



MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

held on Thursday 12 January 2012, at 7.30pm at Wonersh Sports Pavilion

PRESENT

Cllr M Band, Cllr K Bawden, Cllr R Bawden, Cllr P Brodie, Cllr G Grant, Cllr L Healy, Cllr B Holtom, Cllr C Howard and Cllr A Powell-Evans (in the chair);

Borough Cllr M Goodridge (except for item 12/010), Pc A Kerby (item 12/001 only) and five members of the public (items 12/001 to 12/004 only).

In attendance: Mr K Garvey, Clerk to the Council.

12/001 Apologies for absence.

The Council received no apologies for absence.

12/002 Wonersh Parish Code of Conduct – Disclosure of Interests.

Members are requested to disclose, in accordance with the Code, both the existence and nature of any “personal” or “prejudicial” interests they may have in relation to matters for consideration on this agenda.

Personal Interests: For guidance purposes, a Member should disclose a personal interest if it is anticipated that a decision on it may reasonably be regarded as affecting the well-being or financial position of himself or herself, a member of his/her family or a friend, or a body employing those persons, or for which those persons have any degree of ownership, control or management to a greater extent than other council taxpayers, ratepayers or inhabitants of the authority’s area. Prejudicial Interests:

Having identified a personal interest, a Member must consider whether a member of the public with knowledge of the relevant facts would reasonably think that the interest was so significant and particular that it could prejudice that Member’s judgement of the public interest. If that is the case, the interest must be regarded as “prejudicial” and the Member must withdraw from the meeting.

Cllrs K and R Bawden declared personal interests in agenda item 12/009(b) because of their own request for an allotment and their place on the waiting list.

12/003 Briefing on local community policing and crime-prevention issues.

1. Pc Kerby commented on the low level of crime within the parish over the Christmas and New Year period compared to neighbouring villages such as Bramley. He referred to one case of criminal damage in Wonersh, the theft of a trailer from Shamley Green and fraud by a customer at the Shamley Green

Post Office.

2. Pc Kerby updated the Council about the ongoing investigation into the earlier cases of vandalism at The Green, Shamley Green. By examining the tyre tracks that had damaged the grass surface he had narrowed suspicion to a Ford Focus car. He had visited householders around The Green (including the owner of the Red Lion Public House). There were no witnesses to the reckless driving but it seemed that it must have occurred in the very early hours of the morning. He had requested that people living around The Green be vigilant in case the driver chose to repeat his anti-social behaviour in future.

3. Members referred to other recent vehicle damage to Council property in Wonersh, ie, the Peppercot and, possibly, to one of the village gateways. Pc Kerby reiterated his willingness to pursue investigations but stressed the importance of witnesses to accidents or damage making a note of vehicle registration numbers to help the police to identify those responsible.

4. Members asked about guidance and good practice for marking valuable property. Pc Kerby confirmed that it was recommended to etch the postcode, surname and house number/name onto items, or, where this is not practical, to use an ultraviolet marker to record the same details. He also spoke about the recommended use of *SmartWater* to identify large items, including metal, in gardens and on the exterior of buildings.

5. The Council thanked Pc Kerby for providing details of the Active Citizen System, an initiative for the Surrey Police Safer Neighbourhood Teams to identify community contacts to disseminate regular updates of community and crime-related issues. The Clerk had completed the application form so that he could act as such a contact on behalf of the Council.

12/004

Open meeting for electors to raise matters with the Council on local issues.

1. Mrs Anita Morris spoke about issues of concern over the proposed changes to the present local bus services through Blackheath, the most isolated settlement within the parish. She reiterated the points that she had already submitted directly to Surrey County Council (SCC) , including the importance of having a regular daily bus service to Guildford (rather than to Godalming) where essential hospital outpatient and other government services were located and which acted as a major public transport hub for onward journeys. Mrs Morris urged the Parish Council to take these into account in making its own submission to the SCC consultation before the end of January 2012.

2. Mr Jonathan Rogers and his son, Christopher, raised the present lack of provision for play activities for older children (10+) in Wonersh. A group of young people, supported by their parents, had investigated the possibility of installing some additional equipment (eg a basketball hoop, nest swing, concrete table for table tennis or log seats) adjacent to the present well-equipped playground for younger children. The young people and families were prepared to undertake local-fundraising activities but were keen to

receive the active support and advice of the Council in taking such an initiative forward.

