



**MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL**

**held on Thursday 12 September 2013, at 7.30 pm at Wonersh Sports Pavilion**

**PRESENT**

Cllr M Band, Cllr Grant, Cllr L Healy, Cllr P Maggs (from item 068 onwards), Cllr A Powell-Evans (in the chair), Cllr C Smith; Borough Cllr M Goodridge, PCSO P Snow (for item 068 only) and six members of the public (for items 066 to 083 only).

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

|                             |   |
|-----------------------------|---|
| <p><b>13/14<br/>066</b></p> | <p><b>To consider and approve apologies for absence.</b></p> <ol style="list-style-type: none"> <li>1. The Council <i>RESOLVED</i> unanimously to approve apologies for absence from Cllr K Bawden, Cllr R Bawden and Cllr Holtom (proposed by Cllr Band).</li> <li>2. The Council also received and accepted apologies from County Cllr V Young.</li> </ol>  |
| <p><b>13/14<br/>067</b></p> | <p><b>Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code.</b></p> <p>Cllr Healy reconfirmed a disclosable pecuniary interest in items 076 and 077. Minute 13/14 034.2 last refers.</p>  |
| <p><b>13/14<br/>068</b></p> | <p><b>Briefing by the <i>Safer Neighbourhood Policing Team (SNPT)</i> on issues of local interest and concern.</b></p> <ol style="list-style-type: none"> <li>1. PCSO Snow reported that over the previous month there had been two garage break-ins at Wonersh resulting in the theft of two bicycles and fruit had been stolen from the Wonersh allotments. In Shamley green some York stone had been stolen from a property and the police had executed a warrant in relation to a drugs-related crime.</li> <li>2. Cllr Band thanked the SNPT for carrying out some recent speed checks in the Parish. Cllr Powell-Evans requested that the police make urgent contact with the community speed watch teams in Wonersh and Shamley Green to encourage the volunteers and provide training for new recruits.</li> <li>3. Cllr Maggs enquired about a recent accident near the crossroads in Blackheath involving a milkfloat and a car. PCSO Snow was unsighted on this but promised to investigate and revert.</li> <li>4. The Council expressed thanks to the SNPT for issuing its second summer bulletin focused on local crime prevention issues. PCSO Snow informed the Council that the SNPT hoped to issue a third bulletin in due course.</li> </ol> |
| <p><b>13/14<br/>069</b></p> | <p><b>Open meeting for <i>members of the public</i> to raise matters with the Council.</b></p> <p><b>(a) Gerald's Wood</b></p> <ol style="list-style-type: none"> <li>1. Mr R Burton briefed the Council about the progress made by the Wonersh</li> </ol>  |

|              |   |
|--------------|---|
|              | <p>Woodland Group (WWG) in beginning the renovation of Gerald's Wood as a community amenity. He requested that the Council respond positively to the proposal for a funding grant to be considered at item 77 below.</p> <p>2. Mr Burton also briefed the Council about its efforts to raise awareness and support for its activities in local magazines. The Council reiterated that it would welcome a short article to include in its next quarterly newsletter.</p> <p><b>(b) Roadside verges along Wonersh Common Road (B2128) towards Shalford</b></p> <p>Borough Cllr Goodridge expressed concern about the lack of regular maintenance and roadside mowing so far in 2013 along the stretch of the highway towards Shalford, ie beyond the Wonersh settlement northern boundary. He informed the Council that he was taking up the matter with Waverley Borough (WBC) and Surrey County (SCC) Councils.</p>                   |
| 13/14<br>070 | <p><b>To consider and approve the minutes of the Council meetings held on 13 June and 11 July 2013.</b></p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Healy).</p>   |
| 13/14<br>071 | <p><b>To receive progress reports about matters previously considered and approved by the Council.</b></p> <p>The Council received the latest report which had been prepared by the Clerk. Members noted the following additional updates:</p> <p><b>(a) Shamley Green traffic-calming project</b></p> <p>Cllr Band informed the Council that the sewage pipe vent had now been removed from the top of Church Hill. However, the new installed "slow down" illuminated sign at this location required adjustment to make it properly "vehicle- activated". He also noted that SCC intended to lay a new red surface at the "squeeze" in the centre of the village.</p> <p><b>(b) Drainage under Wonersh Common</b></p> <p>Cllr Band suggested that, once costings and quotations for essential works were available, the Council should consider applying to WBC for Section 106 monies to meet some or all of this expenditure.</p> |
| 13/14<br>072 | <p><b>To receive the approved minutes of the Planning Committee meetings held on 20 June, 5 July, 1 &amp; 15 August 2013.</b></p> <p>The Council noted receipt.</p>   |
| 13/14<br>073 | <p><b>Finance – to consider and approve the following:</b></p> <p><b>(a) the list of receipt and payment vouchers in July and August 2013</b></p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Band);</p> <p><b>(b) the end-July and August 2013 financial statements</b></p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Healy).</p>  |

