



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

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Tanyard Hall
30 Station Road
Gomshall
Guildford
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General Purposes Committee Meeting
Tanyard Hall - Thursday 28th April 2022, 7.30pm

MINUTES

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| 21/GP65 | Present – Councillors C. Carlisle, R. Davey, M. Taylor-Cotter, B. Andrews, C. Brooke & G. Reffo (by Zoom). Assistant Clerk – S. Robins |
| 21/GP66 | Apologies – Councillors R. Smith & P. Carter, Clerk – S. Hoyland. |
| 21/GP67 | Declaration of Disclosable Pecuniary Interests (DPIs) Declarations by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464). – None. |
| 21/GP68 | Approval of the Minutes of the General Purposes Committee held on Thursday 27th January 2022. – Approved and signed as a correct record. |
| 21/GP69 | SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE – None present. |
| 21/GP70 | Finance - to receive a report from the Assistant Clerk. <ul style="list-style-type: none">• A short report was given by the Assistant Clerk, and queries were noted for the attention of the Clerk. |
| Health and Safety: | |
| 21/GP71 | Co-op Defibrillator – to consider the request from the Co-op to take over maintenance of the defibrillator from the parish council, as they have replaced the box with a new model. <ul style="list-style-type: none">• It was AGREED to hand over maintenance of the defibrillator (council asset) to the Co-Op, with the agreement that the following would be carried out:<ul style="list-style-type: none">- Monthly checks- Battery/pack replacement as necessary- Maintaining the required temperature |
| Land & Property Maintenance: | |
| 21/GP72 | Maintenance & Cleaning Tenders – to review and recommend to Full Council preferred contractors for the next three years. <ul style="list-style-type: none">• It was AGREED to recommend to council the following tenders:<ul style="list-style-type: none">○ Grass Cutting & Larger Projects – G.Rapley○ Parish Maintenance – G. Rapley○ Old Fire Station Cleaning – I. Gruber Ltd○ Tanyard Hall Cleaning – I. Gruber Ltd• The Assistant Clerk is to contact local parish councils to ask for recommendations on other contractors that can be contacted for future tenders. |

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| 21/GP73 | <p>Shere Car Park Notice Board – to consider quotes for grant aid 2023/24, to replace the notice board as it is beyond repair.</p> <ul style="list-style-type: none"> • It was AGREED to defer this item to a future meeting when car park resurfacing is being considered. |
| 21/GP74 | <p>Little Goose Green Jubilee Tree Planting – to consider the request from neighbouring properties of Goose Green, to plant 6 Apple trees on Little Goose Green to create a community orchard and to mark the Queen’s Platinum Jubilee.</p> <ul style="list-style-type: none"> • It was AGREED to grant permission based on receiving a plan to show where the trees will be planted and confirmation that the trees will be maintained by the residents in perpetuity. The Assistant Clerk is to specify the parish councils’ preference for Heritage Apple Trees. |
| 21/GP75 | <p>Shere Toilet Opening – to note Brian Hilsdon’s retirement, and the agreement from The Dabbling Duck to take over the daily opening of the toilets.</p> <ul style="list-style-type: none"> • Noted. |
| 21/GP76 | <p>Shere Landmark Map – to consider the request from a local artist to create a map of Shere showing landmarks and amenities, that can be purchased by tourists from local businesses and village halls. Money raised would go to the parish council to fund community projects.</p> <ul style="list-style-type: none"> • The Assistant Clerk is to request a business proposal, where consideration is given to funding for the project and sponsorship for advertising, being obtained from the local businesses. Item is to be reconsidered at the August GP meeting. |
| 21/GP77 | <p>Jubilee Tree Enclosures – to consider quote of £65 exc. VAT from G. Rapley for 3x posts with a rail and 4 ft netting, to protect the trees.</p> <ul style="list-style-type: none"> • It was AGREED to confirm the quote of £65 exc. VAT per village, to be funded from ward funds. |
| 21/GP78 | <p>Tanyard Hall Plumbing – to consider recommendations and quotes from Scott Johnson’s Plumbing & Heating for further works to the plumbing in Tanyard Hall.</p> <ul style="list-style-type: none"> • It was AGREED to confirm quote two for £615 exc. VAT. The Assistant Clerk is to query if the quote would include a water pressure valve. |
| 21/GP79 | <p>Review of Items Agreed in 2021/22 Financial Year – to review and agree on quotes for items previously discussed to be funded or reviewed in the 2022/23 financial year:</p> <ul style="list-style-type: none"> • Structural Survey, Tanyard Hall – to note an update on high priority items and to review lower priority items. <ul style="list-style-type: none"> ○ Noted an update, and it was AGREED to obtain quotes from G. Rapley for items 1.1, 1.6, 3.5, 4.4, 5.3 & 5.5 as listed on the structural survey report. • Tanyard Hall Garden Paving – to agree quote from G. Rapley of £1,760 exc. VAT for paving the garden without a step. <ul style="list-style-type: none"> ○ It was AGREED to defer this item to a future meeting. • Memorial Benches – to agree on quote from Woodcraft for three memorial benches (to include fixings and delivery) at £1,056 exc. VAT each, to be placed on Goose Green, Pitland Street and Peaslake Field. <ul style="list-style-type: none"> ○ It was AGREED to recommend to council the quote of £1,056 exc. VAT per bench from Woodcraft. The Assistant Clerk is to confirm with those requesting the benches, that they would be required to pay for a plaque if necessary. • Tanyard Hall Intercom System – to agree quote from Spy Alarms for £736 exc. VAT for a new intercom system. <ul style="list-style-type: none"> ○ It was AGREED to confirm the quote of £736 exc. VAT from Spy Alarms, subject to requesting that they waive the extra service charge cost. • VAS – to consider purchasing another VAS to include data recording, and to discuss a permanent location for it. |

