

Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

www.wonershparish.org



1.

MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

held on Thursday 10 January 2013, at 7.30 pm at Wonersh Sports Pavilion

PRESENT

Cllr M Band, Cllr K Bawden (except for item 12/13 233), Cllr R Bawden (except for item 12/13 233), Cllr P Brodie, Cllr G Grant (except for item 12/13 233) Cllr L Healy (except for item 12/13 232), Cllr B Holtom, Cllr A Powell-Evans (in the chair); and

Pc A Kerby (for item 12/13 223 only) and eleven members of the public (for items 12/13 221 to 224, 231 & 232 only).

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

12/13 221	<p>Apologies for absence.</p> <p>The Council received and accepted apologies for absence from Cllr C Smith and Borough Cllr M Goodridge.</p>
12/13 222	<p>Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code.</p> <p>1. All Members declared disclosable pecuniary interests in agenda item 12/13 229 below (as required under paragraphs 4 & 5 of the Code) because of their own liability, as well as that of spouses/partners, other family members, friends or close associates, to contribute to the Council's precept (leviable on residential properties within the parish). The Council noted that it would be unable to fulfil its duty to set its annual budget and precept for 2013/14 (and subsequently for 2014/15 and 2015/16) by virtue of being inquorate if all Members were required, as a result of their disclosable pecuniary interests, to withdraw from Council meetings whenever such items of business arose. However, the Council had been advised by the Waverley Borough Council (WBC) Deputy Monitoring Officer, that it was in order for the Council to grant a dispensation to all Members so that they could speak and vote on setting the annual budget and precept. The Clerk confirmed that under paragraph 7 of the Code, the Council had the authority to grant a dispensation to Members if it considered that the number of Members otherwise prohibited from taking part in the meeting would inhibit the transaction of business, or if it were in the interests of the inhabitants of the Council's area for Members to take part, or if it were otherwise appropriate to grant a dispensation.</p> <p>2. The Council therefore <i>RESOLVED</i> unanimously that a dispensation be approved to permit all Members who would otherwise be prohibited from participating in consideration and approval of the Council's annual budget and precept (because of disclosable pecuniary interests in residential properties within the parish on which the Council's precept is leviable) to do so. The Council further <i>RESOLVED</i> that this dispensation be in effect from the present to 30 April 2015 (proposed by Cllr Band, seconded by Cllr Brodie).</p> <p>3. Cllrs K and R Bawden and G Grant declared disclosable pecuniary interests in</p>

	<p>item 12/13 233 as allotment garden tenants.</p> <p>4. Cllr Healy declared a disclosable pecuniary interest of a family member in item 12/13 232.</p>
12/13 223	<p>Briefing by the Safer Neighbourhood Policing Team on issues of local interest and concern.</p> <p>1. Pc Kerby briefed the Council about the importance of securing property to deter opportunistic crime. He referred to thefts from four different motor vehicles and a residential property in Wonersh Park which had been left unlocked in the early New Year. By contrast an attempted house burglary in December had been thwarted because the thief had run off when he activated the security alarm.</p> <p>2. Pc Kerby also spoke about some incidents of criminal damage in Lords Hill on New Year's Eve. He was grateful to the Council for displaying police notices seeking help from potential witnesses and victims to tackle this crime.</p> <p>3. Cllr Brodie asked about a theft of number plates from a motor vehicle in Blackheath. Pc Kerby was unsighted about the latest incident but reiterated the importance of reporting the loss of registration plates at the earliest opportunity to the police.</p>
12/13 224	<p>Open meeting for members of the public to raise matters with the Council.</p> <p>1. Four electors confirmed that they had come to the meeting to listen to the Council's discussion about agenda item 12/13 231 (see below). Mrs M Mannix remarked that parking had become much of a problem over the last year and cited the increasing popularity of the village centre as a starting point for large walking/rambler groups. Mr J Durrant noted that people were not willing to park cars at the Roman Temple (Farley Heath) because of the lack of security and because of the large number of horse boxes which did use this space.</p> <p>2. Seven electors stated that they were Wonersh residents interested in seeking to retain Gerald's Wood as a community amenity. Mr S Scott explained that he had been in touch with the Forestry Commission and the Surrey Wildlife Trust to see what grants might be available to help a group of committed volunteers to maintain the woodland and even make it pay its way.</p>
12/13 231	<p>The Council agreed to bring forward consideration of items 12/13 231 and 232.</p> <p>To consider the responses to the public consultation of Shamley Green residents about parking in the centre of the village and to agree next steps.</p> <p>1. Cllr Powell-Evans presented a report analysing the written and oral responses from local residents to potential proposals for more designated parking places. Councillors agreed that the public consultation had been a worthwhile exercise and had attracted a good turn-out (over 90 residents) to the meeting held at Wonersh & Shamley Green Infant School Assembly Hall. The two most popular sites and potentially viable sites were options 7 & 14 near the Red Lion. However, option 7 would be expensive to realise, because of substantial excavation work, and option 14 depended upon the Electricity Power Network relinquishing a sub-station building. Some near neighbours had expressed concern about the negative impact of more parking at these sites. None of the other potential sites had garnered much support and these were outweighed by expressions of concern.</p>