12/005 To approve the minutes of the Council meeting held on 10 November 2011.

The Council accepted these were a true record of the meeting. Cllr Powell-Evans signed the minutes.

12/006 Matters arising.

11/162(c) Cllr R Bawden informed the Council that he was seeking professional advice about recommended drainage works.

11/169 Cllr R Bawden had received the local road accident data/statistics from Surrey County Council (SCC).

Action: **11/174(c)** Cllr Band and the Clerk undertook to check with the Shamley Green MB, Clerk pre-school about its response to the offer by the Council to provide high visibility waistcoats for crossing the highway at the top of Church Hill.

11/179 The Clerk informed the Council that it had been successful in securing project funding in principle from County Cllr Povey for four local initiatives as follows:

- (i) £2,000 for the Shamley Green traffic calming
- (ii) £500 for a Wonersh traffic speed survey
- (iii) £800 for the B2128 verge clearance going up Mellersh Hill
- (iv) £1,050 for Blackheath verge build-up

Action: The Council agreed that projects (ii), (iii) and (iv) should be considered as RB,PB, substantive agenda items at its next meeting to approve the formal applications Clerk including what, if any, Council contribution would be needed to take them forward.

11/183 Cllr Healy notified the Council that the concerns previously expressed about the commercial use of the pavement on the The Street, Wonersh would not be an issue from the beginning of February 2012.

12/007 To receive the approved minutes of the Planning Committee held on 20 October, 3 & 17 November, 1 & 15 December 2011.

The Council received the approved minutes that had been signed by Cllr R Bawden.

12/008 Finance – to consider and approve the following:

(a) the lists of receipt & payment vouchers in November & December 2011

The Council *RESOLVED* unanimously that the receipt and payment vouchers

for October 2011 be approved (proposed by Cllr R Bawden, seconded by Cllr Healy);

(b) the end-October and end November 2011 financial statements

The Council *RESOLVED* unanimously that this be approved (proposed by Cllr Band, seconded by Cllr Brodie);

(c) the updated variances and estimated outturn for the present (2011/12) financial year

The Council *RESOLVED* unanimously that this be approved (proposed by Cllr Band, seconded by Cllr Holtom);

(d) the payment of £350 (ex VAT) to Greatbatch Ltd for the parish-wide delivery of a local housing needs survey

The Council *RESOLVED* unanimously that this be approved (proposed by Cllr K Bawden, seconded by Cllr Brodie);

(e) the payment of £210 (ex VAT) to Blue Sky Tree Care for tree felling and coppicing at Shamley Green Pond

The Council *RESOLVED* unanimously that this be approved (proposed by Cllr Howard, seconded by Cllr Healy).

12/009

Wonersh Allotments – to consider and approve the following:

(a) the rental agreement between the Council and Dr Hichens for the Wonersh Garden Allotments site for 2012/13, including the payment of £367.50 in annual rent by the Council to Dr Hichens

The Council *RESOLVED* that this be approved (proposed by Cllr Grant, seconded by Cllr Band). Having previously declared their personal interest in this item of business Cllrs K and R Bawden did not participate in the discussion or vote;

(b) 2012/13 and 2013/14 annual rental charges for Garden Allotment plots

(i) The Council *RESOLVED* that the 2012/13 annual rental charge for garden allotment plots be £40 and for half-plots be £20 (proposed by Cllr Band, seconded by Cllr Holtom). Having previously declared their personal interest in this item of business Cllrs K and R Bawden did not participate in the discussion or vote;

(ii) The Council further *RESOLVED* that the 2013/14 annual rental charge for garden allotment plots be £50 and for half-plots be £25 (proposed by Cllr Band, seconded by Cllr Grant). Having previously declared their personal interest in this item of business Cllrs K and R Bawden did not participate in the discussion or vote.

12/010 To consider and approve the contractual provision of a retirement/death-in-service gratuity for the Clerk up to the amount allowed under the Local Government Superannuation (Discretionary Payments) Regulations 1996.

1. In view of the confidential nature of the business to be transacted under this item and as proposed by the Chair, the Council *RESOLVED* that it was advisable in the public interest that the press and public be excluded.

