



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

**General Purposes Committee Meeting
Thursday 29th April 2021, 7.00pm**

MINUTES

20/GP81	Present – Councillors C. Carlisle, B. Grover, G. Reffo, C. Brooke, R. Smith, R. Davey & B. Andrews. Clerk & RFO – S. Hoyland Assistant to Clerk – S. Robins
20/GP82	Apologies – Councillor P. Carter
20/GP83	Declaration of Disclosable Pecuniary Interests (DPIs) Declarations by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464). <ul style="list-style-type: none">• None.
20/GP84	Approval of the Minutes of the General Purposes Committee held on Thursday 21 st January 2021. <ul style="list-style-type: none">• Approved and signed as a correct record.
20/GP85	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE <ul style="list-style-type: none">• None present.
20/GP86	Finance - to receive a report from the Clerk & Responsible Financial Officer. <ul style="list-style-type: none">• A short address was given by the Clerk.
Health and Safety:	
20/GP87	High Risk Safety Checks – to discuss carrying out more frequent safety checks in high-risk areas in the parish. <ul style="list-style-type: none">• It was also AGREED that councillors would identify any high-risk areas within their wards and note them on the Land & Tree Inspection sheets being sent out this month.• Councillor C. Brooke expressed concern that annual inspections are not frequent enough to check for potential safety issues in these high-risk areas. It was AGREED that the Assistant to the Clerk would ask G. Rapley to inspect listed areas every six months.
Land & Property Maintenance:	
20/GP88	Basic Tree Survey and Inspection Training – to discuss report received from Councillor C. Brooke. <ul style="list-style-type: none">• Councillor C. Brooke gave a brief report on the Tree Survey & Inspection training.• It was AGREED that G. Rapley would be asked to check if there are any high-risk trees on Peaslake Farm, and for the Assistant to the Clerk to add these to the Land & Tree Inspections.
20/GP89	Tanyard Hall Structural Survey – to consider quote. <ul style="list-style-type: none">• It was AGREED to recommend to Council the quote from Crothers Overton-Hart for £1,530 exc. VAT, based on requesting a more detailed specification of the survey. The Assistant to the Clerk is to send this to the committee once received.
20/GP90	Tanyard Hall & Old Fire Station Fire Safety Assessment – to receive report and to consider quotes. <ul style="list-style-type: none">• It was AGREED to recommend to Council the quote from AEL Electrical Ltd for £680 exc. VAT.• Councillor R. Davey recommended getting contacts of other contractors used by local village halls.

