



MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

held on Thursday 14 June 2012, at 7.30 pm at Wonersh Sports Pavilion

PRESENT

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

five members of the public and the local press.

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

12/118	<p>Apologies for absence.</p> <p>The Council received and accepted apologies from Borough Cllr M Goodridge.</p>
12/119	<p>Wonersh Parish Code of Conduct – Disclosure of Interests.</p> <p>No Members declared any personal or prejudicial interests in respect of the after-mentioned business.</p>
12/120	<p>Briefing by the Safer Neighbourhood Policing Team on issues of local interest and concern.</p> <p>1. Pc Kerby informed the Council that no crimes had been reported in the parish over the last month. However, he also reported that an individual had recently been arrested and imprisoned for previously violating the terms of an anti-social behaviour order (ASBO). He explained the importance of the police receiving evidence and witness statements from communities to take action against ASBO offenders.</p> <p>2. Pc Kerby highlighted Surrey Police’s latest initiative to engage with the public through <i>facebook</i> and his own new <i>facebook page</i>. He noted that advertised monthly <i>surgeries</i> at village halls had not been well-attended. Although forthcoming events would take place up to July he would look to increase the number of regular open <i>surgeries</i> at or near village shops to engage more easily with a cross-spectrum of communities.</p>
12/121	<p>Open meeting for electors to raise matters with the Council on local issues.</p> <p>No issues were raised.</p>
12/122	<p>Presentation about the responses to the Parish Housing Needs Survey.</p> <p>Lizzie Utley, Surrey Community Action Rural Housing Enabler, made a presentation about the outcome and analysis of the housing needs survey carried out in March-April 2012, picking out the key points from the formal report that she had submitted to the Council. The Council noted that the survey and Waverley Borough Council (WBC)’s Housing Register had</p>

	<p>identified 31 households within the parish who met the criteria for affordable housing need. Mrs Utley explained that Social Housing Association providers sought to enter into partnerships with district and parish councils to build new homes on a ratio of one in three of identified, credible need. This meant that a Wonersh Parish project could potentially include up to 10 new homes.</p> <p>In the light of the presentation the Council agreed to bring forward the following agenda item for consideration.</p>
<p>12/129</p>	<p>To consider and approve the next steps, if any, in relation to a local affordable housing project within the parish.</p> <p>The Council thanked Mrs Utley for the presentation and received the formal report that she had produced. The Council <i>RESOLVED</i> unanimously to adopt the report (proposed by Cllr Holtom, seconded by Cllr Band).</p> <p>Members also agreed to continue to work in partnership with Surrey Community Action and Waverley Borough Council to take forward the next steps. The Council thanked the Members of the Housing Working Party for their work-to-date and for their willingness to continue. In view of Cllr Band's additional position as a local Borough Cllr, the Council agreed that he should also become a member of the Working Party. Given her expertise, the Council also welcomed Mrs Utley's future participation as a Working Party member too.</p> <p>The Council recognised that it would be very important to communicate with local residents about the desirability to take the lead in enabling genuinely local families in need of affordable housing to live in new small-scale developments that were in keeping with the rural character of the parish – rather than having to submit to anticipated pressure and imposition from central government to build more homes on exception sites without being able to put local families (and neighbours) in need at the top of the queue.</p> <p>The Council agreed that the Working Party should produce a short overview of the report for publication in the next quarterly parish newsletter to all residents. Members also agreed that the report and presentation should be published on the Council's website under cover of the same overview.</p> <p>Members also agreed on the importance of visiting recently completed small-scale affordable housing developments in neighbouring parishes to satisfy themselves of commitment to sympathetic quality and rural design and to visit potential sites identified by WBC within the parish. Mrs Utley undertook to send details of recently completed developments and Cllr Band said he would contact the relevant WBC contact to seek to arrange visits to the possible sites for new development.</p> <p>The Council looked forward to receiving updates and reports from the Working Party at future meetings and to considering the issue again as a substantive agenda item when necessary.</p> <p>Following this item the Council agreed to continue with the original order of its meeting agenda.</p>

12/123	<p>To approve the minutes of the Council meetings held on 28 April and 10 May 2012.</p> <p>The Council accepted that these were true records of the meetings. Cllr Powell-Evans signed the minutes accordingly.</p>
12/124	<p>Matters arising.</p> <p>The Council received the latest update submitted by the Clerk. In addition, Members commented further as follows:</p> <p><u>12/124: Road closure between Shamley Green and Wonersh without notice.</u></p> <p>The Council expressed concern about the disruption and confusion caused to residents by the unexpected highway (B2128) closure for road works (pot-hole patching) and requested that the Clerk write to Mr Jason Russell, Surrey Highways, to seek assurances that sufficient notice would be provided in future to ensure all transport users had clear diversion routes, that bus passengers were aware of delays or re-routing of services and to enable uninterrupted access to the Infant school for staff, pupils, parents and visitors alike. The Clerk was also requested to alert Mr Russell to the voiding of a day's worth of data for a speed survey that was being carried out through Wonersh village, which had been partly financed by an SCC grant towards the Council's ongoing support for traffic calming.</p> <p><u>11/162(c): Drainage under Wonersh Common.</u></p> <p>Cllr R Bawden invited other Members to help in seeking to identify professional surveyors/contractors to draw up the specifications for essential works on which tender quotations could be based.</p>
12/125	<p>To approve the minutes of the Parish Annual Assembly held on 26 April 2012.</p> <p>The Council accepted that these were a true record of the meeting. Cllr Powell-Evans signed the minutes accordingly.</p>
12/126	<p>To receive the approved minutes of the Planning Committee meetings held on 26 April, 10 May and 24 May 2012.</p> <p>The Council received the approved minutes which had been signed by Cllr R Bawden.</p>
12/127	<p>Finance – to consider and approve the following:</p> <p>(a) the lists of receipt & payment vouchers in May 2012 The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Band, seconded by Cllr Smith);</p> <p>(b) the end-May 2012 financial statement The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Healy, seconded by Cllr Band);</p>

