urban, R.Smith and R.Andrews for part of the meeting. Also in attendance was the Assistant Clerk B.Greatrex.
14/GP03/37	Apologies for absence Cllrs M.Taylor Cotter and J.Collin.
14/GP03/38	Declarations of Disclosable and other Interests None
14/GP03/39	Approval of the Minutes of the General Purposes Committee meeting held 5 March 2014. The minutes were approved and signed by the Chairman, following the addition of Cllr R.Andrews to the 'Present' list.
14/GP03/40	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE – No members of the public were present.
14/GP03/41	Finance – to receive a report from the Clerk/Responsible Financial Officer and Chairman of the Council. A Financial summary was circulated by the Clerk of the Council together with a summary of all funds and reserves associated with the Parish play areas. These were NOTED by the Committee.
14/GP03/42	To receive an update on the Old Fire Station It was NOTED that J.Hutton had quoted for an updated survey on the Old Fire Station. This quote was for £300.00. ACTION: J.Hutton to circulate the 2005 survey and his quote for £300.00 was accepted by the Committee. ACTION: Clerk/Assistant Clerk to contact Keith Childs (former Chairman of Shere Parish Council) to confirm any works previously undertaken on the building. ACTION: Clerk/Assistant Clerk to contact Guildford Borough Council to discuss a contribution to any works on the basis that the Old Fire Station provides a public service.
14/GP03/43	Discuss installation of parking restriction bollards in Tanyard

	<p>Hall car park</p> <p>It was NOTED that funding for this project had expired and that the problem had receded. It was DECIDED that NO FURTHER ACTION was needed.</p>
14/GP03/44	<p>Repairs at Peaslake and Shere play areas</p> <p>It was NOTED that Brian Hilsdon had been instructed to repair the seesaw at Peaslake play area and wood had been purchased at the approx. sum of £105.</p> <p>It was NOTED that repair works were needed on the rocking horse at Shere Play Area.</p> <p>ACTION: Clerk/Assistant Clerk to contact the repair company.</p> <p>C.Brooke REPORTED that the ROSPA playground inspection reports had highlighted some rust on the slides in the play areas within the Parish. It was SUGGESTED that an ongoing maintenance procedure was set up to address this and other maintenance matters as they arose.</p> <p>ACTION: Consider estimates for work needed ready for inclusion in next year's budget.</p> <p>ACTION: Clerk/Assistant Clerk to research playground inspection courses and to consider sending a member of Shere Parish Council on said course.</p> <p>A query was made over the risk associated with metal slides becoming very hot in warm weather. The Assistant Clerk REPORTED that she had contacted ROSPA about this and was advised that warning signs were not required and were of little assistance in deterring children.</p>
14/GP03/45	<p>Goose Green play area – to consider a recommendation to Council for the Purchase of a replacement zip-wire and new rope swing. This item was considered along with agenda item 14/GP03/47 as quotes had been obtained for both.</p> <p>The Assistant Clerk presented two quotes for the installation of a rope swing and replacement zip wire at Goose Green play area and for the installation of an 8 piece set of adult gym equipment. Wicksteed were unable to match HAGS SMP's quote and so the Committee AGREED to recommend the cheapest quote.</p> <p>It was DECIDED that the adult fitness equipment was most likely to be used at Shere Recreation Ground and due to the cost of the equipment the Committee would wait to see how the Parish responded to the installation before recommending to Council that a second set be purchased located around the Parish.</p>

	<p>ACTION: A recommendation to be made to Full Council for the purchase of a rope swing and replacement zip wire for Goose Green play area and for an 8 piece set of adult fitness equipment for Shere Recreation Ground from HAGS SMP.</p> <p>ACTION: The Clerk to contact HAGS SMP to request that their offer on adult fitness equipment be extended for 6 months to allow Shere Parish Council to ascertain whether a further set of equipment would be utilised.</p> <p>ACTION: Shere Parish Council to enter into an agreement with the Shere Recreation Ground Association regarding accommodation of the adult fitness equipment.</p> <p>C.Brooke REPORTED that a local fitness trainer had offered to run a promotional opening for the newly installed adult fitness equipment to demonstrate to the Parishioners how the equipment should be used.</p> <p>ACTION: Committee to consider accepting this offer at a later date.</p>
14/GP03/46	<p>Goose Green ‘Adventure Trail’ – to make a recommendation to Council</p> <p>The Assistant Clerk REPORTED that, along with R.Davey and C.Brooke, she had met with Mr Rapley to discuss clearing an area to the side of Goose Green play area to make a safe adventure woodland area. A quote for the works had been received from Mr Rapley for £950.00.</p> <p>ACTION: Recommendation to be made to Council for Mr Rapley to complete the proposed works.</p> <p>R.Davey expressed concern over the state of the land behind the Scout Hutt at Goose Green which had become untidy. C.Brooke reported that this land belonged to the Scouting Association but that they had not had the manpower to clear it. A suggestion was made that the Scouts could be offered an incentive for clearing this area.</p> <p>ACTION: R.Davey to speak to Bill Egerton about possible options for clearing this land.</p>
14/GP03/47	<p>Outdoor gym equipment – to consider a recommendation to Council.</p> <p>This item was considered along with agenda item 14/GP03/47 as quotes had been obtained for both. Please see above.</p>
14/GP03/48	<p>Skate Ramp – Confirmation of arrangements and installation timescale.</p> <p>C.Brooke REPORTED that Guildford Borough Council’s Planning Committee had voted unanimously in favour of the installation with a number of Councillors even speaking in favour of the project. She</p>

