

Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

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MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

held on Thursday 12 June 2014, at 7.30 pm at Wonersh Sports Pavilion

PRESENT

Cllr M Band, Cllr K Bawden, Cllr R Bawden, Cllr G Grant, Cllr L Healy, Cllr B Holtom, Cllr P Maggs, Cllr A Powell-Evans (in the chair), Cllr C Smith; Pc B Baldwin and PCSO P Snow (for agenda item 030 only).

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

14/15 028	<p>To consider and approve apologies for absence.</p> <p>The Council received and accepted apologies from Borough Cllr M Goodridge and County Cllr V Young.</p>
14/15 029	<p>Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code.</p> <p>Cllrs K & R Bawden and Cllr Grant declared a non-pecuniary interest in item 035(d) as allotment holders.</p>
14/15 030	<p>Briefing by the <i>Safer Neighbourhood Policing Team</i> on issues of local interest and concern.</p> <ol style="list-style-type: none">1. Pc Baldwin introduced himself and made a brief report, highlighting the low level of crime reported and experienced over the last month. However he encouraged ongoing vigilance, especially in isolated areas, given one occurrence of theft of heating oil from a property and one theft of a tax disc from a parked motor vehicle.2. The Council requested information about the number of reported traffic accidents and incidents in Shamley Green (where the central white lines and cat's-eyes had been removed as part of the traffic calming initiative) compared to Wonersh. Pc Baldwin undertook to consult police colleagues and inform the Clerk.3. The Council also raised the recent police notice about the theft of defibrillators elsewhere in the county. This was a worrying trend given that the Shamley Green community had raised the money to install two defibrillators, one on The Green and the other outside the Nursery Hill community room. Pc Baldwin handed over a unique ultraviolet pen and registration form to make this valuable equipment traceable if stolen and also explained that he could arrange for each of them to be visibly engraved with a unique reference number to put off potential thieves and aid future recovery. The Clerk undertook to put Pc Baldwin in direct contact with Mrs Sue Cooper to arrange a mutually convenient time for him to make a site visit and do the engraving.
14/15 031	<p>Open meeting for <i>members of the public</i> to raise matters with the Council.</p> <p>No issues were raised.</p>
14/15 032	<p>To consider and approve the minutes of the Council meeting held on 8 May 2014.</p> <p>Having accepted an additional minute at item 031(d) the Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr R Bawden).</p>

<p>14/15 033</p>	<p>To receive progress reports about matters previously considered and approved by the Council.</p> <p>1. The Council reviewed the latest update, noting tasks that had been completed and for which no further action was required.</p> <p>2. The Council also noted the following ongoing matters and requested that lead Cllrs or the Clerk take these forward ahead of its next meeting:</p> <ul style="list-style-type: none"> (a) concern about overgrown hedge/tunnel at the junction of The Street and Barnett Lane (Clerk to consult SCC and WBC to secure cutting/trimming); (b) additional waste bins in Shamley Green (Cllr Band); (c) Lordshill playground levelling (Cllr Smith); (d) Wonersh bus shelter (Cllr Grant); (e) distribution of the council newsletter in Wonersh (Cllr Grant); (f) Wonersh to Shamley Green footpath (Cllr Powell-Evans); (g) Risk & Audit Committee meeting (Clerk); (h) Review of the impact/effectiveness of the Shamley Green traffic-calming initiative (Cllr Band).
<p>14/15 034</p>	<p>To receive the approved minutes of the Planning Committee meetings held on 15 & 29 May 2014.</p> <p>The Council noted receipt.</p>
<p>14/15 035</p>	<p>Finance – to consider and approve the following:</p> <p>(a) the list of receipt and payment vouchers in May 2014 The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Band);</p> <p>(b) the end-April and end-May 2014 financial statements The Council agreed to defer consideration of the end-April and end-May statements to its next meeting;</p> <p>(c) the payment of up to £2000.00 (excluding VAT) for the improvement of the kerbed island at the south–west corner of the cross-roads near the Shamley Green village shop and Post Office The Council agreed to defer consideration of this item to its next meeting to allow the Shamley Green Gardening Club to submit detailed proposals and quotations for the proposed works.</p> <p>(d) the payment of up to £500.00 (excluding VAT) for the minimum-required renovation of two plots at the northern end of the Wonersh Allotments site. The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Healy);</p>
<p>14/15 036</p>	<p>To consider and approve Sections 1 & 2 (Accounting Statement) of the Annual Return for 2013/14.</p> <p>The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Band). Cllr Powell-Evans and the Clerk signed the Annual Return at pages 2 and 3 of the document.</p>
<p>14/15 037</p>	<p>To consider and approve for the record the agreed precept and budget of the Council for 2014/15.</p> <p>Minute 13/14 147 last refers. The Council noted that it had previously agreed the precept and budget at its meeting in January 2014 but had not included the details in the minutes. The Council therefore <i>RESOLVED</i> unanimously to approve for the record the 2014/15 precept of £36,350 and a balanced income/expenditure budget of £39,935</p>