	<p>and further to approve in accordance with Standing Order 13(c) and consequential Financial Regulation 6.4 the following urgent payments already made:</p> <p>(c) the payment of £382.49 (ex VAT) for the purchase of a new Parish Office computer hard-drive and associated updated software The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Grant, seconded by Cllr Band);</p> <p>(d) the payment of £936.56 for the Council’s annual insurance policy from 1 June 2012 to 31 May 2013 The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Healy, seconded by Cllr R Bawden).</p>
12/128	<p>To consider and approve a two-year contract (2012-2014) for the grass-cutting of Council-owned common land within the parish.</p> <p>The Council <i>RESOLVED</i> unanimously to approve this new contract with Mr Clive Greenland (proposed by Cllr Brodie, seconded by Cllr R Bawden).</p>
12/130	<p>To consider the Council’s response to the issue of increasing parking problems in the centre of Shamley Green and to approve next steps.</p> <p>Cllr Band drew attention to this growing problem, especially in the light of a new commercial enterprise opening in the centre of the village, placing pressure on approved and unlawful on-road/off-road parking alike. Members agreed that in rural villages like Shamley Green the use of private motor vehicles for access was growing and the provision of additional public transport, even if a possibility would not stem reliance on cars. The Council recognised the dilemma of the need to encourage new investment, business and leisure access to such an attractive settlement on the edge of the Surrey Hills while seeking to preserve as much as possible the open spaces and commons that helped to make it attractive in the first place.</p> <p>The Council noted that the opening of the “Speckledy Hen” was the catalyst but not the cause of a problem that had been growing and needed to be tackled. It welcomed Cllr Band’s initiative to contact WBC, the owner of the majority of the registered common land in Shamley Green, to see if options could be identified to mitigate problems, in consultation with other interested parties and Stakeholders. Members further welcomed the desire of WBC to work with the Council to find a solution. The Council therefore <i>RESOLVED</i> to accept WBC’s invitation to become actively engaged in seeking to identify an agreeable solution to increased parking in the centre of Shamley Green (proposed by Cllr Band, seconded by Cllr R Bawden. Members requested that the Clerk work with WBC colleagues to identify a number of options that could be considered by the Council and through public consultation with other stakeholders.</p>

12/131	<p>To consider and approve the Council's requests, if any, for items of business to be included in the <i>WBC Eastern Villages Cluster</i> meeting to be held on 23 July 2012.</p> <p>The Council noted with regret the decision by WBC, without prior consultation, to change both the date of the next joint meeting and to combine participation of a number of clusters together. However, the Council recognised the importance of attending the meeting to learn about WBC's proposed new Standards & Code of Conduct regime, which could act as a model for local councils too.</p> <p>The Council agreed that it should also take the opportunity to ask for a briefing by WBC on the following three topics:</p> <ul style="list-style-type: none"> • the implications and impact for local councils in proposed changes to central government funding for principal authorities (such as WBC); • an update on progress by WBC to revise the Local Plan in conformity to the provisions of the National Planning Policy Framework; • WBC's commitment to the management of commons and open spaces, challenges (eg financial provision and other issues such as parking) and details of the revised executive/management structure within WBC. <p>The Council also requested that the Clerk establish that officials from Planning Services would be present to respond to a number of prior written questions, as well as any topical questions and comments of interest.</p>
12/132	<p>To consider further the potential disposal of Gerald's Wood and to approve next steps.</p> <p>Cllr Powell-Evans informed the Council that she was actively seeking quotations from two companies specialising in the sale/purchase of woodland and was sending them more details about Gerald's Wood, including the Land Registry reference for them to consider what if any difference would be made to the value of the land, with or without formal restrictions on future use being in place.</p>
12/133	<p>To consider further the request for a new community notice board in Wonersh and to approve next steps.</p> <p>The Council considered the report submitted by Cllr Healy about the needs and preferences to display publicity material of those Wonersh village community organizations who had responded to Cllr Healy. Cllr Healy undertook to continue to seek views from organizations that had not so far responded.</p> <p>Members agreed that significant demand had been established for a new community noticeboard but agreed that it would be difficult to add anything bigger than a new, 2x2 A4 board on the available wall space. Most consultees believed this would be too small.</p> <p>The Council requested that the Clerk examine the possibility of replacing the present small-ads board with a new, larger one (eg 3x3 A4). The Council</p>

