



MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

held on Thursday 10 July 2014, at 7.30 pm at Wonersh Sports Pavilion

PRESENT

Cllr M Band, Cllr K Bawden, Cllr R Bawden, Cllr G Grant, Cllr P Maggs, Cllr A Powell-Evans (in the chair) and Cllr L Healy; Borough Cllr M Goodridge and 6 members of the public.

In attendance: Mrs Chris Howard (Contract Clerk).

<p>14/15 049</p>	<p>To consider and approve apologies for absence.</p> <p>The Council received and accepted apologies from Cllr C Smith, Cllr B Holtom, County Cllr V Young, Pc Baldwin, PCSO P Snow and Mr K Garvey (Clerk to the Council).</p>
<p>14/15 050</p>	<p>Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code.</p> <p>None weredeclared.</p>
<p>14/15 051</p>	<p>Briefing by the <i>Safer Neighbourhood Policing Team</i> on issues of local interest and concern</p> <p>Although PCSO Snow could not attend the meeting for operational reasons he had submitted a written report which was noted by the Council.</p>
<p>14/15 052</p>	<p>Open meeting for members of the public to raise matters with the Council.</p> <p>1. Encroachment on common land issue in Blackheath</p> <p>A resident of Blackheath highlighted the fact that he felt victimised by Waverley Borough Council over an encroachment on the common issue. He said he witnessed 31 encroachment issues on his way to the meeting tonight and stated that all residents needed to be treated the same. He also highlighted how impractical it would be to insist all cars parked on the road.</p> <p>Cllr M Goodridge said he was concerned, as the Councillor representing this area, that a contentious letter from the Council was sent out without his knowledge. Cllr Goodridge said he would be investigating the situation with officers at Waverley Borough Council.</p> <p>A resident questioned whether the Council was debating encroachment by cars or by residents moving their boundaries to annexe parts of the common.</p> <p>It was agreed the current issue was about vehicles and other moveable items encroaching on the common but there was a wider historical issue of some</p>

	<p>residents annexing parts of the common.</p> <p>Cllr Maggs said the paper he was presenting under Agenda Item 14/15 059 highlighted all the issues of encroachment but acknowledged that there are established and regular practices of encroachment which would be unhelpful to unravel now.</p> <p>A resident asked if parking is an encroachment. Cllr Maggs thought that it is, but for practical reasons it had been customary to “turn a blind eye” to cars parking on the common. He also felt it was unacceptable to target just one individual over an encroachment issue. Cllr Maggs felt the policy going forward should be “thus far but no further”.</p> <p>The Chairman explained that Wonersh Parish Council is not responsible for the land in question and the item was on this agenda because Wonersh Parish Council is looking at ways it can assist the residents of Blackheath with the current situation and, if they so wish, represent their views to Waverley Borough Council.</p> <p>A resident pointed out that if the encroachment laws were enforced to the letter then the village hall would have to close as all the parking for the hall is on common land.</p> <p>2. Cutting back of foliage at Little Tangley</p> <p>Cllr M Goodridge highlighted the fact that the foliage at Little Tangley had not been cut back in May/June, as agreed with Surrey CC.</p> <p>Cllr M Band also complained that the foliage at the top of Green Lane had not been cut.</p> <p>3. Lynes Farm</p> <p>The flooding issue at Lyons Farm was raised again. Councillors understood that the owner was to contact Cllr Goodridge to discuss a solution but this had not happened. It was agreed a proper soak-away, or similar, was needed.</p> <p>The Chairman then closed the public session.</p> <p>It was agreed that Item 059 would be brought forward so members of the public could hear the Council debate immediately.</p>
<p>14/15 059</p>	<p>To consider issues affecting the community of Blackheath relating to the management by Waverley Borough Council of the registered common land at Blackheath and to approve the next steps.</p> <p>Cllr Maggs presented his paper to the Council. He highlighted the fact that there had been encroachment going on for decades. There were issues of people moving fences and fly tipping but his key concern was parking encroachment. He was concerned that the current situation appeared to be only focussing on one individual. When Waverley Borough Council takes action they should first speak to the person concerned.</p>