	<p>informed the Committee that the contractor was hoping to build the ramp in Autumn although this was dependent on the weather. C.Brooke was in the process of arranging a meeting with the contractor to finalise arrangements.</p> <p>ACTION: Costs to be summarised to full Council at the next Council meeting.</p>
14/GP03/49	<p>Repairs to Tanyard Hall Boundary Wall - to discuss the scale of expenditure appropriate for repair works.</p> <p>It was NOTED that at the last General Purposes Committee meeting an estimate for works in the region of £13-15,000 was presented to the Committee. This was for a conservation repair.</p> <p>J. Hutton REPORTED that it would cost approximately 1/3 of the cost just to make the wall structurally sound.</p> <p>There was a discussion as to what compromise should be made between cost and conservation. There was strong feeling among some Councillors that, so far as possible, the character of the wall should be preserved.</p> <p>ACTION: More up to date quotes to be obtained and the companies to be asked to make recommendations as to how the wall should be repaired.</p> <p>ACTION: Clerk/Assistant Clerk to research possible funding options for these works.</p>
14/GP03/50	<p>Swimming pool path – to receive an update and discuss whether further immediate works are needed.</p> <p>The Assistant Clerk REPORTED to the Committee that Surrey County Council had contacted Shere Parish Council claiming permission should have been sought for any works done.</p> <p>Cllr J.Collins had written to the Committee in his absence to suggest that the Committee should consider edging the path. It was DECIDED that edging should not be installed as this would make the path look less rural. Shere Parish Council had made the decision, when instructing the works, to replace like for like and to focus on improving the safety of the path. It was AGREED by the Committee that the new path had been laid using materials that respected what had been there before it.</p> <p>ACTION: To consider the suggestion that an ongoing maintenance contract be set up that would involve rolling and repacking the path.</p>
14/GP03/51	<p>Quotes for re-surfacing of Peaslake and Holmbury St Mary Village Hall car parks</p> <p>The Assistant Clerk presented 2 sets of quotes (Tidey & Webb and Surrey Drives and Courtyards/Axtell) for re-surfacing works at</p>

	<p>Holmbury St Mary and Peaslake village halls. A 3rd set of quotes had been sought but the Assistant Clerk was yet to hear back.</p> <p>ACTION: Obtain a 3rd set of quotes from one of the suggested companies.</p> <p>The Assistant Clerk REPORTED that she had been advised that block paving for the Peaslake car park was the most expensive option and that Asphalt may be a more appropriate material.</p> <p>ACTION: Obtain a quote from Axtell for re-surfacing Peaslake car park using Asphalt.</p> <p>C.Carlisle had been advised by Tidey & Webb that edging was unnecessary for the Holmbury St Mary car park and REPORTED that the access road to the car park, at the top of the glade was also in a poor state. It was DECIDED that edging would not be considered but that Shere Parish Council would include the access road as part of the car park re-surfacing works.</p> <p>It was REPORTED that to secure grant aid funding an estimate needed to be submitted to Guildford Borough Council by 12 September 2014.</p> <p>ACTION: Submit a grant aid application based on the quotes received to date for the sum of: Holmbury St Mary - £16,000 + VAT Peaslake - £16,000 + VAT</p>
14/GP03/52	<p>Date for Council Christmas Meal</p> <p>Two dates were proposed for the meal: Thursday 11th and Friday 12th of December.</p> <p>ACTION: A decision to be made on a final date and prices to be obtained from various local establishments.</p>
14/GP03/53	<p>Councillors' Business – for inclusion on the agenda for the next meeting or delegation to the Clerk.</p> <ol style="list-style-type: none"> 1. CCTV – C.Brooke REPORTED that all the quotes for this work had now been received and that due to the need for the installation of a new electricity supply the total cost would be approximately £1,000 more than expected. 2. Flooding at Pitland Street Bus Shelter – Holmbury – R.Andrews reported that flooding here had worsened due to the build-up of debris in the surrounding ditches. ACTION: Contact Guildford Borough Council about clearing out the relevant ditches. 3. Lights on the bollards by Shere bridge – J.Hutton expressed concern over the unsightliness of the flashing lights on these bollards.

	<p>ACTION: General Purposes Committee to consider replacing these with still lights at the next meeting.</p> <p>4. Track leading past Peaslake Church Concern was expressed over the surface of this track. A query was raised as to whether Shere Parish Council may be able to contribute to any re-surfacing funds.</p> <p>5. ‘No Access to Footpath’ Cycling event signs – R.Smith reported that no access signs had been placed on many of the footpaths around the village restricting parishioners’ access even further. C.Carlisle reported that one had even been placed at the entrance of the track leading to his house.</p> <p>ACTION: Clerk to feedback to Surrey County Council and ask them to be more considerate in their placing of signs.</p>
	<p>Date of next meeting: Wed 15th October 2014</p>