	<p>The Council agreed that it should continue to work closely with Waverley Borough Council to explore pursuing options 7 & 14 while recognising that the costs involved could make these too expensive to carry out in the end.</p> <p>2. Members also agreed that the Council should seek to work more closely with the police and Surrey County Council (SCC) to combat anti-social, illegal and dangerous parking. Cllrs Grant, Holtom and Smith (Shamley Green Ward Members) agreed to take the lead in calling for volunteers (especially from residents most badly affected) to use polite notices to deter anti-social parking.</p> <p>3. Members noted that increasing numbers of rambler and walking groups were parking in the centre of the village before setting out to explore the Surrey Hills. The Council agreed that it should do more to contact organised groups and associations to request that other designated parking sites, eg the Roman Temple, be used and to explore with the schools in the parish if the latter's car-parks could be utilised, eg at weekends and during the school holidays .</p> <p>4. The Council agreed that an update about its thinking and next steps should be placed in the next parish-wide quarterly newsletter.</p>
12/13 232	<p>Cllr Healy withdrew from the meeting.</p> <p>To consider the responses to the public consultation of Parish residents about the future of Gerald's Wood and to agree next steps.</p> <p>1. The Clerk informed the Council that he had received eight responses from parish residents: one expressing interest in buying the land; and seven expressing varying degrees of concern about the potential loss to the community. Of these, one individual has expressed interest in trying to galvanise a local group of volunteers, backed by Surrey Wildlife Trust experts to explore managing the woodland. One of the correspondents would be reconciled to a sale if the Council could negotiate a public right of way with the new owner.</p> <p>2. In the light of the serious expression of interest on the part of Mr Scott and others keen volunteers to put together a sustainable plan to revitalise Gerald's Wood without the Council incurring additional expense, Members agreed to a moratorium of three months before taking forward the potential sale of the land to allow such a volunteer community group to draw up a plan and present it to the Council.</p> <p>3. The Council agreed that an update about its thinking and next steps, including a contact email for the proposed voluntary group, should be placed in the next parish-wide quarterly newsletter.</p>
12/13 225	<p>Cllr Healy rejoined the meeting and the Council resumed consideration of agenda items in their original numerical sequence.</p> <p>To approve the minutes of the Council meeting held on 8 November 2012.</p> <p>The Council accepted that these were a true record of the proceedings. Cllr Powell-Evans signed the minutes accordingly.</p>
12/13 226	<p>Matters arising.</p> <p>1. The Clerk apologised that he had not been able to prepare an update ahead of</p>

	<p>the meeting.</p> <p>2. The Clerk confirmed that he was close to completing the application form to seek <i>QE II Field</i> status for Wonersh Sports Ground.</p> <p>3. Cllr Band updated the Council about SCC's commitment to complete the outstanding works for the Shamley Green traffic-calming project.</p> <p>4. Cllr Brodie confirmed that <i>Surrey Hills AONB Project</i> had agreed to adopt the renovation of the Blackheath crossroads signpost.</p>
12/13 227	<p>To receive the approved minutes of the Planning Committee meetings held on 8 & 22 November 2012.</p> <p>The Council received the approved minutes which had been signed by Cllr R Bawden.</p>
12/13 228	<p>Finance – to consider and approve the following:</p> <p>(a) the list of receipt and payment vouchers in November & December 2012;</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Band, seconded by Cllr Healy);</p> <p>(b) the end-November & end-December 2012 financial statements;</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Brodie, seconded by Cllr Grant);</p> <p>(c) the variances and estimated outturn for the present (2012/13) financial year (as at the end of Q3);</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Band, seconded by Cllr Holtom);</p> <p>(d) the payment of £35 for the Council's annual 2013 subscription to <i>Friends of the Hurtwood</i>;</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr R Bawden, seconded by Cllr Healy);</p> <p>(e) the payment of £430 (ex VAT) to <i>Guildford YMCA</i> for renovation works at Wonersh Allotments site.</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Band, seconded by Cllr Brodie).</p>
12/13 229	<p>To consider and approve the Council's budget and precept for 2013/14.</p> <p>1. The Council noted that due to the late instructions issued by the Government about future council tax benefit arrangements to WBC and other principal local authorities which were responsible for the billing and collection of precepts on behalf of town and parish councils it had not yet been possible for WBC to calculate the local tax base on which individual Band D household precepts could be calculated. Although the Council was aware that its 2013/14 precept could not be capped by the Government it was determined to behave prudently on behalf of local council tax payers. Members further noted that the proposed precept revenue</p>

