

**SHERE PARISH COUNCIL MEETING
8.00PM ON TUESDAY, 2nd April 2019**

Holmbury St Mary Village Hall, Felday Glade, Holmbury St Mary RH5 6PG

MINUTES

Ref:	Item:	Led by:
	Present – Councillors R Davey (Chairman), P Carter, A Golightly, B Harrap, B Andrews, C Carlisle, R Smith, J Cross, C Brooke, A Collingwood, B Grover, J Hutton and G Reffo. Surrey County Council (SCC) Councillor K Taylor and Guildford Borough Council Councillor D Wright. Clerk S Hoyland	
18/221	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40 – Guildford Borough Councillor R Billington. Councillor C Brooke apologised for having to leave early	Clerk
18/222	Declaration of Personal or Prejudicial Interests Declarations by Councillors on any of the agenda items below - None	Chairman
18/223	Declaration of gifts or hospitality over £25. Members are reminded that once a declaration of gifts or hospitality has been made then a new Form of Financial and Other Registerable Interests must be completed - None	Chairman
18/224	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COUNCIL – No members of the public were present. SCC Councillor K Taylor reported that he had looked into the request to substitute Mackies Hill, for road re-surfacing instead of Pond Lane in Peaslake. He explained that Mackies Hill could not be done instead of Pond Lane, as Project Horizon this year was concentrating on roads which just required surface dressing, to make them last a few more years. Unfortunately, Mackies Hill is in a worse state of repair and needs major maintenance. SCC Councillor K Taylor stated that he was still looking for a way to finance these major repairs.	
18/225	Approval of the Minutes of the Council meeting held on the 5th March 2019 – Approved and Signed as a correct record with the substitution of the word hydrogeology for hydro-ecology in item 18/202 short adjournment to enable the public to address the council. On minute item 18/205 Peaslake Farm Subsidised Housing - ‘If GHA withdrew from the agreement and their assurances were removed then the question would be asked again of any new housing provider’ The following further clarification was made ‘ <i>then a new developer would be asked to commit to assurances, equivalent of those contained in the Greenoak note (February 2019 entitled ‘Predicted impact of new development at Peaslake Farm on surface water flooding and Sewage System’) and if they were unable to do so, then the community would be asked again, whether they were content with the arrangements, before construction commences</i> ’	Clerk
	ITEMS FOR DECISION:	
18/226	Finance matters <ul style="list-style-type: none"> • Approved income of £3,164.89 and expenditure of £26,153.48 for the month ended March 2019 • Noted bank reconciliations and statement balances for month ended March 2019 • Noted income and expenditure against budget and earmarked reserves to end of March 2019 • Noted VAT expenditure for March 2019 • Section 137 expenditure (Donations) – Noted that discretionary spending for which the Parish Council has no specific legal power, will increase in 2019/20 to £8.12 per elector. Total electorate as at 2/1/19 is 2955 therefore total amount allowable £23,994. • Approved of Donations and subscriptions for 2019/20 as recommended at November 2018 Finance meeting • Approved of £30 Donation to the National Trust • Earmark Reserves – Approved suggested breakdown of earmark reserves to start the financial year 2019/20 	RFO/RD

