



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

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**General Purposes Committee Meeting  
Tanyard Hall - Thursday 25<sup>th</sup> May 2023, 7pm**

**MINUTES**

**Present – Councillors R. Davey, M. Keeble, J. Hutton, M. Taylor-Cotter, P. Tompkins & B. Andrews**  
**Assistant Clerk – S. Robins**

<b>23/GP01</b>	<b>Appointment of Chairman - Councillor M. Keeble was nominated by B. Andrews and seconded by R. Davey. M. Keeble Elected.</b>
<b>23/GP02</b>	<b>Appointment of Vice Chairman - Councillor P. Tompkins was nominated by M. Taylor-Cotter and seconded by R. Davey. P. Tompkins Elected.</b>
<b>23/GP03</b>	<b>Apologies – Councillors C. Carlisle, R. Smith, P. Carter &amp; G. Reffo</b>
<b>23/GP04</b>	<b>Declaration of Disclosable Pecuniary Interests (DPIs) Declarations by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464). – Councillor M. Taylor-Cotter declared an interest in 23/GP17 as a trustee of Peaslake Village Hall.</b>
<b>23/GP05</b>	<b>Approval of the Minutes of the General Purposes Committee held on Thursday 2<sup>nd</sup> February 2023. – Approved and signed as a correct record.</b>
<b>23/GP06</b>	<b>SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE – None present.</b>
<b>23/GP07</b>	<b>Finance - to receive a report from the Clerk &amp; Responsible Financial Officer.</b> <ul style="list-style-type: none"><li>● Detailed Balance Sheet</li><li>● Detailed Income &amp; Expenditure</li><li>○ <b>A short report was received by M. Keeble and noted by the committee.</b></li><li>○ <b>B. Andrews suggested a number of EMR's could be transferred, if necessary.</b></li></ul>
<b>Health and Safety:</b>	
<b>23/GP08</b>	<b>CPR Community Training – to consider and recommend to council, the quotes for onsite CPR training at Tanyard Hall.</b> <ul style="list-style-type: none"><li>● <b>NOT AGREED, based on minimal local interest.</b></li></ul>
<b>23/GP09</b>	<b>Land &amp; Tree Inspections – to note that the Land &amp; Tree Inspections will be distributed shortly. – Noted.</b>
<b>Land &amp; Property Maintenance:</b>	
<b>23/GP10</b>	<b>Old Fire Station Repainting &amp; Refurbishment – to consider and recommend to council, the quotes for OFS repainting and refurbishment:</b> <ul style="list-style-type: none"><li>● Quote - G. Rapley</li><li>● Quote - R. Arrow</li><li>● Quote - Martin &amp; Co.</li></ul>