	<p>The Chairman informed the Council that the Clerk had spoken with Jane Bowden, Countryside Manager. She confirmed that there had been complaints from residents regarding abuse of common land and that the Council were duty bound to investigate. However, she stated that there were no plans to change the current situation with parking in Blackheath, particularly with respect to the village hall.</p> <p>The Council agreed that there was a need to meet with all the people concerned to identify if there was likely to be a change in policy.</p> <p>Cllr R Bawden stressed that although for practical reasons a “blind eye” is turned to some parking encroachment issues on the common, it is however common land. Wilfully abuse - especially in respect of extending their garden - should be dealt with. The land owner’s permission should be sought if temporary use the common for building material or other works is required.</p> <p>Cllr M Band stated that the Council needs to take issue with the way this situation was handled. It was important for Waverley Borough Council to communicate effectively with the residents and not be seen to be acting in a high- handed manner. Cllr M Band proposed that the Parish Council should write a formal letter highlighting the Parish Council’s and the residents’ concerns and suggesting a meeting to resolve the current situation. This was agreed unanimously.</p> <p>ACTION: Clerk to construct formal letter to Waverley Borough Council highlighting the current concerns raised at this meeting. Letter to be copied to the Lord of the Manor, Peter Herbert and Cllr M Goodridge.</p> <p>It was agreed that Cllr Maggs and Cllr K Bawden would ask for a meeting with WBC officers, Jane Bowden and David Oliver.</p>
<p>14/15 053</p>	<p>To consider and approve the minutes of the Council meeting held on 12th June 2014</p> <p>The Council <i>RESOLVED</i> unanimously to approve the minutes (proposed by Cllr M Band).</p>
<p>14/15 054</p>	<p>To receive progress reports about matters previously considered and approved by the Council.</p> <p>11/162(c) The Chairman asked Cllr Bawden for an update on the Sport Field drainage project. Cllr Bawden reported that they had one quote but were waiting for the end of the cricket season to progress further.</p> <p>14/15 033(g) The Chairman asked Cllr Healy about the Risk and Audit Committee. Cllr Healy agreed to set up a meeting as soon as possible.</p> <p>ACTION: Cllr Healy to set up Risk and Audit Committee meeting.</p> <p>13/14 053(c) The potential new car parking project on the Common at Shamley Green was discussed. Only one resident had responded in favour of the project and one against. Given the support from the public meeting it was agreed to progress the project to the next stage.</p>

	<p>Cllr Band agreed to progress the waste bins in Shamley Green project. ACTION: Cllr Band to requests new bins identified in Shamley Green to Waverley Borough Council.</p> <p>14/15 033(d) Cllr Grant agreed to chase up the bus shelter for The Street project.</p> <p>ACTION: Cllr Grant to progress bus shelter project in The Street, Wonersh.</p> <p>14/15 033(h) Reported traffic accidents in Wonersh and Shamley Green showed no significant difference between the two villages. On this evidence it would appear that Shamley Green is no less safe because it does not have white markings on the road. Cllr Band said he had forwarded this information on to the Traffic Calming Group in Shamley Green. It was however, agreed that white lines were needed at the top of Church Hill due to the poor sight lines.</p> <p>14/15 044 The Chairman reported that there had been a compromise with the placing of a plaque on the recycled plastic bench in the Wonersh playground as it appears you can attach a plaque to recycled plastic. Contractors suggested by Mrs Fieldsend will be in touch with the Clerk.</p> <p>Cllr R Bawden informed the Council that there had been an incident with a Waitrose van knocking over posts at the Sports Pavilion in Wonersh. Cllr Bawden is pursuing the issue with Waitrose.</p> <p>ACTION: Cllr R Bawden pursuing Waitrose over damaged posts at Wonersh Sports Pavilion.</p> <p>The Chairman reported that she had seen 8 SCC Highways officers in The Street recently and discovered they were reviewing a project to resurface The Street, Wonersh. Unfortunately this did not include installing the timed parking bays outside the shop.</p>
<p>14/15 055</p>	<p>To receive the approved minutes of the Planning Committee meetings held on 12th and 26th June 2014.</p> <p>The Council noted receipt.</p>
<p>14/15 056</p>	<p>Finance – to consider and approve the following:</p> <p>(a) the list of receipt and payment vouchers in June 2014; The Council approved unanimously. (proposed by Cllr L Healy).</p> <p>(b) the end- April 2014 financial statements; The Council agreed this would need to be postponed until the September meeting as the papers were still with the accountant.</p> <p>ACTION: Clerk to chase up accountant for papers.</p>