18/227	Peaslake Farm Steering Committee – Received minute. It was Agreed to forward all information from the next Peaslake Farm Steering Committee meeting to all members of the Council	RD
18/228	Peaslake Farm Fields - Consideration of a request to use Peaslake Farm for dog agility on temporary basis – A short address was given Councillors A Golightly and P Carter. Agreed a short hire agreement for 3 months (land letting agreement) at a fee of £20 per week. Parking for all vehicles in the driveway offered by the local resident or Pond Lane carpark, with the exception of the organiser’s car which can be parked along the railings near the gate to the farmyard. No parking on the fields. Councillor A Golightly raised the issue of securing access to the fields, in particular the gap where there is a log blocking the field. It was reported that the gate from Peaslake Hall was offered to secure the entrance, between the Farmyard and the fields at the end. Agreed Clerk to confirm whether the entrance is official and if permission is needed for a gate.	AG/GR/PC
18/229	Christmas Lights, Shere – to receive the notes from the meeting with Shere businesses/residents regarding proposed changes to the Christmas lights and consideration of the proposal – The Council recognised the importance of supporting local businesses but regretfully Rejected the proposal due to the following concerns: <ul style="list-style-type: none"> • Shere could become like a theme park and the increase in traffic and visitors would be a nuisance to residents • Individual households may like their own decorations and would not like to stick to a ‘theme’ • Brackets on listed buildings require listed building consent • The difficulties in liaising with residents and businesses for an electrical connection at first floor level, would be too arduous • The cost of 15p per unit is not realistic and no information was provided on how it will be paid and who by • Light pollution in a rural area • It was recognised crowd funding may be possible for the first year but there were significant doubts that it would be possible, year on year, at that level Agreed that the Council will write to the businesses to explain the decision.	RD/CB/JC
18/230	Fire Authority’s ‘Making Surrey Safer Plan’ - to consider response to public consultation – Councillors were asked to send any comments to the office and Agreed to delegate submission of a final response to the Chairman in consultation with the Clerk, taking into account Councillor’s comments.	Clerk
18/231	Easter Event, Shere School PTA – consideration of the request to use swimming pool field and stream for an event with bouncy castle – Agreed subject to completion of the land letting form, receipt of risk assessment and copy insurance certificate. It was further Agreed to stress the need to follow the health and safety regulations regarding bouncy castles, in particular the number of children allowed on at any one time and securing the castle to the ground. Clerk to remind organisers to allow public access along the path at all times.	Clerk
18/232	The Pound, Shere – to consider a request to use the pound for a local business to advertise their product – Agreed for a one-off event (date to be confirmed) 1-5pm to promote a local business for a donation of £20 to Shere School, with the condition that no single use plastics or plastic straws will be used.	
18/233	Shere Open Gardens – to consider request to use/mark Shere Surgery Car Park and a section of Shere Recreation Ground car park as disabled parking for the event – the Council recognised the need for additional disabled parking for the event and requested more information on the number of spaces available in previous years and how many spaces are required for this year. It would be preferred that all the disabled parking is in one place. Agreed to add it to the agenda for 14 th May 2019	
18/234	Cycling and proposed legislative changes – to consider a request from a local resident to make a representation to the Department for Transport, regarding the review of the	

	provisions for cyclists in the Highway Code – Agreed to draft a letter for approval at the 14 th May 2019 meeting.	
18/235	Williams Rail Industry Review – to consider the suggested submission – Agreed to submit the following response <i>‘Over a period of the last four years Shere Parish Council has received numerous requests from residents in the Parish urging the council to lobby and do all that it can to ensure the local services between Reading/Guildford to London and Guildford to Gatwick operate a frequent stopping service in Gomshall; adequate for the local community to utilise the service in a practical fashion for commuting to London via Guildford and travelling to and from Gatwick via Dorking. To have a line that passes through the community but only infrequently stops and does not provide a service for a normal commuting day seems non-sensical when trying to encourage/increase use of a national service.’</i>	AC
18/236	Police Matters - to consider any matters that need to be brought to the attention of the Police. It was Noted and welcomed that a parking attendant was active in Shere for one day recently and it was lamented that parking is continuously worsening in Shere; now including vehicles parking on Upper Street adding to difficulties for access by buses. It was also Reported that a mini digger had been stolen in the local area and it was Agreed that residents and businesses should be made aware on the Council Facebook page.	All
	Councillor C Brooke left the meeting	
	ITEMS TO NOTE:	
18/237	Tanyard Hall Car Park – Surrey County Council Drainage Scheme and temporary car park closure update – A brief report was given by the Clerk explaining that SCC contractors found contaminated soil and asbestos pipe when carrying out drainage works in the carpark. This has now been removed and the site left safe (a safety certificate has been received) until a decision is made for future works. A SCC engineer will be speaking at the next General Purposes meeting on the 24 th 2019 April to explain in more detail.	Clerk
18/238	Great Western Railway (GWR) compensation changes, Delay Repay – GWR customers can now claim for any delay over 15 minutes whatever the cause. Full details of the scheme can be found www.gwr.com/delayrepay . Monthly or longer season ticket holders will remain on the old system until the ‘Delay Repay’ performance improves – Noted , Clerk to advertise it on the Council Facebook page.	Clerk
18/239	Clerk’s Report (for noting, delegation to the Clerk or inclusion on the next agenda) Ditch Pursers Hollow, Pursers Lane, Peaslake – Noted and Agreed the cost of £360 (Public Health Act 1936, s.260) to clear ditch as agreed item 18/205 March 2019 minutes. The adjacent riparian owner has been asked to maintain the ditch in the future. Finger Sign refurbishment, Shere – Agreed final cost of £1,142 + VAT (Road Traffic Regulation Act 1984, s.72) for the new fingers Pursers lane Telephone Kiosk – the application to adopt the kiosk was cancelled and it was adopted by the Community Heartbeat Trust for the purpose of housing a defibrillator.	Clerk
18/240	Councillors’ Business (for noting or including on the agenda for the next meeting) Councillor P Carter Reported the following: <ul style="list-style-type: none"> that the telephone Kiosk, Peaslake Lane/Radnor Road had been vandalised – Clerk confirmed that this has been reported to BT payphones. A donation of a bench had been made to the Royal British Legion, commemorating 100th anniversary of the end of the First World War, for the centre of Peaslake Village. It was Agreed that a suitable location would be researched for the 14th May 2019 Council meeting. Councillor A Golightly suggested using the funds from Greenoak Housing Association for the Peaslake Farm development, to pay for the suggested works to ‘isolate the pumping station controls from the surroundings, by raising a barrier to prevent surface flood water from the road overpowering the system and divert it to the stream’ which was proposed to Thames Water. It was Agreed to address that suggestion when the Council receives a response from Thames Water. It was Noted that the drains are being dug out regularly to help reduce the risk of flooding.	All