	<ul style="list-style-type: none"> <li>○ It was <b>AGREED</b> and recommended to council, the quote of <b>£5,104.17 exc. VAT</b> from Martin &amp; Co. to include iron guttering renovation. To be funded from Old Fire Station EMR.</li> <li>○ <b>M. Keeble suggested looking at past projects by Martin &amp; Co.</b></li> </ul>
<b>23/GP11</b>	<p><b>Tanyard Hall Wall Repairs</b> – to consider quotes to repair two walls in Tanyard Hall that have been damaged from damp:</p> <ul style="list-style-type: none"> <li>• Quote - R. Arrow</li> <li>• Quote - Martin &amp; Co.</li> <li>○ <b>S. Robins to check if damage caused by damp could be claimed for under insurance as part of past flooding damages, before proceeding with repairs.</b></li> </ul>
<b>23/GP12</b>	<p><b>Rad Lane Telephone Box</b> – to discuss options for the use of the telephone box now that it has been adopted by the parish council.</p> <ul style="list-style-type: none"> <li>• <b>It was AGREED to trial the suggestion of using the telephone box as a Green Eco Hub for 12 months, to be run and managed by a local resident of Peaslake.</b></li> <li>• <b>S. Robins is to inform Peaslake Community Council and respond to the letter received from a neighbour, so residents can be made aware of the plan.</b></li> </ul>
<b>23/GP13</b>	<p><b>EV Chargepoints for Tanyard Hall</b> – to discuss investigating the installation of EV chargepoints for the hall car park.</p> <ul style="list-style-type: none"> <li>• <b>It was AGREED to begin investigations. M. Keeble agreed to assist in obtaining quotes for Tanyard Hall car park and to share information based on previous research for Shere Village Hall. It was noted that planning permission is likely to take time based on communications with the Guildford Borough Council Planning Department.</b></li> <li>• <b>To review and discuss further at the September GP Meeting.</b></li> </ul>
<b>Playground Matters:</b>	
<b>23/GP14</b>	<p><b>Peaslake Play Tower</b> – to review and consider all play equipment options to replace the current play tower in Peaslake Playground, for recommendation to council.</p> <ul style="list-style-type: none"> <li>• <b>R. Davey asked for confirmation on how long the grant aid will last, S. Robins is to clarify.</b></li> <li>• <b>It was AGREED and recommended to council, the quote of £14,720 exc. VAT to purchase the Portesham Tower from Outdoor Play UK which includes:</b> <ul style="list-style-type: none"> <li>○ <b>12x steel leg protectors</b></li> <li>○ <b>1200mm fall height</b></li> <li>○ <b>A wooden bridge</b></li> <li>○ <b>Old equipment removal, delivery &amp; installation, safety fencing and new wetpour surfacing.</b></li> </ul> </li> <li>• <b>To be funded from the EMR Playground Sinking Fund, and £5,930 Guildford Borough Council Grant Aid.</b></li> </ul>
<b>Local Highway Work &amp; Highways Issues:</b>	
<b>23/GP15</b>	<p><b>Purchase of VAS</b> – to consider VAS options for another VAS that can be permanently sited in one of the villages.</p> <ul style="list-style-type: none"> <li>• <b>It was AGREED and recommended to council, the quote of £2,645 exc. VAT to purchase a VAS from Messagemaker, to include data capture function, two batteries, battery charger and fixing brackets. To be funded from Highways (4352) and Guildford Borough Council Grant Aid.</b></li> </ul>
<b>Other:</b>	
<b>23/GP16</b>	<p><b>Holmbury Village Hall -</b></p> <ul style="list-style-type: none"> <li>• To consider initial enquiry from Holmbury Village Hall towards having a public convenience close to the hall. <ul style="list-style-type: none"> <li>○ <b>NOT AGREED, due to current parish council financial constraints. S. Robins to send a formal response to the hall secretary.</b></li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• To consider purchasing a dog waste bin for the hall car park and the cost of weekly emptying (subject to Guildford Borough Council approval). <ul style="list-style-type: none"> <li>○ <b>It was AGREED to look into the purchase of a dog waste bin, subject to approval and costs of emptying from Guildford Borough Council.</b></li> </ul> </li> </ul> <p style="text-align: center;"><b>S. Robins is to make enquiries with the Street Cleaning Team.</b></p>
<b>23/GP17</b>	<p><b>Peaslake Village Hall Grant Application</b> – to consider the Parish Council Grant Application towards funding new changing rooms at Peaslake Village Hall.</p> <ul style="list-style-type: none"> <li>• <b>It was NOT AGREED to donate the full amount at this time based on current parish council financial constraints. To be reviewed at the October Finance meeting.</b></li> <li>• <b>It was AGREED and recommended to council, to donate £1,500 towards the project from South West Ward funds.</b></li> </ul>
<b>23/GP18</b>	<p><b>Memorial Bench Application</b> – to consider request and location for a memorial bench in Shere.</p> <ul style="list-style-type: none"> <li>• <b>It was AGREED in principle, S. Robins is to contact the applicant to ask if they would consider an alternative position for the bench, due to various issues with the suggested areas.</b></li> </ul>
<b>23/GP19</b>	<p><b>Old School Room Hand Rail, Peaslake</b> – to consider the quote from G. Rapley to extend the hand rail leading from the steps to the Old School Room, further down to the roadside.</p> <ul style="list-style-type: none"> <li>• <b>It was AGREED and recommended to council, the quote of £240 exc. VAT from G. Rapley to extend the hand rail. To be funded from Highways (4352).</b></li> <li>• <b>It was NOTED that the landowners and other interested parties have granted permission.</b></li> </ul>
<b>23/GP20</b>	<p><b>Questions from Parish Councillors</b> – for noting for next agenda.</p> <ul style="list-style-type: none"> <li>• <b>J. Hutton mentioned the issue of cyclists using the footpath leading from Netley Woods down to the petrol station on Station Road.</b> <b>S. Robins is to obtain a quote from G. Rapley for the parish council to fund installing a barrier encouraging cyclists to dismount, subject to approval from The National Trust.</b></li> <li>• <b>B. Andrews asked if G. Rapley could quote for repairing the roof of the Holmbury Village Pump.</b></li> <li>• <b>M. Taylor-Cotter asked for an update on the Shere Village Map. M. Keeble is to follow up with the printers.</b></li> </ul>
<b>23/GP21</b>	<p><b>Date of Next Meeting</b> – Tuesday 5<sup>th</sup> September 2023, 7pm at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF. – <b>AGREED.</b></p>