



MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

held on Thursday 14 February 2013, at 7.30 pm at Wonersh Sports Pavilion

PRESENT

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

PCSO P Snow (for item 12/13 245 only), Mrs T Trewinnard (for items 12/13 243 to 246 and 251 only) and Mr P Betlam (for items 12/13 243 to 246, 251 and 257 only).

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

12/13 243	Apologies for absence. The Council received and accepted apologies for absence from Cllrs K and R Bawden, Cllr L Healy and from Borough Cllr M Goodridge.
12/13 244	Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code. 1. Cllrs Powell-Evans and Holtom declared non-pecuniary disclosable interests in agenda item 12/13 251 because of family relationships with Wonersh and Shamley Green Infant School (W&SGIS). The Clerk also disclosed a personal interest in item 12/13 251 as a member of the Governing Body of the school. 2. Cllr Band declared a non-pecuniary disclosable interest in item 12/13 255 because he was also a member of Waverley Borough Council's Housing Delivery Board.
12/13 245	Briefing by the Safer Neighbourhood Policing Team on issues of local interest and concern. 1. PCSO Snow briefed the Council about events over the last month. He provided details of a traffic accident on the Cranleigh Road (B2148) near the entrance to St John's Seminary that had involved three vehicles, one of which had overturned. He also disclosed that a local resident had been arrested for driving while disqualified and that there had been one report of theft (of a mobile phone) from a local business office. 2. PCSO Snow also alerted the Council to the activities of a number of companies managing cold-caller businesses in the local area, typically up to ten (mostly) ex-offenders would be transported in a mini-bus and then go door-to-door selling household items. It was important that door-step sellers should have individual licences and photo identification. Elderly or vulnerable people were advised to display "no callers" stickers available free from Surrey Police. Residents should call 101 if they had any concerns about any suspicious activities and 999 in an emergency. 3. Cllr Brodie raised issues of recent night-time disturbances in Blackheath.

	<p>PCSO Snow said that the SNPT had increased patrols in the area but it was important for residents to call 101 to alert the police to unusual or suspicious events.</p> <p>4. Members referred to the value of a local bulletin that the SNPT had produced in the past for display and distribution from local shops. PCSO Snow explained that there had been a move by Surrey Police in recent years to publish information leaflets covering new initiatives for larger areas but this approach was presently being reconsidered. PCSO Snow undertook to consult Pc Kerby about the possibility of them producing a more locally-focused notice in future.</p>
12/13 246	<p>Open meeting for members of the public to raise matters with the Council.</p> <p>1. Mrs Trewinnard, Head Teacher of W&SGIS, thanked the Council for its recent grant of £300 towards the school's outdoor learning woodland project.</p> <p>2. Mrs Trewinnard briefed the Council about the proposals for the infant school (Reception Year to Y2) which served the whole parish to become a through primary school. This was in response to an urgent need identified by Surrey County Council for additional junior school classes (Years 3 to 6) within the Tillingbourne Valley area and the demand from parents for the present "outstanding" infant provision at the school to be extended up to Y6. Mrs Trewinnard also commented that reforms to school funding being gradually introduced by the Government meant that the status quo of infant provision alone in small schools was unsustainable for the future. Mrs Trewinnard was grateful that a number of individual Councillors had been able to attend the two public meetings at the school on 13 February. Mrs Trewinnard invited the Council and all local residents to contribute to the present public consultation (which remained open until 22 March) about the proposals.</p> <p>3. In response to questions from Members about increased vehicle congestion at the turn-in from the highway to the school drive and potential parking problems at the beginning and end of the school day Mrs Trewinnard confirmed that the school would be required to prepare and implement a new travel plan to mitigate potential problems. The fact that many parents already had to drive from one school to another to drop off or pick up different siblings could be reduced in future and older children from Shamley Green would have more opportunity to walk or cycle. The school would look to extend the recently introduced drop-off and turn-around scheme at the school drive. The school would also want to examine the introduction of a bus service to cater for pupils from Wonersh, Blackheath and Rowly (part of the ecclesiastical parish of Shamley Green also included in the defined catchment area of the school). Having Y3 to 6 classes and greater numbers of pupils overall would also allow the school to consider staggering the school day and the introduction of a breakfast club and or more after-school clubs. Mrs Trewinnard advised the Council that there was space within the seven acre site to expand the car-park – not least to provide additional parking for new staff.</p> <p>4. Mrs Trewinnard suggested that the outline proposals for a new two-storey building for the required four additional classrooms and other facilities could be built alongside the new assembly hall. This should not have any detrimental effect on neighbouring properties but, if the principle of expansion was approved by SCC in June 2013, then the development would be subject to planning application and consent for which there would be a separate public consultation.</p> <p>5. Mr Betlam stated that he was attending the meeting because of his interest in the the WBC scheme to designate buildings of local merit and to support the inclusion of</p>