	<p>Councillor A Collingwood reported the following:</p> <ul style="list-style-type: none"> • The railings on the bridge on Goose Green, Gomshall had been hit – Clerk confirmed that this has been reported. • Residents have requested double yellow lines on Queen Street on the right at the junction with Leather Lane, Gomshall – parked cars obstruct the view when leaving Leather Lane – Agreed that this will be added to the next Shere and Gomshall Traffic Working Group meeting <p>SCC Councillor Keith Taylor confirmed that the proposed double yellow lines for Shere had been approved and will hopefully be installed this financial year.</p> <p>Councillor J Hutton asked confirmation of who owns the verges on the A25, Shere Road as they are looking untidy and full of debris – Clerk to provide the details</p> <p>Councillor J Cross reported than coaches for school trips to the river on Queen Street, Gomshall are parking in the bus stop on Station Road and obstructing the view along Station Road for vehicles exiting Queen Street – Councillors were asked to take details of the relevant schools if seen and to hand the information to the Clerk.</p> <p>Councillor G Reffo:</p> <ul style="list-style-type: none"> • Was disappointed that the pictures of the timber cladding hadn't been received from Greenoak Housing Association before the Peaslake Community Council met. • Would like the Clerk to find out more about the Oak Processionary Moth Report which had reportedly taken place in Peaslake • Asked SCC Councillor Keith Taylor how far can hedges come out into the roads? He replied that hedges shouldn't go beyond the boundary of the property. SCC is able to impose an enforcement notice if asking doesn't work. Some work has taken place on Pond Lane/Burchetts Hollow and debris has been left beside the road – Clerk to confirm the owner of the land • A tree on Pond Lane, Peaslake has fallen high up, across the road at an angle – Clerk to carry out a site visit and report to SCC urgently 	
18/241	Date of next meeting: 8pm Tuesday 14th May 2019 at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF	Clerk
18/242	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.	
18/243	Tenders for Parish Maintenance and Cleaning – consideration of quotes and selection of contractors – the Council Appointed contractors to carry out the maintenance and cleaning for the next three years.	Clerk
18/244	<p>Peaslake Farm Subsidised Housing:</p> <ul style="list-style-type: none"> • To consider the draft lease • To consider the draft contract <p>Councillors were asked to review the lease and contract and forward any comments to the office, ahead of the Peaslake Farm Steering Committee Meeting on the 10th April 2019. It was Noted that Greenoak Housing Association had not yet commented on the Lease and Contract. Agreed - Clerk to request that Greenoak has the Planning application for the development ready for the meeting on the 10th April 2019.</p>	RD