	<p>element of the budget required for 2013/14 was only 1% greater than in 2012/13. However, to ensure that the individual Band D precept was no more than 5% greater than in 2012/13 the Council agreed to meet any such required additional funding to meet the approved expenditure of up to £39,400 from the Council's reserves.</p> <p>2. The Council therefore RESOLVED to approve the 2013/14 budget of £39,400 as set out at Annex A of these Minutes but that the proposed <i>Precept</i> figure under <i>Income</i> should not exceed £36,542 or the equivalent of a 5% increase in the sum of individual Band D precepts for 2013/14 whichever were the lower. The Council further RESOLVED that any shortfall in precept revenue to meet approved expenditure of up to £39,400 in 2013/14 should be paid from the Council's existing financial reserves (proposed by Cllr Band, seconded by Cllr K Bawden).</p>
12/13 230	<p>To consider and approve arrangements for the <i>Parish Affordable Housing Exhibition</i> on 29 & 30 January 2013.</p> <p>The Council received a report from Cllr Holtom and agreed the arrangements made for the forthcoming exhibition at Wonersh and Shamley Green.</p>
12/13 233	<p>Cllrs K and R Bawden and G Grant withdrew from the meeting.</p> <p>Wonersh Garden Allotments – to consider and approve the following:</p> <p>(a) the rental agreement between the Council and Dr Sullivan for the allotments site for 2013/14, including the payment of £367.50 in annual rent by the Council to Dr Sullivan</p> <p>The Council RESOLVED that this be approved (proposed by Cllr Healy, seconded by Cllr Band);</p> <p>(b) 2014/15 annual rental charges for Garden Allotment plots.</p> <p>The Council RESOLVED that the 2014/15 annual rental charge for whole garden allotment plots be £60 and for half-plots be £30 (proposed by Cllr Healy, seconded by Cllr Band).</p>
12/13 234	<p>Cllrs K and R Bawden and G Grant rejoined the meeting.</p> <p>To consider and approve the appointment of <i>Guildford YMCA</i> as the Council's contractor for the decent maintenance of the closed Wonersh Burial Ground for the period of 1 April 2013 to 31 March 2014 at a charge of up to £1,000 during this period.</p> <p>The Council noted that Guildford YMCA were offering the same competitive terms as in 2012/13. The Clerk also informed the Council that he and Wonersh Parochial Church Council had agreed that the contractor had performed the duties well to-date. The Council therefore RESOLVED unanimously to approve this (proposed by Cllr K Bawden, seconded by Cllr Brodie).</p>
12/13 235	<p>To consider and approve the contents of the Winter 2012/13 parish newsletter.</p> <p>Cllr Grant confirmed that she had received a profile from the Clerk and other items but that there was space to add other pieces as agreed at items 12/13 231 and 232. Cllr R Bawden requested that details of the next Wonersh community litter-</p>

	pick (on 23 March 2013) be advertised. Cllr Grant agreed to circulate the draft newsletter as quickly as possible.
12/13 236	<p>To consider the following planning application submitted to Waverley Borough Council (WBC):</p> <p>WA/2012/1929: Sunhaven, 1 Barnett Close, Wonersh, GU5 0SB. <i>Erection of a two storey extension, alterations and dormer windows following demolition of existing outbuilding.</i></p> <p>The Council carefully considered this application and <i>RESOLVED</i> that it had no objections to the proposals.</p>
12/13 237	<p>To consider and approve the date and venue for the 2013 Parish Assembly.</p> <p>The Council <i>RESOLVED</i> unanimously that the 2013 Parish Assembly take place at 7.30pm on Thursday 18 April at Blackheath Village Hall (proposed by Cllr R Bawden, seconded by Cllr Brodie).</p>
12/13 238	<p>To consider and approve the Council's recommendation to WBC that the <i>Pepperpot Shelter, Wonersh</i>, be designated as a Building of Local Merit.</p> <p>The Council carefully considered this application and <i>RESOLVED</i> that it recommend approval for the designation of the Wonersh Pepperpot as a BLM to WBC (proposed by Cllr K Bawden, seconded by Cllr Grant).</p>
12/13 239	<p>Reports by Members and the Clerk:</p> <p>(a) SCC: Cranleigh, Ewhurst and Eastern Villages Highways Task Group: 22 November 2012</p> <p>Cllr Powell-Evans presented a report and informed the Council had accepted the need to provide an extension to the footpath on the northern side of <i>The Street</i> between Wonersh and Bramley;</p> <p>(b) Surrey Rural Conference: 29 November 2012</p> <p>Cllr Powell-Evans presented a report;</p> <p>(c) Surrey Association of Local Councils (SALC) Briefing: 4 December 2012</p> <p>The council received a report submitted by Cllr Smith;</p> <p>(d) Longacre School Traffic Management: 22 November 2012</p> <p>The Council received a report submitted by Cllr Smith;</p> <p>(e) Damage to roadside grass verge near Blackheath Village Hall</p> <p>Cllr Brodie confirmed that the company whose delivery vehicle had caused damage to the grass surface had undertaken immediate remedial repairs. However, it would be essential to consider additional repairs to the grass surface in the Spring when the ground was drier.</p>
12/13 240	<p>Correspondence.</p> <p>(a) Biennial Trees Inspection Report</p> <p>The Council noted receipt of the report and requested that this be considered as a</p>