	his own property, Quoin Cottage, on the parish BLM list.
12/13 251	<p>In view of the attendance of Mrs Trewinnard the Council agreed to bring forward consideration of the following item.</p> <p>To consider and approve the Council's submission, if any, to the Surrey County Council (SCC) public consultation about the proposed expansion of the Wonersh & Shamley Green (Church of England) Infant School to Primary School status beginning in September 2014.</p> <p>1. The Council carefully considered this proposal and agreed that the school served an important role in community cohesion within the civil parish. Members noted that this could only be enhanced by expanding the school to become a through-primary school. The Council also welcomed the additional infrastructure and facilities which could also serve the wider community in due course. The Council recognised the importance of the school preparing and implementing a sustainable and credible traffic management plan to tackle road congestion and parking issues during the "school runs" in the morning and afternoon. The Council therefore RESOLVED unanimously to support the principle of the expansion of the school as set out in the formal proposals submitted for public consultation (proposed by Cllr Band, seconded by Cllr Grant).</p> <p>2. If the principle of expansion was agreed by SCC the Council looked forward to carefully considering in due course the proposed new development required through the planning application process.</p>
12/13 257	<p>In view of the attendance of Mr Betlam the Council agreed to bring forward consideration of the following item.</p> <p>To consider and approve the Council's recommendations to WBC for the following structures to be designated as Buildings of Local Merit (BLM):</p> <p>(a) Reading Room, Lawnsmead, Wonersh, GU5 0PQ; (b) United Reform Church, Wonersh Common, Wonersh, GU5 0PH; (c) Wonersh Village Club, Wonersh Common, Wonersh, GU5 0PW; (d) Shamley Cottage, Stroud Lane, Shamley Green, GU5 0ST; (e) Quoin Cottage, The Green, Shamley Green, GU5 0UJ; (f) The Old Chapel, The Green, Shamley Green, GU5 0UH; (g) Hullbrook House, Long Common, Shamley Green, GU5 0TF.</p> <p>The Council carefully considered the proposals for these buildings to be designated as BLMs. The Clerk confirmed that all the property owners had been contacted and that he had not received any objections. The Council therefore RESOLVED unanimously that these recommendations be approved and submitted to WBC (proposed by Cllr Brodie, seconded by Cllr Grant).</p>
12/13 247	<p>The Council resumed consideration of agenda items in their original order.</p> <p>To approve the minutes of the Council meeting held on 10 January 2013.</p> <p>The Council accepted that these were a true record of the proceedings. Cllr Powell-Evans signed the minutes accordingly.</p>
12/13 248	<p>Matters arising.</p> <p>The Council received a report from the Clerk. Members and the Clerk made a number of additional comments.</p>