	as set out at Annex A (proposed by Cllr Band).
14/15 038	<p>To consider and approve for the record the agreed level of rent for individual allotment garden plots for 2015/16.</p> <p>Minute 13/14 156(b) last refers. The Council noted that it had previously agreed the new rental charge for individual plots for 2015/16 at its January 2014 meeting but had not included the details in the minutes. The Council therefore <i>RESOLVED</i> unanimously to approve for the record that the rental charge for plots and half-plots had been set at £70 and £35 respectively (proposed by Cllr Smith).</p>
14/15 039	<p>To consider and approve the rescission of the Council's resolution adopted at minute 13/14 124(e) on 14 November 2013 for a grant towards the cost of two defibrillators that have been installed at Shamley Green.</p> <p>Minute 13/14 124(e) last refers. The Council noted that the offer of its grant towards the cost of two defibrillators had not been required because of the organizer's success in seeking other funding. The Council therefore <i>RESOLVED</i> unanimously to rescind its previous decision (proposed by Cllr R Bawden).</p>
14/15 040	<p>To consider and approve the appointment by the Council of a Trustee of Wonersh United Charities.</p> <p>The Council <i>RESOLVED</i> unanimously to approve the appointment of Mrs Louise Healy for a second four year term from 1 July 2014 to 30 June 2018 (proposed by Cllr K Bawden).</p>
14/15 041	<p>To consider and approve arrangements for the Council to make an effective contribution to the forthcoming public consultation by Waverley Borough Council about the proposed Local Plan.</p> <p>1. The Council received the report submitted by Cllr R Bawden following the meeting with representatives of WBC on 5 June 2014. Members noted the importance for the Council and individual local residents to contribute their views during the proposed public consultation over the summer holidays.</p> <p>2. The Council agreed that the Planning Committee should make all necessary arrangements at its forthcoming meetings to allocate responsibility to Members to share the anticipated workload in drafting the Council's formal response. Members also requested that WBC convene a Planning Forum or joint Town & Parishes meeting as soon as possible to brief local councils in detail about the revised Local Plan proposals. Members also agreed that news of the forthcoming WBC public consultation should be disseminated via the (ecclesiastical) July parish magazines in Wonersh with Blackheath and Shamley Green in order to encourage local residents to submit comments to the Council or directly to WBC.</p> <p>Action: (a) Planning Committee to organize the Council's formal response; (b) Clerk to ask WBC to convene a PF or joint T&PC meeting; and (c) Cllr R Bawden to prepare a public notice for inclusion in the July parish magazines.</p>
14/15 042	<p>To consider and review the 2014 Parish Annual Assembly, and to approve the official record of the meeting.</p> <p>1. The Council noted the reasonable turnout by residents from all three villages at this year's event and that this had resulted in a comfortable, but near capacity audience at Wonersh Memorial Hall. Members were pleased by the interesting presentations made by the two guest speakers and the displays by active, local community groups. The breadth of such volunteer activities within the parish served to demonstrate the value and strength of community cohesion.</p>