	<p>further requested that price quotations be sought for such a board as well as for a new 2x2 A4.</p>
12/134	<p>To consider suggestions for improving the Council’s effectiveness in delivering services on behalf of the residents of the parish and to approve next steps.</p> <p>The Council thanked Cllr Holtom for the report he had submitted on his reflections for improving the Council’s effectiveness in future. The Council noted that its members, as volunteers, reflected wide expertise and experience. Members agreed that it was important to focus on doing things well that they were good at doing. They noted Cllr Holtom’s references in particular to communicating better with the electorate, eg through the Council’s newsletter to be discussed under the following agenda item.</p>
12/135	<p>To consider suggestions for improving the Council’s communications with the residents of the parish and to approve next steps.</p> <p>The Council agreed on the importance of communicating with and engaging local residents in the pursuit of priority, ongoing work and new projects. Cllr Smith noted the confusion in the minds of many people about the distinction between the roles and responsibilities of the civil and ecclesiastical parishes. Members also agreed on the importance of recognising that the parish was made up of three distinct communities: Blackheath, Shamley Green and Wonersh, despite the Council only being named for the historically, oldest settlement.</p> <p>Given the amount of other work on which the Council was presently engaged it agreed to take forward improving communications on a step-by-step basis. While agreeing that the present double sided newsletter continued to provide a cost-effective way to inform the electorate about events and important issues, it was important for the various Working Parties to contribute short, topical (and ideally photo-illustrated) updates for inclusion. Members were grateful to Cllr K Bawden for agreeing to develop some new ideas for the masthead, which would highlight the newsletter’s relevance to the local, civil (secular) community better than “Wonersh Parish Council” did at present.</p>
12/136	<p>To consider and approve the Council’s policy for handling anonymous correspondence.</p> <p>Cllr Powell-Evans informed the Council about “good-practice” advice she had received from Surrey County Association of Parish and Town Councils (SCAPTC) for dealing with a variety of anonymous correspondence. The Council agreed that the issue be considered further at its next meeting with a view to adopting a policy for handling such correspondence in future. The Council agreed that it would like to consider how to publicise the policy and to assure residents that confidentiality of communications would always be respected when in accordance with the law.</p>

12/137	<p>To consider SCC proposals for promoting localism and to approve next steps.</p> <p>The Council noted the invitation received by Cllr Holtom to join an SCC-sponsored working party to examine proposals to promote localism but agreed that no-one had sufficient time to be able to do this. Cllr Holtom undertook to reply declining the offer.</p>
12/138	<p>Reports by Members and the Clerk:</p> <p>(a) Bramley Library update</p> <p>Cllr K Bawden informed the Council that there was no update to report;</p> <p>(b) Longacre School traffic management consultation committee meeting</p> <p>The Council received the report submitted by Cllr Smith of the record of the meeting held on 24 May 2012;</p> <p>(c) Shamley Green traffic calming</p> <p>The Council received the report submitted by Cllr Holtom;</p> <p>(d) Wonersh Traffic Calming</p> <p>The Council received an update from Cllr Powell-Evans about the traffic speed survey which had been interrupted by an act of vandalism one day and the SCC-ordered road closure on another. The Council noted the company had added an extra day of data collection free of charge to replace that missed because of vandalism. Cllr Powell-Evans undertook to seek a further additional day's survey to replace that lost by the road closure. The Council agreed that it should seek reimbursement from SCC if the company felt constrained to charge for this work (see also matters arising 12/124 above).</p> <p>(e) Shamley Green flooding in Stroud Lane</p> <p>The Council received the report submitted by Cllr Holtom, which the Clerk had submitted to SCC.</p>
12/139	<p>Correspondence.</p> <p>(a) The Council noted receipt of the 2012 SCC Countryside Access Report;</p> <p>(b) The Council noted with regret that a WBC Community Safety Event clashed directly with this meeting;</p> <p>(c) The Council noted that the next meeting of the SCC Local (Waverley) Committee meeting was due to take place on 20 June but no-one was available to attend;</p>

	<p>(d) The Council noted the deadline for submission of comments to the WBC consultation on <i>Parking Guidelines</i> was 5 July 2012. Accordingly it requested that the Planning Committee be invited to agree on a way to collate and submit observations on its behalf ahead of the deadline;</p> <p>(e) The Council noted the advice of WBC to local councils not to act precipitately in preparing a Neighbourhood Plan ahead of WBC agreeing the contents of its Planning Policy Framework with central government.</p>
12/140	<p>Members' business for noting or including on a future agenda.</p> <p>(a) Cllr Brodie informed the Council that contractors would begin work on the Blackheath Verge improvement project on 23 July 2012;</p> <p>(b) Cllr Grant requested that consideration of a new bus shelter in the village centre be added to the agenda of the next meeting.</p>
12/141	<p>Dates of future meetings:</p> <p>Council: 12 July 2012.</p> <p>Planning Committee: 21 June & 5 July 2012.</p>

There being no further business, Cllr Powell-Evans closed the meeting at 10.00 pm.