



MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

Held at **Wonersh Sports Pavilion** on **Thursday 10th November 2016** at **7.30pm**

Present: Cllrs: P Maggs, M Band, G Payne, R Weale, (in the chair,) M Hardman, C Crouch,
A Powell-Evans

In attendance: J. Crowe, Clerk to the Council.

125 Consider and approve apologies for absence

The Council received apologies from Cllr Kendall.

126 Declarations of interest

No declarations were made

127 Open meeting for members of the public to raise matters with the Council

No members of the public were present

128 Consider and approve the Minutes of the Council meeting held on 13th October 2016

The Council agreed unanimously to approve the Minutes of 13th October 2016, proposed by Cllr Powell-Evans.

129 Matters arising

Agreed that this item be taken with item 133.

130 Receive the approved minutes of Planning Committee meetings held on 13th/27th October 2016

The approved minutes were received.

131 Neighbourhood police update

Cllr Weale had received no update for this meeting. He will forward an update as soon as one is received.

132 Parish Projects

Cllr Band noted that in the New Year Council must take stock regarding parish projects and ensure that all projects are properly costed and in budget.

Action: Clerk to circulate plans which were drawn up regarding the drains on Wonersh Common.

133 Progress report management and updates

Cllr Weale introduced a new progress report template. Councillors made suggestions for amendments, agreed that it should be centrally managed.

Action: Councillors to let clerk have back ground material;

Action: Chairman/clerk to embed the process

134 Finance approvals:

- a) The list of payment and receipt vouchers for September 2016

The Council resolved unanimously to approve (proposed by Cllr Hardman)

- b) The end of September 2016 Financial Statements

The Council resolved unanimously to approve (proposed by Cllr Payne)

- c) To consider the Council's draft budget and precept for 2017/18

and to approve next steps

The Council resolved unanimously to approve the draft budget (proposed by Cllr Band).

A final draft will be brought to the council meeting on 12th January 2017.

Action: Clerk

- d) Workplace Pension - Clerk up to £130 p.a in 2017; £230 from Oct 2018

Cllr Crouch proposed the workplace pension for the Clerk thereby complying with new legislation. Unanimously approved.

- e) Tree Inspection in the Parish

Cllr Powell-Evans proposed that the Council invites Owen Allpress to carry out the next Tree Inspection on condition that the company has the requisite insurance policies in place. Unanimously approved.

Action: clerk to check with Owen Allpress that it is Lanta approved and has public indemnity insurance.

- f) Contribution to the cost of Vision Transport Review £383.99

Cllr Crouch proposed that Wonersh Parish Council contributes to the Vision Transport Review. Unanimously approved.

Action: Clerk to inform Hascombe Parish Council and request an invoice.

- g) TRO on Ride Lane £1640

Cllr Band noted that this is a SCC issue. Councillors not inclined to place funds towards this BOAT at this juncture although prepared to attend any meeting called on the subject.

Action: Clerk to refer the matter back to SCC Councillor Victoria Young and inform Albury Parish Council of the decision.

h) New Clerks' Training £90

Cllr Band proposed that the Clerk's training be approved. Unanimously approved.

i) New Contract for Wonersh Burial Ground £1,260.00 plus VAT per annum

Cllr Powell-Evans proposed that the contract given up by YMCA be awarded to Oakleaf Enterprise. Unanimously approved.

Action: Clerk to inform CEO at Oakleaf Enterprise and proceed with contract.

j) Proposal to shred redundant documents - on-site shredding minimum visit charge £75 +VAT (up to 150Kg, equivalent to 15 bins bags) and 35p for every subsequent kilo

Proposed by Cllr Band and unanimously approved.

Action: Clerk to contact the shredding company when necessary and contact WBC to enquire if they want the planning applications back.

**135 Finance notifications: £4000 received with thanks from Wonersh Playground Committee
VAT return submitted £2,005.88**

Councillors noted the amounts.

136 Update on WPC's Co-option of potential councillors to the council

Clerk informed that there might be 3 applications for co-option, deadline for applications 9th December. Council resolved to meet the individuals the hour before the next council meeting on 12th January 2017.

Action: Clerk to inform applicants when appropriate.

137 Consider and approve date and venue for the annual WPC Assembly

Councillors resolved to hold the annual Assembly on 3 or 4th May.

Action: Clerk to liaise with venue.

Action: Councillors to decide theme for the event.

138 Update on notable Planning applications

Cllr Crouch had nothing to report but noted that there was still no date fixed for the Dunsfold application and that the Local Plan was due to be published by WBC on 29th November 2016.

139 Personnel Committee – review of membership and chair

Current membership of this committee was noted – that is, Cllrs Payne, Hardman, Kendal and Crouch. Cllr Crouch proposed that he step down from this committee; that the Chairman of the council, Cllr Weale, be a member of this committee, that Cllr Powell-Evans join; that there be a meeting as soon as possible at which a chairman is appointed.

Action: Clerk to convene meeting.

140 Updated Waverley Borough Council Code of Conduct for Councillors

Cllr Crouch proposed WPC adopt the WBC's amended code of Conduct for Councillors. Unanimously approved.

Action: Clerk to circulate final copy.

141 National Highways & Transport Public Representative Survey 2016

Cllr Maggs agreed to draft response to this survey and bring it to the Planning Committee meeting on 24th November.

Action: Cllr Maggs.

142 Neighbourhood Plan

Cllrs Crouch and Maggs will meet with the Principal Planning Officer at WBC on 22nd November to discuss the feasibility of WPC having a Neighbourhood Plan. A discussion paper will be presented to council in the New Year.

Action: Cllrs Crouch/Maggs.

143 Update and next actions regarding easement Wonersh

Council discussed the matter and resolved to refer it to its solicitor.

Action: Clerk to advise solicitor.

144 Government's consultation on referenda principles being applied to all English parishes in respect of future council tax increases

Council noted Cllr Powell-Evans' report.

145 Correspondence received

Council noted a letter from BT regarding super-fast broadband for Wonersh and Shamley Green School.

Action: Clerk to forward to the head of Wonersh and Shamley Green School.

Council noted the letter from Wonersh Church that it will be starting repairs to the driveway at Lawnsmead Hall.

146 Matters arising and for future discussion from the Members and the Clerk

Cllr Weale updated Council on the VAS at Church Hill, Shamley Green.

Cllr Maggs updated Council on traffic calming measures in Blackheath.

Action: Cllr Maggs to send Clerk background information on damage to the 3 posts in Littleford Lane. Clerk to follow up with SCC.

Cllr Powell-Evans proposed that Reports from Working Parties and Councillors be a standing agenda item at future Council meetings.

Action: Clerk to include on future Council agendas.

Cllr Crouch informed Council that there will be a draft report regarding the Vision for Wonersh Project in the New Year.

Cllr Crouch proposed that all Planning Committee meetings revert to being at 9.30 am with effect from the next Planning committee meeting on 24th November at 9.30am. Unanimously approved.

Action: Clerk to change timing notifications on website.

147 **Date of next meeting:** Thursday 12th January 2016 at 7.30pm (Discussion with potential co-optees to be held at 6.30pm before the council meeting.)

Signed: Cllr Rod Weale

12th January 2017