	<p>(c) the payment of £680 (ex VAT) to PBA Consulting for the biennial professional survey of trees within the parish for which the Council has a legal responsibility.</p> <p>The Council unanimously approved expenditure (proposed by Cllr M Band)</p>
14/15 057	<p>To consider and approve: (a) the minutes of the Personnel Committee meeting held on 19 June 2014: and (b) the recommendations of the Committee about the phased return to work of the Clerk following his sick leave.</p> <p>The Council unanimously approved the minutes and recommendations (proposed by Cllr G Grant). The Chairman stated that she would be asking Councillors to assist with self contained pieces of work to assist the Clerk.</p> <p>The Chairman also highlighted that the Clerk would be away until 29th July and that she would be dealing with the emails and correspondence. Cllr G Grant agreed to man the office on Thursday 17th July. Cllr R Bawden agreed to cover 24th July.</p>
14/15 058	<p>To consider and approve the appointment of a Council representative to Surrey County Council Local (Waverley) Committee: Cranleigh and Eastern Villages Task Group.</p> <p>Cllr L Healy proposed the Chairman, Cllr A Powell-Evans. This was unanimously agreed by the Council.</p>
14/15 059	<p>To consider issues affecting the community of Blackheath relating to the management by Waverley Borough Council of the registered common land at Black heath and to approve the next steps.</p> <p>Taken earlier in the meeting – see page 2</p>
14/15 060	<p>To consider a request for the Council to support this year’s proposed annual Bonfire Night celebrations in Blackheath and to approve the next steps.</p> <p>Cllr Maggs explained that he had been approached by a representative from Blackheath Village Society to ask if the Parish Council would support BVS’s project to hold the bonfire on the common this year.</p> <p>Councillors felt that it was not usual for the Parish Council to get involved in the Blackheath bonfire event but, as it had been a difficult year for Blackheath, the Councillors were keen to see a community event in Blackheath to bring the community together.</p> <p>Cllr R Bawden suggested that it would be appropriate for BVS to write to Waverley Borough Council to ask for permission to hold the bonfire event on the common that they are responsible for.</p> <p>Cllr M Band proposed a letter be sent from the Clerk stating that:</p> <p>“Wonersh Parish Council would welcome the efforts of the BVS to create a</p>

	<p>bonfire event on the common in Blackheath to encourage community cohesion, to which all residents of Blackheath would be welcome to attend this year.”</p> <p>This was unanimously agreed by the Council.</p> <p>ACTION: Clerk to send letter to BVS regarding support for this year’s bonfire event.</p>
<p>14/15 061</p>	<p>To consider and approve the annual report of Wonersh Woodland Group about Gerald’s Wood for the period up to 31 March 2014.</p> <p>The Council noted the annual progress report and complimented the Group on their excellent work – especially with their engagement with other local groups. The Councillors requested that the Clerk write to the Wonersh Woodland Group and express thanks on behalf of the community for the work they have done.</p> <p>ACTION: Clerk to write to Woodland Group to thank them for their work this year.</p> <p>The Council also felt it would be appropriate for the Wonersh Woodland Group to present their annual report at the Annual Assembly each year. It was agreed that the Clerk should write and ask them if they would like to present their report annually at the Assembly.</p> <p>ACTION: Clerk to write and ask the Woodland Group to present their report each year at the Annul Assembly.</p>
<p>14/15 062</p>	<p>To consider and approve proposals for an advertisement seeking a local distributor for the Council’s quarterly newsletter in the village of Wonersh.</p> <p>The Council discussed the wording of the advert for a distributor for the newsletter.</p> <p>ACTION: Chairman to revise the wording and then send to Cllr G Grant to put up on notice boards.</p> <p>Cllr Maggs asked if it would be possible to develop an email list of all residents of Wonersh and Shamley Green, like they have in Blackheath. However, after discussion it was felt that because there were over 700 households in Wonersh alone this was an enormous task. Also, there were still quite a few elderly residents who were not on email that the Council needed to stay in touch with.</p>
<p>14/15 063</p>	<p>To consider and approve the project proposals to improve the roadside island near the <i>Shamley Green Shop and Post Office</i>.</p> <p>The Council viewed the proposed plans. Cllr M Band proposed that the Council approves the project plans and is happy for the Shamley Green Garden Club to proceed with their chosen contractor, Stonescapes, with respect to the quote provided on 9th July 2014, subject to them showing the Clerk their indemnity insurance. This was agreed unanimously by the Council.</p> <p>ACTION: Clerk to write to Shamley Green Garden Club to inform them of Councils decision.</p>