	<p>(a) Blackheath Lane flood mitigation</p> <p>The Council note that the SCC had begun the works to improve the highway and that these should be completed within a week.</p> <p>(b) Shamley Green traffic-calming project</p> <p>The Council noted that SCC had yet to install reflectors on posts at village crossroads “squeeze”. The Community traffic-calming working party was considering how best to use the additional £2,000 grant made available by SCC to add value to the scheme.</p> <p>(c) litter and dog fouling</p> <p>1. The Clerk confirmed that Mr Paul Redmond, WBC Environmental Services, was sending him stickers to put on parish litter bins to encourage residents to dispose of bagged dog-mess. Mr Redmond had also suggested that the Council invest in some new bins for litter hot spots (purchase and installation costs). If these were placed adjacent to the public highway (including the adopted roads at housing estates, eg Nursery Hill/Garden Close) then WBC would undertake emptying them as part of their regular refuse service at no additional cost to the parish. The Council requested that the Clerk prepare quotations for consideration by the Council at a future meeting.</p> <p>2. The Clerk also informed the Council that Mr Redmond would welcome the opportunity to join Members for site visits at the three villages. The Clerk undertook to consult Members further about mutually convenient dates.</p> <p>(d) Motor vehicle parking in the centre of Shamley Green</p> <p>1. Cllr Band agreed to pursue discussion with WBC on behalf of the Council to take forward proposals to improve parking facilities to the south-west of the electricity sub-station.</p> <p>2. Cllr Powell-Evans undertook to identify and write to rambler/walking groups to suggest alternative parking away from the centre of the village.</p> <p>(e) Winter 2012/13 newsletter</p> <p>The Council agreed a number of suggestions for amendments and requested that Cllr Grant and the Clerk arrange printing and distribution of the finalised version by the beginning of March.</p>
12/13 249	<p>To receive the approved minutes of the Planning Committee meetings held on 6 December 2012 and 3, 17 and 31 January 2013.</p> <p>The Council received the approved minutes which had been signed by Cllr R Bawden.</p>
12/13 250	<p>Finance – to consider and approve the following:</p> <p>(a) the list of receipt and payment vouchers in January 2013;</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Brodie, seconded by Cllr Band);</p>

	<p>(b) the end-January 2013 financial statements</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Smith, seconded by Cllr Holtom).</p>
12/13 252	<p>To consider and approve the Council's budget and amended precept for 2013/14.</p> <p>The Council <i>RESOLVED</i> unanimously to confirm the 2013/14 budget of £39,400, as previously agreed at its meeting on 10 January, and to approve the requirement for an adjusted precept of £35,716, to take account of the additional grant of £838 being made to the Council by WBC, as set out at Annex A (proposed by Cllr Band, seconded by Cllr Holtom).</p>
12/13 253	<p>To consider and approve the formation of a Council Working Party to prepare for the 2013 Parish Annual Assembly.</p> <p>The Council agreed that this year's meeting should focus on key local issues and projects being pursued. As the venue was at Blackheath there could also be an opportunity to incorporate some of the display material and representatives of organisations that had been included in affordable housing exhibitions already held in Wonersh and Shamley Green. Cllr Brodie agreed to co-ordinate a working party to prepare for the meeting. The Council looked forward to receiving an update at its next meeting.</p>
12/13 254	<p>To consider and approve the 2012 (biennial) survey and report about trees in the parish for which the Council is responsible.</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr healy, seconded by Cllr Holtom).</p> <p>The Council noted that no urgent or emergency works had been identified in the report but requested that the Clerk and the Commons Working Party take the report's finding into account in the ongoing management and enhancement of these important parish amenities.</p>
12/13 255	<p>To consider the responses to the <i>Parish Affordable Housing Exhibition</i> held on 29 & 30 January 2013 and to approve the next steps.</p> <p>Cllr Holtom informed the Council that he was preparing a written report but he outlined the results of the two public meetings held at the end of January 2013. Both meetings had been well-attended (93+ at Wonersh and 63+ at Shamley Green). 41 attendees at the Wonersh meeting had submitted comments (16 in favour – 25 conditional support and/or opposed to the two known potential sites). 7 attendees at Shamley Green had also submitted written comments (6 in favour – 1 opposed). The meetings had stimulated some interest in offering other potential exceptional sites for consideration. It was clear the Council would need to explain the unsuitability of some sites, eg The Platt, because of their additional protected status as registered common land. Cllr Holtom was seeking to arrange a further meeting of the Housing Working Party and to bring forward proposals for the next steps.</p>

