

Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

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MINUTES OF THE ANNUAL MEETING OF WONERSH PARISH COUNCIL 2013/14

held on Thursday 9 May 2013, at 7.30 pm at Wonersh Sports Pavilion

PRESENT

Cllr K Bawden (except for agenda item 021), Cllr R Bawden (except for item 021), Cllr L Healy (except for item 025), Cllr B Holtom, Cllr A Powell-Evans (in the chair); Pc A Kerby and PCSO P Snow (for items 001 to 006 only); and forty members of the public (for items 001 to 006 and 025 only).

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

13/14 001	To elect the Chairman of the Council. The Council <i>RESOLVED</i> unanimously to elect Cllr Powell-Evans (proposed by Cllr R Bawden).
13/14 002	To elect the Vice-chairman of the Council. The Council <i>RESOLVED</i> unanimously to elect Cllr R Bawden (proposed by Cllr Healy).
13/14 003	To consider and approve apologies for absence. 1. The Council <i>RESOLVED</i> unanimously to approve apologies for absence from Cllrs M Band, G Grant and C Smith (proposed by Cllr K Bawden). 2. The Council also received and accepted apologies from County Cllr Young.
13/14 004	Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code. Cllr Healy declared a disclosable pecuniary interest in item 025. Cllrs K and R Bawden declared disclosable pecuniary interests in item 021.
13/14 005	Briefing by the Safer Neighbourhood Policing Team on issues of local interest and concern. Pc Kerby informed the Council that during the previous four weeks there had been only one reported incidence of theft within the Parish and, in neighbouring parishes, the theft of a number of motor vehicles. The Council thanked Pc Kerby and PCSO Snow for the publication of leaflets, focused on local criminal activity and prevention advice, available at the Wonersh and Shamley Green village shops. These had been well-received by residents.
13/14 006	Open meeting for members of the public to raise matters with the Council. (a) Affordable housing within the Parish 1. Fifteen members of the public from Wonersh spoke to raise concerns and

	<p>objections to building any new residential dwellings on designated Green Belt land within the Parish. Some expressed opposition, in principle, to development on the Green Belt. Others questioned the accuracy and reliability of the Housing Needs Survey (HNS) carried out by Surrey Community Action (SCA) on behalf of the Council, which in turn could undermine the credibility of the subsequent HNS Report (HNSR) in identifying the “need” for affordable, social housing for people with an existing connection to the Parish. The Council acknowledged that its present commitment to explore how it could reasonably respond to local “need” for affordable, social housing was predicated on the robustness of the Housing Needs Survey Report and its recommendations. A number of individuals also expressed concern about how the Council had informed local electors to-date about what was or was not going on. The Council gave an assurance that its approach to addressing this issue was based on transparency and openness, making use of its quarterly newsletters, website notice board, exhibitions in Wonersh and Shamley Green and, most recently, the Annual Parish Assembly held at Blackheath to update local residents. The Council reiterated that its present exploration of the viability of potential sites did not indicate any commitment to support building on any of the sites under consideration without prior full, public consultation.</p> <p>2. In response to the concerns that had been raised, the Council agreed to address the issue of affordable housing, including the next steps to be taken, as a substantive agenda item at its next meeting. In the meantime, the Council undertook to arrange a meeting (or meetings) beforehand with a representative group of the concerned residents to respond in detail to questions and comments about the HNS process and the HNSR to inform the Council’s discussion and any decisions for it to take. The Council would invite representatives of SCA to participate as well. The Council would also wish to take into account progress being made by Waverley Borough Council (WBC) in its parallel exploration of options to develop potential “brown field” sites within the settlements of Shamley Green and Wonersh.</p> <p>(b) Renovation of Gerald’s Wood</p> <p>Representatives of the Wonersh Woodland Group (WWG) made a presentation about the formal proposal - Gerald’s Wood Management Plan (GWMP) – and requested that the Council support it.</p>
<p>13/14 025</p>	<p>The Council agreed to bring forward consideration of agenda item 025. Cllr Healy withdrew from the meeting.</p> <p>To consider the future of Gerald’s Wood and to approve the next steps.</p> <p>1. The Council carefully considered the proposed GWMP presented by WWG. Members noted that the proposals were predicated on meeting the Council’s requirements (Section 2 of the Plan) and were thorough. The Council agreed that the enthusiasm of the WWG volunteers could make this project a helpful catalyst for community cohesion and engagement within Wonersh village. The Council therefore <i>RESOLVED</i> unanimously to support the WWG proposals going ahead, subject to WWP demonstrating to the Council’s satisfaction that it had put in place adequate public liability and accident insurance cover for it and all its volunteers.</p> <p>2. The Council also requested that the Clerk seek advice about appropriate means, contractual or otherwise, to confirm the relationship between it and WWP over the parties’ respective responsibilities for the future management of the woodland.</p>