|              |   |
|--------------|---|
|              | <p><b>(c) the payment of £40 (ex VAT) to <i>Getmapping PLC</i> for the Council's annual (2013/14) subscription to <i>Parish Online</i> mapping services</b></p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Healy);</p> <p><b>(d) ;the payment of £25 to <i>Surrey Hills Society</i> for the Council's annual (2013/14) subscription</b></p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Smith);</p> <p><b>(e) the payment of £145 to the <i>Society of Local Council Clerks</i> for the Clerk's annual (2013/14) subscription</b></p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Grant);</p> <p><b>(f) the payment of up to £430 (ex VAT) for roadside (Chinthurst Lane) verge and hedge maintenance at Gerald's Wood</b></p> <p>The Council <i>RESOLVED</i> to approve this (proposed by Cllr Grant). Cllr Healy did not participate in the discussion or vote on this matter;</p> <p><b>(g) the payment of up to £920 (ex VAT) for roadside (The Street) tree-felling at Gerald's Wood</b></p> <p>The Council <i>RESOLVED</i> to approve this (proposed by Cllr Smith). Cllr Healy did not participate in the discussion or vote on this matter.</p> |
| 13/14<br>074 | <p><b>To consider and approve the completed 2012/13 Audit Annual Return.</b></p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Band). The Clerk confirmed that he would publish the Return on the Council's website as well as displaying it on the Council's notice boards.</p>   |
| 13/14<br>075 | <p><b>To consider and approve proposals for the siting of new equipment at the Wonersh (Barnett Lane) playground.</b></p> <p>The Council reiterated its support in principle for new equipment (such as a basketball hoop and outdoor table tennis table). However, Members requested that the voluntary playground group present detailed proposals, including siting, to the next meeting of the Council.</p>   |
| 13/14<br>076 | <p><b>To consider a draft agreement between the Council and Wonersh Woodland Group (WWG) for the future management of Gerald's Wood and to approve the next steps.</b></p> <p>The Clerk confirmed that he was working on the draft but had been unable to circulate relevant papers ahead of the meeting. The Council agreed to defer consideration of this item to its next meeting.</p>   |
| 13/14<br>077 | <p><b>To consider and approve recommendations for parish projects in 2013/14.</b></p> <p>The Council <i>RESOLVED</i> to approve the payment of £500 to Wonersh Woodland Group towards the renovation project for Gerald's Wood (proposed by Cllr Smith). Cllr Healy did not participate in the discussion or vote on this matter.</p>   |

|                             |  |
|-----------------------------|--|
| <p><b>13/14<br/>078</b></p> | <p><b>To consider and approve an updated Wonersh Parish <i>Planning Code of Good Practice</i>.</b></p> <p>The Council noted the recommendations of the Planning Committee and <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Healy).</p>  |
| <p><b>13/14<br/>079</b></p> | <p><b>To consider and approve a Wonersh Parish <i>Code of Conduct for Council employees</i>.</b></p> <p>The Council considered the Clerk's proposals, based on the WBC Code, and <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Grant).</p>   |
| <p><b>13/14<br/>080</b></p> | <p><b>To consider and approve the pay of Council employees from 1 April 2013 onwards.</b></p> <p>The Council <i>RESOLVED</i> unanimously to approve the revised pay scales that had been agreed by the National Association of Local Councils and the Society of Local Council Clerks with effect from 1 April 2013 (proposed by Cllr Band).</p>   |
| <p><b>13/14<br/>081</b></p> | <p><b>To consider and approve the procedures for the Council's 2014/15 budget and precept preparation.</b></p> <p>The Council agreed that it should consider a draft budget at its meeting in November 2013 and seek to approve the finalised version together with the precept at its meeting in January 2014. This would be preceded by a working party of the whole Council to take place in October 2013.</p>  |
| <p><b>13/14<br/>082</b></p> | <p><b>To consider and approve the Council's recommendation to Waverley Borough Council (WBC) for the following structure to be designated as a building of local merit (BLM):</b></p> <p><b>The Studio, Shamley Green.</b></p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Smith).</p>  |
| <p><b>13/14<br/>083</b></p> | <p><b>To consider recommendations of assets of community value (ACV) in the parish and to approve the next steps.</b></p> <p><b>(a) Blackheath</b></p> <p>The Council noted the successful application made by Blackheath residents, with the support of the Council, for <i>The Villagers</i> public house to be included on the Register maintained by WBC. Members agreed that there were presently no other obvious candidates for ACV status.</p> <p><b>(b) Shamley Green</b></p> <p>The Council agreed that a working party comprising Cllrs Band and Smith in the first instance should be formed to canvass support from village organisations and individual residents about potential ACVs. The Council agreed that any Member not present at this meeting of the Council should also be invited to participate. Members noted that one potential candidate could be the village shop.</p> <p><b>(c) Wonersh</b></p> <p>The Council agreed that a working party comprising Cllrs Healy and Powell-Evans in the first instance should be formed to canvass support from village organisations and</p> |