<p>14/15 064</p>	<p>To consider a request by Surrey Air Ambulance for a grant from the Council.</p> <p>Cllr G Grant spoke of the excellent work that the Air Ambulance does in the area and asked if the Council could make a donation to this worthy cause.</p> <p>The Clerk advised the Council that the advice from NALC was that council's should not make donations to charitable bodies that did not have a direct link to the parish. Parish Councils were not set up as organisations to support charities. They were set up to support their local community, which is why the auditors look for a local link with any donations given by a parish council.</p> <p>Reluctantly, the Council agreed not to make a donation to the Air Ambulance but asked the Clerk to write to them to express our thanks for their work and to say that while as a Council we could not give a donation, as a community we would recommend them as a chosen charity for our community. Cllr L Healy said that Wonersh Fete this year would be supporting the Air Ambulance.</p> <p>ACTION: Clerk to write to Surrey Air Ambulance to explain the Council's position regarding a donation.</p>
<p>14/15 065</p>	<p>To receive reports by Members and the Clerk:</p> <p>(a) 2015 elections working party.</p> <p>Cllr R Bawden suggested that the Council develop a one page information sheet to send to all local societies – especially those which had a lobbying role. The Shamley Green Village and Blackheath Village Society were highlighted as two potential organisations that may produce suitable individuals for the role of parish councillor.</p> <p>It was also suggested that some information and boards for a display at this weekend's fete might be useful.</p> <p>ACTION: Cllr R Bawden to produce a one page sheet. Cllr A Powell-Evans to supply information board for the fete.</p>
<p>14/15 066</p>	<p>Members' business and correspondence for noting or including on a future agenda</p> <p>Correspondence:</p> <ol style="list-style-type: none"> 1. Letter from Mrs Frost regarding several issues relating to Wonersh Village Stores. The Council had received a letter from Mrs Frost regarding several issues at Wonersh Village Stores. The Chairman informed the Council that the letter had been passed on to the Wonersh Foundation – the community organisation who owns the shop, for them to deal with. The Chairman explained that the issues were now either resolved or would be resolved in the near future. 2. Issue regarding planned new access onto the highway at Shamley Green School. The Chairman informed the Council that there were problems with the proposed new access onto the highway at the school. The Highways

	<p>Department had expressed some concerns. A meeting is proposed as soon as possible to resolve this issue.</p> <p>3. Letter from Wisteria Cottage highlighting potential errors in the Houses of Local Merit documentation. It was agreed that Cllr C Smith and Cllr A Powell –Evans would review the evidence and respond to this letter. ACTION: Cllrs Smith & Powell-Evans to review evidence and write a response to the letter from Wisteria Cottage.</p> <p>Business for noting:</p> <p>1. Guildford Borough Council Local Plan Strategy consultation Cllr R Bawden informed the Council that the consultation on the new Local Plan for Guildford was now out and proposed that the Council treat it in the same manner as proposed for the Waverley Local Plan. It was agreed that it would go to the Planning Committee first and then come to the main Council for final approval for the submission.</p> <p>2. Shamley Green Post Office Cllr M Band informed the Council that the Post Office had informed the owner of Shamley Green Stores that it no longer wished to provide all the current counter services at this location. Cllr Band said he was investigating what could be done.</p> <p>3. Blackheath Pub Cllr Maggs informed the Council that a group from Blackheath had reformed with a view to purchasing the pub for the community.</p> <p>4. Blackheath Traffic Calming meeting Cllr Maggs informed the Council that the Blackheath Traffic Committee was meeting again on Tuesday. It was agreed that a note of the meeting would be circulated to Councillors.</p> <p>5. Invitation to Tea Dance to commemorate WW2 connections with Blackheath. Cllr Maggs informed the Council of a Tea Dance on 20th September and asked if any Councillors knew of anyone who would like to attend - especially if they had connections to the area during the war.</p> <p>6. Apologies for absence at September Council meeting Cllr K and R Bawden gave their apologies for the next two meetings. Cllr M Goodridge gave his apologies for the September meeting.</p>
14/15 067	<p>Dates of future meetings:</p> <p>Council : 11 September 2014.</p> <p>Planning Committee: 24 July, 7 & 21st August 2014 & 4th September</p>

There being no further business, Cllr Powell-Evans closed the meeting at 9.15 pm.

Signed: *Anne Powell-Evans*

Date: 11 September 2014