- It was **AGREED** to recommend to council to apply for Guildford Borough Council grant aid 2023/24 to fund purchasing an extra VAS.
- The Assistant Clerk is to create a plan to show where the VAS's are as they are moved around the villages.
- The Assistant Clerk is to contact other parish councils to ask who maintains their VAS's, and contact Richard Openshaw who has recently set up a Speedwatch group in Shere, to see if he would volunteer to maintain them for the parish council.

Playground Matters:

21/GP80

Skate Ramp Painting – to discuss options for painting the skate ramp.

- The Assistant Clerk is to get an idea of costs based on the design examples and arrange for an advertisement to go in the parish magazine for local artists to get in touch should they wish to express their interest.

21/GP81

Log Play Area, Peaslake Playground – to consider moving fencing to accommodate a new log play area within the playground and to consider the quote from G. Rapley.

- It was **AGREED** to confirm and recommend to council the quote of £1,270 exc. VAT to be funded from playground EMR, based on seeing a specification from G. Rapley.

Local Highway Work & Highways Issues:

21/GP82

Peaslake Ditches – to discuss the list of ditches to present to Surrey Highways in order to determine who is responsible for maintenance.

- It was confirmed that G. Reffo would check the list of ditches against the criteria for maintenance and make an assessment, before sending a list to Surrey County Council.
- The Assistant Clerk is to chase Surrey County Council Highways for an update on the Walking Bottom pipe.

21/GP83

Dorking Rd VAS Location – to note that the Highways team have approved a site by Tillingbourne Fish Farm to display a VAS, following a speeding complaint from Fern Cottages.

- Noted, C. Brooke asked if the Assistant Clerk could confirm with Surrey County Council Highways, if we could display a 'Data Recording in Progress' sign underneath the VAS's.

21/GP84

Business Advertising in Shere – to discuss businesses sponsoring use of the village bins to display their advertising, replacing A Boards.

- It was **AGREED** for Shere Parish Council to send an email with this proposal to the local businesses.

21/GP85

Gardening Society Bench Donation – to consider donation from the Gardening Society of a new bench to replace the one currently in place at the bus stop on Pursers Lane, to be installed by the Parish Council (subject to agreement of Surrey County Council).

- It was **AGREED** to receive the donation, based on agreement from Surrey County Council.

21/GP86

Holmbury Hill Road Bollards – to consider the request from a local resident to install bollards along the grass verge opposite The Hollybush down to the junction with Horsham Road, to prevent parking.

- It was **NOT AGREED**, based on Surrey County Council planning to create parking spaces along Horsham Road when the upcoming traffic calming works are completed.

21/GP87

Pond Lane No Parking Signs – to consider installing 'No Parking' signs along the roadside of Pond Lane, Peaslake.

- G. Reffo is to consult Peaslake Community Council on their views before confirming more signs.

Other:

21/GP88

None.

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| 21/GP89 | Clerk's Report (for noting, delegation to the Clerk or inclusion on the agenda). – None. |
| 21/GP90 | Questions from Parish Councillors - None. |
| 21/GP91 | Date of Next Meeting – Tuesday 2 nd August 2022, 7.30pm Tanyard Hall,30 Station Road, Gomshall GU5 9LF. – AGREED. |