13/14 007	<p>Cllr Healy rejoined the meeting.</p> <p>To consider and approve the minutes of the Council meeting held on 11 April 2013.</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Healy).</p>
13/14 008	<p>To receive progress reports about matters previously considered and approved by the Council.</p> <p>1. The Clerk regretted that, due to other priority Council business, he had not been able to prepare a report prior to the meeting.</p> <p>2. Referring to <u>Minute 12/13: 286</u> Cllr R Bawden informed the Council that WBC had no authority to vary the conditions on Blackheath Cricket Club in assessing the discharge of its previously agreed conditions about the future use of the new pavilion. At the request of the Council's Planning Committee, Cllr Bawden had written to the Club requesting that the latter voluntarily agree to set up a community consultation committee to monitor events and their impact on the village and, in particular, on immediate neighbours of the Club. However, the Club had declined to do so. The Council accepted that there was no further action it could take.</p>
13/14 009	<p>To receive the approved minutes of the Planning Committee meetings held on 11 April 2013.</p> <p>The Council noted receipt.</p>
13/14 010	<p>To receive the approved minutes of the Risk & Audit Committee meeting held on 11 October 2012.</p> <p>The Council noted receipt.</p>
13/14 011	<p>To appoint Members of the Council's Planning Committee.</p> <p>The Council <i>RESOLVED</i> unanimously to appoint all Members to the Planning Committee of the Council and to delegate responsibility to the Committee for: (a) <i>consideration</i> of planning-related matters; (b) making <i>decisions</i> on behalf of the Council about local planning applications; and (c) making <i>recommendations for decision</i> by the Council about planning-related issues (proposed by Cllr R Bawden).</p>
13/14 012	<p>To appoint Members of the Council's Risk and Audit Committee.</p> <p>The Council <i>RESOLVED</i> unanimously to appoint Cllrs Band, R Bawden, Healy and Smith to the Risk and Audit Committee of the Council and to delegate responsibility to the Committee for: (a) <i>consideration</i> of risk and audit-related matters of the Council; and (b) making <i>recommendations for decision</i> by the Council about risk and audit-related issues (proposed by Cllr K Bawden).</p>
13/14 013	<p>To appoint Members of the Council's Personnel Committee.</p> <p>The Council <i>RESOLVED</i> unanimously to appoint Cllrs R Bawden, Grant and Powell-Evans to the Personnel Committee of the Council and to delegate responsibility to the Committee for: (a) <i>consideration</i> of personnel matters; (b) making <i>decisions</i> where specifically required to do so in accordance with the provisions of the <i>Personnel & Employment Handbook</i> of the Council; and (c) making <i>recommendations for decision</i> by the Council about other personnel issues (proposed by Cllr Holtom).</p>

<p>13/14 014</p>	<p>To appoint Members of the Council’s working parties:</p> <p>(a) Council Quality Status</p> <p>The Council agreed to constitute and appoint Cllrs K Bawden, Grant, Holtom and Powell-Evans to a Council Quality Status working party to consider and make recommendations to the Council about achieving quality status;</p> <p>(b) Emergency Planning</p> <p>The Council agreed to constitute and appoint Cllrs Band and Healy to an Emergency Planning working party to consider and make recommendations to the Council about the development of parish emergency response plans for Blackheath, Shamley Green and Wonersh;</p> <p>(c) Commons Enhancement and Management</p> <p>The Council agreed to constitute and appoint Cllrs R Bawden, B Holtom and Powell-Evans to a Commons Enhancement and Management working party to consider and make recommendations to the Council about the development and implementation of the Commons Enhancement and Management Plans for Shamley Green and Wonersh;</p> <p>(d) Affordable Housing</p> <p>The Council agreed to constitute and appoint Cllrs K Bawden, Grant, Healy, Holtom and Powell-Evans to an Affordable Housing working party to consider and make recommendations to the Council about affordable housing within the parish.</p>
<p>13/14 015</p>	<p>To appoint representatives of the Council to other bodies and organizations:</p> <p>(a) Young people portfolio lead</p> <p>The Council agreed that Cllr Powell-Evans should lead on this portfolio;</p> <p>(b) Surrey Association of Local Councils (Surrey ALC)</p> <p>The Council noted that all Members and the Clerk were invited to attend Surrey ALC meetings and events.</p> <p>(c) Waverley Borough Council (WBC) joint meetings with Town and Parish Councils</p> <p>The Council noted that all Members and the Clerk were invited to attend these meetings.</p> <p>(d) Blackheath Village Society</p> <p>The Council agreed to defer consideration of this item to a future meeting.</p> <p>(e) Shamley Green community traffic-calming working party</p> <p>The Council agreed that Cllrs Band and Holtom should represent it;</p> <p>(f) Wonersh community traffic-calming working party</p> <p>The Council agreed that Cllrs R Bawden, Healy and Powell-Evans should represent it;</p>