|                             |  |
|-----------------------------|--|
|                             | <p>individual residents about potential ACVs. The Council further agreed that any Members not present at this meeting of the Council should also be invited to participate. Members noted that the <i>Grantley Arms</i> public house and the Wonersh Allotments could be potential candidates.</p>   |
| <p><b>13/14<br/>084</b></p> | <p><b>To consider the issue of a footpath between Wonersh and Shamley Green to improve pedestrian access to Wonersh and Shamley Green Primary School and to approve the next steps.</b></p> <p>The Council noted the request from Mrs Trewinnard, Head Teacher of W&amp;SG PS, for improved pedestrian access between Wonersh and Shamley Green to allow pupils to walk or cycle safely to school from Wonersh and to diminish the number of required motor vehicle journeys. The Council recalled that such an initiative had previously been considered in 1999 but had to be abandoned because of the high costs identified by SCC. However, having now expanded the school from infant to through primary provision at the direct request of SCC, Members agreed that it should explore the possibility once again. Cllrs Band , Maggs and Powell-Evans volunteered to pursue this issue on behalf of the Council as a working party. Cllr Band agreed that he would seek to set up a meeting of the WP together with Mrs Trewinnard and County Cllr V Young to discuss the issue.</p> |
| <p><b>13/14<br/>085</b></p> | <p><b>To consider and approve arrangements to celebrate the installation of the <i>Chinthurst Hill Queen Elizabeth II Diamond Jubilee Toposcope.</i></b></p> <p>The Council received a written report by Cllr R Bawden. Members agreed that the focus should be on a local celebration of the toposcope's installation but that the Mayor of Waverley should also be invited. The Council requested that the Clerk seek advice about the availability of the Mayor.</p>  |
| <p><b>13/14<br/>086</b></p> | <p><b>To consider the procedures to ensure cover arrangements for the Clerk to the Council's forthcoming period of anticipated sick leave and to approve the next steps.</b></p> <p>The Council <i>RESOLVED</i> unanimously to delegate authority for making all temporary sick leave cover arrangements to the Personnel Committee (proposed by Cllr Grant).</p>  |
| <p><b>13/14<br/>087</b></p> | <p><b>To consider the draft covenant agreement between the Council and Fields-in-Trust for the proposed <i>Queen Elizabeth II Field at Wonersh Common</i> and to approve the next steps.</b></p> <p>Members agreed that the draft agreement was acceptable and requested that the finalised version be presented to the next meeting of the Council for approval.</p>  |
| <p><b>13/14<br/>088</b></p> | <p><b>To receive reports by Members and the Clerk:</b></p> <p><b>(a) WBC Towns &amp; Parishes Forum: 30 July 2013</b></p> <p>The Council received a written report by Cllr R Bawden;</p> <p><b>(b) Improving parking in Shamley Green, site meeting: 13 August 2013</b></p> <p>The Council received an oral report by Cllrs Band and Powell-Evans about WBC's proposal to seek costings for an extension of parking for up to 7 vehicles on the common land (option 7 in the Council's community consultation document dated November 2012).</p>   |

|                             |  |
|-----------------------------|--|
| <p><b>13/14<br/>089</b></p> | <p><b>Members' business and correspondence for noting or including on a future agenda.</b></p> <p><b>(a) First World War centenary</b></p> <p>Cllrs Maggs and Smith volunteered to represent the Council at the proposed briefing by WBC/SCC about events and potential projects on 25 September 2013 and to present a report;</p> <p><b>(b) Surrey Association of Local Councils AGM and conference</b></p> <p>Cllr Maggs volunteered to represent the Council at this meeting.</p> <p><b>(c) Substantive items for inclusion on the agenda of the Council's October meeting</b></p> <p>Members requested that the agenda include:</p> <ul style="list-style-type: none"> <li>(i) improvements to the Shamley Green (Lords Hill) playground;</li> <li>(ii) the provision of bus shelters and benches at The Street, Wonersh;</li> <li>(iii) proposals to set up a Blackheath community traffic calming working party;</li> <li>(iv) proposals for inclusion in the Council's autumn newsletter;</li> <li>(v) consideration and approval of the Council's observations about WBC's consultation over affordable/social housing on identified brown field sites within the parish.</li> </ul> |
| <p><b>13/14<br/>090</b></p> | <p><b>Dates of future meetings:</b></p> <p><b>Council:</b> 10 October 2013</p> <p><b>Planning Committee:</b> 26 September &amp; 10 October 2013</p>  |

There being no further business, Cllr Powell-Evans closed the meeting at 10.10 pm.

Signed:

Date: 10 October 2013