20/GP91	<p>Old Fire Station Refurbishment – to review initial ideas from Healthmatic and High-Tec Washroom Solutions and, if appropriate, direction to further the project and to discuss the possibility of including an adult disabled changing unit.</p> <ul style="list-style-type: none"> • It was AGREED to recommend to full council, and for Councillors R. Smith, R. Davey & G. Reffo to create a working group to discuss further ideas for the refurbishment. • It was further AGREED for the Clerk to obtain quotes for a usage recorder.
20/GP92	<p>New Bin for Holmbury St. Mary Village Hall Car Park – to consider installing a new bin to help with the issue of dog waste. The approx. cost for emptying by Guildford Borough Council would be approx. £100 per annum.</p> <ul style="list-style-type: none"> • It was AGREED to wait until Guildford Borough Council conduct the bin survey to assess if we would be charged for placing a bin in the village hall car park.
Item 20/GP96 was brought forward on the agenda.	
20/GP96	<p>New Bin in Peaslake Playground – to consider a request from Peaslake School to install a new double bin in Peaslake Playground, for £1,030 exc. VAT.</p> <ul style="list-style-type: none"> • It was AGREED to install one of the old wooden bins once the new ones are received, and to purchase a recycling sign to display on the front.
20/GP93	<p>Swimming Pool Field Path – to receive report from site visit and to consider next move.</p> <ul style="list-style-type: none"> • No report as the contractor did not respond to the site meeting. • It was AGREED for the Assistant to the Clerk to obtain one more quote for a tarmac surface mixed with pea shingle. • It was further AGREED for the Clerk to get a specification from Tidy & Webb to send to the committee.
20/GP94	<p>Replacement of Memorial Bench, Peaslake Rec Ground – to consider replacing Suzie White’s memorial bench and applying for grant aid, as it is irreparable.</p> <ul style="list-style-type: none"> • It was AGREED to recommend to Council applying for grant aid for 2022/23 to buy a replacement bench. • It was further AGREED for the Assistant to the Clerk to ask G. Rapley to check the bench at the end of Pitland Street, Holmbury St. Mary.
20/GP95	<p>Book Swap, Crest Hill Bus Stop – to consider the request from a local resident to install book shelves inside the bus shelter and to consider quote from contractor.</p> <ul style="list-style-type: none"> • It was AGREED to confirm the quote from G. Rapley for £180 exc. VAT.
Playground Matters:	
20/GP97	<p>Millennium Playground – to discuss latest safety check on the wooden trail, carried out by Shere Parish Council contractor.</p> <ul style="list-style-type: none"> • It was AGREED to defer this item and review in 18 months.
Local Highway Work & Highways Issues:	
20/GP98	<p>Road Signage for Gomshall – to consider a request from a resident to put up signage similar to that of Westcott Village, encouraging motorcyclists to drive quietly as they drive through. To consider quotes received from signage companies.</p> <ul style="list-style-type: none"> • It was AGREED to recommend to Council the quote from One Thread for £240 exc. for four signs, and to request for reflective backgrounds if provided.
Other:	
20/GP99	<p>Electric Charging Points –</p> <ul style="list-style-type: none"> ○ to discuss the possibility of requesting permission to share the power supply from Shere Village Hall, to charge two Electric Charging Points in Shere Car Park. ○ to consider the quote from Broadwater Safety Systems of £2,176.53 exc. VAT for installation of two units. ○ to note that above quote is not inclusive of units, which cost a minimum of approx. £500 each. • It was AGREED for Councillor R. Smith and the Assistant to the Clerk to research suppliers of charging points.
20/GP100	<p>Website Accessibility – to consider quotes.</p> <ul style="list-style-type: none"> • It was AGREED to confirm the quote from MBX Ltd for £2,400 exc. VAT.

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- 20/GP101 Shere Parish Council Green Initiative** – to discuss information received from Diana Jones at Guildford Borough Council about Green Initiatives in other parishes. To consider appointing a volunteer within the Council who would be prepared to be the point of contact and facilitator for environmental projects led by local residents.
- **It was AGREED that Councillor B. Harrap would be asked to volunteer as a point of contact and facilitator for the parish, and Councillor R. Smith would be a contact for ideas on initiatives.**
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- 20/GP102 Telephone Box, Rad Lane** – to consider requesting for the Community Heartbeat Trust to arrange for repainting and maintenance works, or to arrange for this to be done via our own contractor.
- **It was AGREED to ask G. Rapley to quote for repainting and cleaning the telephone box based on a budget of £500, and to recommend to Council.**
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- 20/GP103 Clerk's Report** (for noting, delegation to the Clerk or inclusion on the agenda).
- **Received.**
 - **It was AGREED to ask a local resident to be a Speed Watch Volunteer for the parish and to take over responsibility for the VAS signs.**
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- 20/GP104 Questions from Parish Councillors**
- **Councillor G. Reffo asked if the Peaslake Village Sign had been secured – confirmed.**
 - **Councillor G. Reffo also thanked the Assistant to the Clerk and G. Rapley for all the maintenance works carried out in Peaslake over the last few months.**
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- 20/GP105 Date of Next Meeting** – Tuesday 6th July 2021, 7pm Tanyard Hall, 30 Station Road, Gomshall GU5 9LF.
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