	<p>2. The Council <i>RESOLVED</i> unanimously to approve the official record of the Annual Assembly (proposed by Cllr K Bawden). Cllr Powell-Evans signed the minutes.</p>
14/15 043	<p>To consider and approve a report by the Wonersh Woodland Group about the achievement of agreed objectives for the renovation of Gerald's Wood up to the end of March 2014.</p> <p>The Council agreed to defer consideration of this item to its next meeting.</p>
14/15 044	<p>To consider and approve the Council's response to a request for a memorial plaque to be installed on the bench at the Wonersh playground.</p> <p>The Council considered this request, made by the bereaved parents of a recently deceased young child, to install a memorial plaque on an existing bench at the playground. Members noted their preferred policy and practice of encouraging people who expressed an interest in installing lasting memorials to loved-ones to sponsor newly planted trees on Wonersh Common. They also noted that that the Council had been very grateful when some grieving parents had at different times in the past sponsored the purchase of new items of playground equipment. This specific request was complicated by the fact that the bench in question, bought by the Council, already had a millennium dedication. There was no justifiable reason to either replace the bench or to install an additional new one. However, the Council also recognised that any such requests needed to be considered on their merits, with sensitivity. In this case the Council therefore agreed that the applicant be invited to meet Cllrs Healy and Powell-Evans to consider what mutually acceptable compromise could be reached.</p> <p>Action: Clerk to arrange for Cllrs Powell-Evans and Healy to meet the applicant at the Wonersh Playground.</p>
14/15 045	<p>To consider preparations and agree the next steps for the Council elections due to take place in May 2015.</p> <p>The Council noted that elections for a new four-year term were less than twelve months away. It was essential for the community to be engaged and have confidence in its local representatives. Given the range of activities that the Council undertook it was also important that all seats should be filled to allow an equitable distribution of workload and responsibilities. Members agreed that all its future publicity material, eg in the quarterly newsletter and e-notice board, should encourage local residents to consider standing. There was much good information and background for potential candidates that the Council had already approved but it would be helpful if a Working Party could be established to refresh the materials and consider proposals for effective outreach. The Council therefore <i>RESOLVED</i> to form a working party made up of Cllrs Band, R Bawden and Maggs to take this forward (proposed by Cllr Grant).</p>
14/15 046	<p>To receive reports by Members and the Clerk:</p> <ul style="list-style-type: none"> (a) Gerald's Wood official re-opening (Cllr Powell-Evans); (b) Shamley Green traffic-calming update (Cllr Band); (c) Wonersh & Shamley Green (Church of England) Primary School vehicle parking proposals (Cllrs Healy and Powell-Evans) <p>Cllr Powell-Evans explained that the meeting focused on changes to the school entrance (which was a private road) to be made in consultation with SCC. Cllr Band questioned if the local lead SCC highways official (Mr Adrian Selby) was involved in the discussion because the latter had made clear that no proposals relating to the junction with the public highway should be agreed without formal consultation with the Parish Council. Members requested that the Clerk consult Mr Selby about the status of the</p>

	<p>school's latest plans; (d) Blackheath commons management plan (Cllr Maggs).</p>						
14/15 047	<p>Members' business and correspondence for noting or including on a future agenda.</p> <p>1. The Council agreed that the following matters should be included on a future agenda:</p> <ul style="list-style-type: none"> (a) Requests made to the Council for grants and donations (July); (b) Consideration of improved methods for presenting council documents (September) (c) Buildings of Local Merit (October). <p>2. Cllr Maggs raised the Villagers Inn (registered Asset of community Value). Cllr Band agreed to speak to Borough Cllr Wenham to arrange a meeting with Cllr Maggs;</p> <p>3. Cllr Healy raised concern about a renovated, but still un-let, council house in Wonersh. Cllr Band agreed to raise this with the responsible WBC official.</p>						
14/15 048	<p>Dates of future meetings:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding-left: 20px;">Council:</td> <td>10 July 2014</td> </tr> <tr> <td style="padding-left: 20px;">Personnel Committee:</td> <td>19 June 2014</td> </tr> <tr> <td style="padding-left: 20px;">Planning Committee:</td> <td>26 June & 10 July 2014</td> </tr> </table>	Council:	10 July 2014	Personnel Committee:	19 June 2014	Planning Committee:	26 June & 10 July 2014
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There being no further business, Cllr Powell-Evans closed the meeting at 9.40 pm.

Wonersh Parish Council Precept and Budget 2014/15

Income	(£)
Precept	36,350
WBC Council Tax Support Grant	738
Compensatory Grant	1,917
Allotment Rents	810
Bank interest	120
Grants & Donations	0
Sundry Income	0
Total Receipts	39,935
Expenditure	
Payroll	(13,100)
Clerk's expenses	(100)
Accounts & bookkeeping fees	(300)
Office postage	(100)
Office stationery	(750)
Office rent	(1,000)
Office telecoms & broadband	(900)
Office equipment	(100)
WPC training & courses	(500)
WPC publicity	(1,800)
WPC website	(200)
WPC insurance	(750)
WPC subscriptions	(1,200)
WPC audit fees	(600)
WPC sundries	(100)
WPC elections	(50)
Playgrounds grass cutting	(1,525)
Playgrounds litter picking	(620)
Playgrounds maintenance & repairs	(1,500)
Allotments	(1,000)
Commons grass cutting	(2,730)
Commons litter picking	(1,100)
Commons maintenance & repairs	(2,600)
Gerald's Wood	(500)
Wonersh closed burial ground - grounds maintenance	(1,000)
Wonersh closed burial ground - wall maintenance	(1,000)
General maintenance	(1,200)
Parish projects	(3,110)
Grants to other organisations	(500)
Total Expenditure	(39,935)

Signed: *Anne Powell-Evans*

10 July 2014