



MINUTES OF THE ANNUAL MEETING OF WONERSH PARISH COUNCIL

held on Thursday 8 May 2014, at 7.30 pm at Wonersh Sports Pavilion

PRESENT

Cllr K Bawden, Cllr R Bawden (except for item 17(f)), Cllr G Grant, Cllr L Healy, Cllr P Maggs, Cllr A Powell-Evans (in the chair), Cllr C Smith; Ms Jane Bowden (Waverley Borough Council) and four members of the public.

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

14/15 001	<p>To elect the Chairman of the Council.</p> <p>The Council <i>RESOLVED</i> unanimously to elect Cllr Powell-Evans (proposed by Cllr R Bawden).</p>
14/15 002	<p>To elect the Vice-chairman of the Council.</p> <p>The Council <i>RESOLVED</i> unanimously to elect Cllr R Bawden (proposed by Cllr Grant).</p>
14/15 003	<p>To consider and approve apologies for absence.</p> <p>1. The Council <i>RESOLVED</i> unanimously to approve apologies for absence from Cllrs M Band and B Holtom (proposed by Cllr K Bawden).</p> <p>2. The Council also received and accepted apologies from County Cllr Young.</p>
14/15 004	<p>Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code.</p> <p>Cllr R Bawden declared a disclosable pecuniary interest in item 17(f) as the Chairman of Wonersh Sports Club.</p>
14/15 005	<p>Briefing by the Safer Neighbourhood Policing Team on issues of local interest and concern.</p> <p>No report was received.</p>
14/15 006	<p>Open meeting for members of the public to raise matters with the Council.</p> <p>(a) Blackheath Common</p> <p>A Blackheath resident spoke about the consultation about the future management of Blackheath common and thanked the Parish Council for its constructive role in ensuring that local residents were given the opportunity to make sure their comments and views were taken into account by Waverley Borough Council (WBC) along with the recommendations of other public bodies such as the Forestry Commission. The Council reiterated its support for all Blackheath residents to contribute to the proposed public consultation in July about WBC's new ten year management plan and would also consider its own response at a future meeting of the Council.</p>

	<p>(b) Shamley Green traffic-calming</p> <p>Three residents from Shamley Green expressed concern about the number of accidents over the past year, including the loss of numerous wing mirrors due to the absence of central white lines through the centre of Shamley Green. They considered that the withdrawal of the cats eyes and marker lines as part of the traffic-calming initiative had not reduced the speed of motorists but had made driving less safe along the narrow stretches of highway from the Norley Lane/Northcote Lane crossroads to the Wonerish and Shamley Green school junction, because of intimidating driving by buses and large vehicles. The Council noted that <u>no</u> driving accidents and incidents in Shamley Green had been reported to the police since the traffic-calming initiative had been undertaken. Opinion was divided about whether or not the traffic-calming scheme had had the desired effect but the Council agreed that it was essential for an objective traffic and accident survey to be conducted. The Council agreed to take this up through the SG community traffic –calming working party with Surrey County Council and the police.</p>
14/15 020	<p><i>The Council agreed to bring forward consideration of the following agenda item.</i></p> <p>To consider and approve the next steps for local consultation about the provision of additional motor vehicle parking at The Green, Shamley Green.</p> <p>Ms Bowden outlined the next steps required by law for WBC to take forward the proposals to create additional vehicle parking spaces on designated common land – a planning application (which would include the consultation of neighbouring properties) and a wider public consultation before submitting proposals to the Secretary of State for Local Government and Communities. The Council agreed to distribute a public information leaflet to all Shamley Green residents and to publicise this in the Council’s summer newsletter to all parish households too, inviting residents to submit their comments about the proposals.</p> <p><i>The Council resumed consideration of agenda items in their original order.</i></p>
14/15 007	<p>To consider and approve the minutes of the Council meeting held on 10 April 2014.</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Healy).</p>
14/15 008	<p>To receive progress reports about matters previously considered and approved by the Council.</p> <p>Cllr Powell-Evans gave an oral update from the progress report she had circulated but which had not been received by all Members.</p>
14/15 009	<p>To receive the approved minutes of the Planning Committee meetings held on 3 and 17 April 2014.</p> <p>The Council noted receipt.</p>
14/15 010	<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</p>