12/13 256	<p>To consider and approve the Council's support for an application by the Blackheath Village Society to Waverley Borough Council (WBC) for <i>The Villagers</i> public house to be designated as an <i>Amenity of Community Value (ACV)</i> under the provisions of the Localism Act 2011.</p> <p>Cllr Brodie presented the proposed application prepared by the BVS. The Council <i>RESOLVED</i> unanimously to approve its support (proposed by Cllr Smith, seconded by Cllr Grant) and requested that the Clerk write to WBC accordingly.</p>
12/13 258	<p>Reports by Members and the Clerk</p> <p>Shamley Green Newcomers' Party: February 2013</p> <p>Cllr Powell-Evans noted that this had been a worthwhile opportunity to meet newcomers and representatives of the wide range of active community organizations.</p>
12/13 259	<p>Correspondence</p> <p>(a) WBC public consultation about the review of its Statement of Licensing Policy</p> <p>The Council agreed to consider this issue at its meeting in April 2013.</p> <p>(b) invitation to meet the Surrey Police Commissioner: 11 June 2013</p> <p>The Clerk informed the Council that Mr K Hurley had been invited to make a presentation at the next meeting of the Surrey Branch of the Society of Local Council Clerks. Members were requested to inform the Clerk if they wished to attend the meeting at Ripley.</p> <p>(c) WBC Core Strategy Consultation and Neighbourhood Planning Bulletin</p> <p>The Council noted the contents provided but requested that the Clerk consult WBC about the timetable for completing the Strategy and to seek confirmation of the date for the next meeting of Planning Forum at which the Strategy and Neighbourhood Planning could be discussed in more detail.</p>
12/13 260	<p>Members' business for noting or including on a future agenda.</p> <p>1. Cllr Holtom noted that the latest LCR magazine had included an article about the relative simple procedure for changing the name of the Council. The Council invited him to submit this for consideration as a substantive agenda at a future meeting of the Council.</p> <p>2. Cllr Holtom reiterated his suggestion that the format of a future quarterly newsletter could focus on the details of initiatives and projects undertaken by the Council over the previous year. The Council noted that the Spring newsletter usually carried an abbreviated version of the Council Chair's report to the Parish Annual Meeting outlining the activities of the Council for this period but would be willing to consider a new format or proposals for Cllr Holtom at its meeting in April ahead of publication of the next newsletter at the beginning of May 2013.</p>
12/13 261	<p>Dates of future meetings:</p> <p>Council: 14 March 2013</p> <p>Planning Committee: 28 February & 14 March 2013</p>

There being no further business, Cllr Powell-Evans closed the meeting at 9.50 pm.

	2012/13	2013/14
Income		
Precept	36,299	35,716
WBC 2013/14 Council Tax Support Grant	0	838
WBC Compensatory Grant	2,410	2130
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)
Playgrounds grass cutting	(1,300)	(1,450)
Playgrounds litter picking	(550)	(620)
Playgrounds 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 at 31/12/12) to be carried forward to 2013/14 financial year

	31/12/12	Estimate 01/04/13
Capital reserve	7,076	7100
Retirement/death-in-service gratuity fund	1,919	1,919
Major repairs fund	250	250
Council elections fund	270	320
Council website and computer fund	126	126
Shamley Green traffic fund	410	410
Shamley Green traffic calming project (SCC)*	2,000	2,000
Wonersh community notice board*	700	800
Wonersh burial ground: walls maintenance*	138	138