	<p>substantive agenda item at its next meeting;</p> <p>(b) SCC: Local Committee (Waverley) meeting: 24 January 2013</p> <p>The Council noted that this meeting was due to take place but no Members were available to attend.</p>
12/13 241	<p>Members' business for noting or including on a future agenda.</p> <ol style="list-style-type: none"> 1. Cllr Brodie reported the concerns of some Blackheath residents about the increasing erosion of the banks along Blackheath Lane. 2. Cllr Grant raised the issue of increased damage to the roadside verges near the centre of Wonersh. The Clerk was waiting to see if a householder who had permission to build out a new driveway would undertake the work before taking forward new post installations, with the approval of Surrey Highways. 3. Cllr Healy raised the issue of the poor surface of the footpath on the western side of Wonersh Common Road. 4. Cllr Holtom raised the possibility of improving further the Council's newsletter heading and was invited to suggest some proposals. 5. Cllr R Bawden requested that the issue of car-parking in the centre of Wonersh be included as a substantive agenda item at the Council's March meeting.
12/13 242	<p>Dates of future meetings:</p> <p>Council: 14 February 2013</p> <p>Planning Committee: 17 & 31 January 2013</p>

ANNEX A

Wonersh Parish Council: 2013/14 budget (£)	2012/13	2013/14
Income		
Precept	36,299	36,524
Compensatory Grant	2,410	2160
Allotment Rents	580	675
Bank Interest	110	120
Grants & Donations	0	0
Sundry Income	1	1
Total Receipts	39,400	39,480
Expenditure		
Payroll	(13,100)	(13,100)
Gratuities (Pensions)	0	0
Clerk's expenses	(120)	(100)
Accounts & bookkeeping fees	(300)	(300)
Office postage	(120)	(100)
Office stationery	(750)	(750)
Office rent	(1,000)	(1,000)
Office telecoms & broadband	(800)	(800)
Office equipment	(100)	(100)
WPC training & courses	(500)	(500)
WPC publicity	(1,750)	(1,800)
WPC website	(250)	(200)
WPC insurance	(950)	(1,000)
WPC subscriptions	(1,100)	(1,100)
WPC audit fees	(600)	(600)
WPC sundries	(100)	(100)
WPC elections	(50)	(50)
Playground grass cutting	(1,300)	(1,450)
Playground litter picking	(550)	(620)
Playground maintenance & repairs	(1,100)	(1,100)
Allotments	(1,000)	(1,000)
Commons grass cutting	(2,600)	(2,600)
Commons litter picking	(960)	(1,100)
Commons maintenance & repairs	(2,600)	(2,600)
Gerald's Wood	(500)	(500)
Wonersh closed churchyard: grounds	(1,000)	(1,000)
Wonersh closed churchyard: walls	(1,000)	(1,000)
General maintenance	(1,800)	(1,800)
New Parish projects	(2,400)	(2,110)
Grants to other organisations	(1,000)	(1,000)
Total Expenditure	(39,400)	(39,480)

Allocated Reserves (as as 31/10/12) to be carried forward to 2013/14		
Capital reserve	7,026	7146
Retirement/death-in-service gratuity fund	1,919	1,919
Allotment deposit fund	600	600
Major repairs fund	250	250
Council elections fund	270	320
Council website and computer fund	126	126
Commons enhancement fund	172	0
Shamley Green traffic fund	410	410
Shamley Green Traffic Calming Project (SCC)*	2,000	2,000
Wonersh burial ground: walls maintenance*	138	138