	Council about planning-related issues (proposed by Cllr Healy).
14/15 011	<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>
14/15 012	<p>To appoint Members of the Council's Personnel Committee.</p> <p>The Council <i>RESOLVED</i> unanimously to appoint Cllrs K & 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 Healy).</p>
14/15 013	<p>To appoint Members of the Council's working parties:</p> <p>(a) Emergency Planning</p> <p>The Council agreed to constitute and appoint Cllrs Band, Healy and Maggs 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>(b) 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>(c) Shamley Green vehicle parking</p> <p>The Council agreed to constitute and appoint Cllrs Band and Powell-Evans to a Shamley Green vehicle parking working party to consider and make recommendations to the Council about parking in Shamley Green;</p> <p>(d) Wonersh vehicle parking</p> <p>The Council agreed to constitute and appoint Cllrs K Bawden and Powell-Evans to a Wonersh vehicle parking working party to consider and make recommendations to the Council about parking in Wonersh.</p>
14/15 014	<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 and Healy should share 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) Waverley Borough Council (WBC) Planning Forum</p> <p>The Council noted that all Members and the Clerk were invited to attend these meetings.</p> <p>(e) Blackheath community traffic-calming working party</p> <p>The Council agreed that Cllrs Grant and Maggs should represent it;</p> <p>(f) Shamley Green community traffic-calming working party</p> <p>The Council agreed that Cllrs Band and Holtom should represent it;</p> <p>(g) Wonersh – Shamley Green footpath working party</p> <p>The Council agreed that Cllrs Band and Powell-Evans should represent it;</p> <p>(h) Buildings of Local Merit (BLM) community working party</p> <p>The Council agreed that Cllrs Maggs, Powell-Evans and Smith should represent it;</p> <p>(i) Gerald’s Wood community working party</p> <p>The Council agreed that Cllrs K Bawden, Powell-Evans and Smith should represent it;</p> <p>(j) Barnett Hill traffic management consultation committee</p> <p>The Council agreed that Cllr R Bawden should represent it;</p> <p>(k) Longacre School traffic management consultation committee</p> <p>The Council agreed that Cllr Smith should represent it.</p>
14/15 015	<p>To consider and approve the Council’s Standing orders and Financial Regulations.</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr R Bawden).</p>
14/15 016	<p>To appoint Auditing Solutions Limited to conduct the Council’s internal audit during 2014/15.</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr L Healy).</p>
14/15 017	<p>Finance – to consider and approve the following:</p> <p>(a) the list of receipt and payment vouchers in March & April 2014</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Healy);</p> <p>(b) the end-March & end-April 2014 financial statements</p> <p>The Council <i>RESOLVED</i> unanimously to approve the end-March 2014 statement</p>