	<p>(g) Buildings of Local Merit (BLM) community working party The Council agreed that Cllrs Powell-Evans and Smith should represent it;</p> <p>(h) Gerald's Wood community working party The Council agreed that Cllrs K Bawden, Powell-Evans and Smith should represent it;</p> <p>(i) Barnett Hill traffic management consultation committee The Council agreed that Cllr R Bawden should represent it;</p> <p>(j) Longacre School traffic management consultation committee The Council agreed that Cllr Smith should represent it;</p> <p>(k) Speckledy Hen parking community consultation group The Council agreed that Cllr Smith should represent it;</p> <p>(l) Bramley Library steering committee The Council agreed that Cllr K Bawden should represent it.</p>
13/14 016	<p>To consider and approve the Council's Standing orders and Financial Regulations. The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr R Bawden).</p>
13/14 017	<p>To appoint Auditing Solutions Limited to conduct the Council's internal audit during 2013/14. The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr K Bawden).</p>
13/14 018	<p>This agenda item number was not used.</p>
13/14 019	<p>Finance – to consider and approve the following:</p> <p>(a) the list of receipt and payment vouchers in March & April 2013 The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Healy);</p> <p>(b) the end-March 2013 financial statement The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr K Bawden) ;</p> <p>(c) the payment of £93.00 to Wonersh with Blackheath PCC for an advertising feature by the Council in all issues of the parish magazine in 2013/14 The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr R Bawden);</p> <p>(d) the payment of up to £670.00 for the Council's insurance policy for the period 1 June 2013 to 31 May 2014 The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Healy).</p>
13/14 020	<p>To consider and approve the Council's Assets Register as at 31 March 2013. <i>The Council RESOLVED</i> unanimously to approve this (proposed by Cllr R Bawden).</p>

13/14 021	<p><i>Cllrs K and R Bawden withdrew from the meeting.</i></p> <p>To consider and approve the Wonersh Allotments Register as at 31 March 2013.</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Healy).</p>
13/14 022	<p>To consider and approve proposals for the maintenance of Wonersh Allotments in 2013/14 and the Council's policy for letting available plots to non-residents of the parish.</p> <p>The Council agreed to defer consideration of this item to a future meeting.</p>
13/14 023	<p><i>Cllrs K and R Bawden rejoined the meeting.</i></p> <p>To consider and approve Sections 1 & 2 (Accounting Statement) of the Annual Return for 2012/13.</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr R Bawden).</p>
13/14 024	<p>To consider and approve the application by Wonersh with Blackheath PCC to hold a summer fete on Wonersh Common on 29 June 2013.</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Healy).</p>
13/14 026	<p>To review the Annual Parish Assembly held on 18 April 2013.</p> <p>The Council agreed to defer consideration of this item to its next meeting.</p>
13/14 027	<p>To consider and approve the design of the proposed Chinthurst toposcope to mark HM The Queen's Diamond Jubilee and for the Council to meet the costs of design, manufacture and installation of the toposcope up to £5,500 (ex VAT).</p> <p>The Council agreed that Cllr R Bawden should be responsible for seeking the agreement of other Members about the inclusion of individual named places of interest on the orientation table but <i>RESOLVED</i> unanimously to approve the overall design and costs for the toposcope (proposed by Cllr Healy).</p>
13/14 028	<p>To consider and approve the Council's recommendations to WBC for the following structures in Blackheath to be designated as BLMs:</p> <ul style="list-style-type: none"> (a) East Cheshunt, Blackheath Lane, GU4 8QT; (b) Cheshunt, Blackheath Lane, GU4 8QT; (b) Chapel End, Blackheath Lane, GU4 8RA; (c) Blatchfeld, Littleford lane, GU4 8QY; (d) Theobalds House, Blackheath Lane, GU4 8RB; (e) Heath House, Blackheath Lane, GU4 8RB. <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr K Bawden).</p>
13/14 029	<p>To consider and approve proposals about the future presentation of the Council's official documents for use at Council and Committee meetings.</p> <p>The Council agreed to defer consideration of this issue to a future meeting.</p>

<p>13/14 030</p>	<p>To receive reports by Members and the Clerk:</p> <p>(a) Wonersh bus shelter (Cllr Grant)</p> <p>The Council received Cllr Grant's report;</p> <p>(b) Changing the name of the Council (Cllr Holtom)</p> <p>The Council received Cllr Holtom's report.</p>
<p>13/14 031</p>	<p>Members' business and correspondence for noting or including on a future agenda.</p> <p>The Council noted that Cllrs K Bawden and Smith had agreed to represent it at the Surrey Local Councils' Forum on 21 May 2013;</p> <p>The Council encouraged all Members to consider their attendance at the WBC Planning Forum on 21 May 2013.</p>
<p>13/14 032</p>	<p>Dates of future meetings:</p> <p>Council: 13 June 2013</p> <p>Planning Committee: 23 May & 6 June 2013</p>

There being no further business, Cllr Powell-Evans closed the meeting at 10.15 pm.

Signed: *Anne Powell-Evans*

Date: 13 June 2013