2. The Council considered the present unclear provision in the Clerk's contract for a retirement/death-in-service gratuity in the absence of an agreed pension scheme. For the avoidance of doubt and until such time as a pension scheme might be agreed between the Council and the Clerk, the Council *RESOLVED* unanimously (proposed by Cllr Band, seconded by Cllr K Bawden) that the language at Section 18 of the Clerk's contract of employment be amended with immediate effect to read:

18 Pension

18.1 Pension

On your retirement the Council will pay a gratuity up to the amount allowed under the Local Government Superannuation (Discretionary Payments) Regulations 1996 (SI 1996/1680).

18.2 Death in Service

In the event of your death in service the Council will pay a gratuity up to the amount allowed under the Local Government Superannuation (Discretionary Payments) Regulations 1996 (SI 1996/1680). Any salary or gratuity due to you will be paid by the Council to your nominated next-of-kin.

12/011 To consider and approve the Council's budget and precept for 2012/13.

The Council *RESOLVED* unanimously that the 2012/13 budget, including a precept of £36,299 (as set out at Annex A) be approved (proposed by Cllr Band, seconded by Cllr Brodie).

12/012 To consider and approve the Council's submission in response to Surrey County Council's consultation about the future of local bus services.

The Council considered an outline submission prepared by Cllr Powell-Evans in the light of written representations already received from local residents together with the comments made earlier in the meeting at item 12/004 above. The Council noted that residents of Blackheath and people living off Blackheath and Barnett Lanes in Wonersh would be most adversely affected by the proposed changes to a number of routes and drastic reduction in the 523 service. The Council thanked Cllr Powell-Evans for leading on this issue and agreed that, since it would not meet again until after the SCC deadline of 31 January, Cllr Powell-Evans should circulate electronically for approval by Members a revised submission highlighting the arguments for a continued,

Action:
A P-E

frequent service to Guildford via Blackheath before sending it to SCC.

12/013 To consider further ideas and proposals to celebrate HM The Queen's Diamond Jubilee.

Action: 1. The Council noted a suggestion for it to contribute to an orientation table at the top of Chinthurst Hill. Cllr Holtom undertook to consult the Surrey Wildlife Trust who manage the land about its reaction to such a proposal.
BH

Action: 2. The Council agreed that it should continue to encourage ideas from parishioners to mark the event in a permanent way and to consider the issue again at its next meeting.
Clerk

12/014 To consider the provision of amenities for older children at Wonersh playground.

In the light of the representations made at item 12/004 above the Council agreed in principle to explore the provision of play/exercise amenities for older children at Wonersh Common. Members noted that the Council had a proud and longstanding commitment to support local playground initiatives within the parish. This could be an exciting new project but Mr Rogers would need to be able to galvanise a group of volunteers who would be willing to adopt realistic ambitions, given the potentially high costs involved in paying for equipment and for any required safety surfacing (taking account of restrictions on placing hard surfaces on common land). It was essential that such an action-group of parents (and children) took the lead in fundraising to meet the capital costs of any new equipment while the Council would be ready to undertake ongoing future maintenance and repair. The Council would also need to consider carefully, in consultation with other stakeholders, including the Wonersh Sports Club and the Volunteer Playground Committee, how to identify a suitable location for any new items. Members agreed that the Council should respond positively to the request and requested that Cllr Powell-Evans contact Mr Rogers to set out the Council's position as reflected above.

Action:
A P-E

12/015 To consider the future of Gerald's Wood.

Cllr Howard informed other Members that the Council had struggled to make this gift to the parish accessible and attractive for local residents to enjoy. The closure of a private path through a neighbouring property meant that no through-walk to the top of Chinthurst Hill was available. The steep path was unsafe and the Wonersh Hollow entrance gateway had been padlocked for many years. However, because of its boundary with the public highway the Council was obliged to budget £500 a year for essential roadside ditch, hedge and tree maintenance. The Council accepted Cllr Howard's recommendation that consideration be given to the sale of the property and the capital proceeds be invested in due course in another priority Parish project. Cllr Powell-Evans and the Clerk agreed to check on the land's potential market value and to seek clarification about any restrictive covenants which might affect a potential sale.

Action:
A P-E,
Clerk

12/016 To consider and approve the contents of the February 2012 parish newsletter.