	<p>(proposed by Cllr K Bawden). The Council agreed to defer consideration of the end-April statement to its next meeting;</p> <p>(c) the payment of £90.00 to Wonersh with Blackheath PCC for an advertising feature by the Council in all issues of the parish magazine in 2014/15</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr R Bawden);</p> <p>(d) the payment of £687.83 for the Council's insurance policy for the period 1 June 2013 to 31 May 2014</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Healy);</p> <p><i>Cllr R Bawden withdrew from the meeting</i></p> <p>(e) the payment of £1000.00 to Wonersh Sports Club for the annual rent of the Parish Office (including utilities) for the period 1 April 2014 to 31 March 2015</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Grant).</p> <p><i>Cllr R Bawden rejoined the meeting.</i></p>
14/15 0018	<p>To consider and approve Sections 1 & 2 (Accounting Statement) of the Annual Return for 2012/13.</p> <p>The Council agreed to defer consideration of this item to its next meeting.</p>
14/15 019	<p>To consider and approve the application by <i>Wonersh Age Concern</i> to hold a summer fete on Wonersh Common on 13 July 2014.</p> <p>The Council <i>RESOLVED</i> unanimously to approve this, subject to a satisfactory response being received from the organisers acknowledging that they would meet all the usual safety and public liability conditions required by the Council for an event to take place on the commons (proposed by Cllr Healy).</p>
14/15 021	<p>To consider and approve recommendations about the provision of on-street parking at The Street, near Wonersh Village Shop and Post Office.</p> <p>The Council agreed to note with approval the finalised recommendations made by Surrey County Council for two marked bays outside the shop with weekday daytime limitations on parking time. The Council also reconfirmed that it should write to SCC to complain about the unsatisfactory way in the which the latter had earlier misrepresented the former's own recommendations, causing unnecessary alarm to local residents and reputational damage.</p>
14/15 022	<p>To consider the issue of motor vehicle parking and turning near Wonersh Sports Pavilion</p> <p>Cllr R Bawden provided a report to the Council about damage being done to the surface of the access track to the Sports Pavilion by large vehicles using this as parking and turning point. However, before looking at specific proposals to address this issue the Council requested that Cllr Bawden consult neighbouring properties and businesses which could be affected by any potential restrictions on parking/turning.</p>

<p>14/15 023</p>	<p>To consider and approve arrangements for the installation and unveiling of the QE II Field commemorative plaque at Wonersh Common</p> <p>The Council <i>RESOLVED</i> unanimously to approve that the plaque be installed on the south-facing front elevation of the Wonersh Sports Pavilion and that it should be unveiled as part of the programme of the Wonersh summer fete to be held on 13 July 2014 (proposed by Cllr K Bawden).</p>
<p>14/15 024</p>	<p>To consider and approve the contents of the Council's summer 2014 newsletter.</p> <p>The Council approved the main subject headings for the newsletter and delegated responsibility to Cllr Grant and the Clerk to ensure that the newsletter issued with amendments and added text.</p>
<p>13/14 030</p>	<p>To receive reports by Members and the Clerk:</p> <p>(a) Surrey ALC Forum (Cllr Maggs)</p> <p>The Council received Cllr Maggs' report;</p> <p>(b) Wonersh Park Residents' Association annual meeting (Cllr Powell-Evans)</p> <p>The Council received Cllr Powell-Evans' report;</p> <p>(c) St Martha's Parish Assembly</p> <p>The Council received Cllr Maggs' report.</p>
<p>13/14 031</p>	<p>Members' business and correspondence for noting or including on a future agenda.</p> <p>1. The Clerk informed the Council that the recent internal audit examination of 2013/14 accounts required some action at the June 2014 meeting to confirm in the official record the details of the 2014/15 precept and budget together with the approved rent to be charged for allotment plots in 2015/16;</p> <p>2. The Council noted it also needed to rescind approval for a grant for defibrillators in Shamley Green at its next meeting. Having authorised the grant, this had regretfully not been paid but was no longer required.</p> <p>3. The Council noted that the Shamley Green Gardening Club had revised its proposals for improving the kerbed island near the village shop for which it requested up to £2,000 from the Council towards the project. The new proposals, together with permissions from other interested parties such as SCC Highways Department should be considered at the next meeting.</p> <p>4. The Council agreed that Cllr Maggs would meet the WBC Countryside Ranger (Mr D Olliver) to discuss the public consultation process for the proposed Blackheath 10 year management plan and submit a report.</p>
<p>13/14 032</p>	<p>Dates of future meetings:</p> <p>Council: 12 June 2014</p> <p>Planning Committee: 15, 29 May & 12 June 2014</p>

There being no further business, Cllr Powell-Evans closed the meeting at 9.45 pm.

Signed: *Anne Powell-Evans*

12 June 2014