Action:
GG, Clerk

The Council were grateful to Cllr Grant, with the help of Cllr Healy, for preparing the latest newsletter. Members agreed that Cllr Grant should circulate to them electronically a final draft of the Winter 2011/12 edition for approval by Monday 23 January at the latest, ahead of the Clerk arranging for its printing and parish-wide distribution at the beginning of February.

12/017 Reports by Members and the Clerk:

(a) Society of Local Council Clerks' Surrey Branch meeting

The Clerk made a report about this well-attended meeting that took place on 6 December 2011;

(b) Buildings of local Merit

Cllr Powell-Evans updated the Council about this initiative;

(c) Affordable Housing

Cllr Holtom submitted a written report;

(d) Traffic-calming

Cllr Band made a report about progress in the formal Surrey County Council SCC approval process to implement the Shamley Green proposals.

(e) Emergency planning

Cllr Healy submitted a written report. The Council requested that the Clerk circulate the local plan to all Members for their information.

12/018 Correspondence.

1. Cllr Powell-Evans informed the Council of receipt of the letter of resignation by Cllr Howard, with effect from the end of the meeting. In a personal statement Cllr Howard explained that an imminent change in jobs, taking on the role of Clerk to St Martha's Parish, and other personal commitments would no longer allow her to devote the time required to fulfil her responsibilities or to attend future Council meetings. However, as an active resident of Shamley Green, Cllr Howard looked forward to making a contribution to the community in other ways. The Council accepted Cllr Howard's resignation with regret and thanked her for the all the contribution she had made on behalf of the parish since being first elected to the Council in 1995.

2. Members noted the open invitation from the Surrey branch of the Campaign to Protect Rural England (CPRE) to attend a meeting at Shalford on 14 January 2012.

3. The Council noted the formal invitation to all Members to attend the Shamley Green Newcomers Party on 21 February. Members agreed that they should discuss participation and the content of display material at the Council's next meeting.

4. The Council noted the request by a group of concerned Guildford residents to submit observations or join a petition opposing the proposed move of town centre bus station. Members agreed that parish residents should be alerted to this issue in the latest Newsletter and that it should be added to the agenda of the Council's next meeting.

5. The Council noted the request from the Hoppa bus service for a grant towards its running costs. Members agreed that the issue of considering and approving potential grants to Hoppa and other organisations in the present financial year be included on the agenda of the Council's next meeting.

Members' business for noting or including on a future agenda.

No requests for business to be included on forthcoming agendas were made other than those already noted above.

12/020 Dates of future meetings:

Council: 9 February 2012

Planning Committee: 19 January and 2 February 2012

There being no further business, Cllr Powell-Evans closed the meeting at 10.05 pm.

2012/13 Budget (£)

Income	
Precept	36,299
Compensatory Grant	2,410
Allotment Rents	580
Bank Interest	110
Grants & Donations	0
Sundry Income	1
Total Receipts	39,400
Expenditure	
Payroll	(13,100)
Clerk's expenses	(120)
Accounts & bookkeeping fees	(300)
Office postage	(120)
Office stationery	(750)
Office rent	(1,000)
Office telecoms & broadband	(800)
Office equipment	(100)
WPC training & courses	(500)
WPC publicity	(1,750)
WPC website	(250)
WPC insurance	(950)
WPC subscriptions	(1,100)
WPC audit fees	(600)
WPC sundries	(100)
WPC elections	(50)
Playground grass cutting	(1,300)
Playground litter picking	(550)
Playground maintenance & repairs	(1,100)
Allotments	(1,000)
Commons grass cutting	(2,600)
Commons litter picking	(960)
Commons maintenance & repairs	(2,600)
Gerald's Wood	(500)
Wonersh closed churchyard: grounds	(1,000)
Wonersh closed churchyard: walls	(1,000)
General maintenance	(1,800)
New Parish projects	(2,400)
Grants to other organisations	(1,000)
Total Expenditure	(39,400)
Allocated Reserves (as at 10/01/12) to be carried forward to 2012/13	
Capital reserve	6,952
Retirement/death-in-service gratuity fund	1,919
Allotment deposit fund	525
Major repairs fund	250
Council elections fund	270
Council website and computer fund	1,282
Commons enhancement fund	172