



MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

held on Thursday 9 February 2012, at 7.30pm at Wonersh Sports Pavilion

PRESENT

Cllr M Band, Cllr K Bawden, Cllr R Bawden (in the chair for items 12/021-030), Cllr P Brodie, Cllr G Grant, Cllr B Holtom, Cllr A Powell-Evans (present from item 12/030 onwards and in the chair for items 12/031-041);

Borough Cllr M Goodridge, Pc A Kerby (present for items 12/021-23 only).

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

12/021 Apologies for absence.

The Council received and accepted apologies from Cllr Healy.

12/022 Wonersh Parish Code of Conduct – Disclosure of Interests.

Cllr Powell-Evans had informed the Clerk prior to the meeting of her personal and prejudicial interest in item 12/028(h) because of a family relationship. Accordingly all other Councillors present declared their personal interest in the item too.

12/023 Briefing by Pc Kerby on local community policing and crime-prevention issues.

1. Pc Kerby referred to three local crimes over the previous month.
2. Pc Kerby provided additional information about marking valuable personal belongings (Smart Water, Red Web, Selector DNA) and warning notices to deter thieves.
3. Pc Kerby informed the Council that PCSO Helen Gowlett had moved to take on a new role and that her successor, PCSO Phil Snow, would join the local Neighbourhood Police team at the end of February.
4. Cllr Band raised the issue of someone in Shamley Green covering over national speed limit signs on Norley Common Lane and Hulbrook Lane (approaches to Lords Hill) with their own 15mph signs. Pc Kerby undertook to investigate.
5. Pc Kerby notified Members that he would be away on leave in March when the next Council meeting was due to take place. However, he said he would be able to attend the meeting on 12 April and that he would invite PCSO Snow to accompany him to the meeting to introduce him to Members.

- 12/024 Open meeting for electors to raise matters with the Council on local issues.**
- No issues were raised.
- 12/025 To approve the minutes of the Council meeting held on 12 January 2012.**
- The Council accepted these were a true record of the meeting. Cllr Powell-Evans signed the minutes at the end of the meeting.
- 12/026 Matters arising.**
- The Council noted the updated matters arising document submitted by the Clerk.
- 12/027 To receive the approved minutes of the Planning Committee held on 5 and 19 January 2012.**
- The Council received the approved minutes that had been signed by Cllr R Bawden.
- 12/028 Finance – to consider and approve the following:**
- (a) the lists of receipt & payment vouchers in January 2012**
- The Council *RESOLVED* unanimously that the receipt and payment vouchers for January 2012 be approved (proposed by Cllr Band, seconded by Cllr Brodie);
- (b) the end-December 2011 and end-January 2012 financial statements**
- The Council *RESOLVED* unanimously that these be approved (proposed by Cllr Holtom, seconded by Cllr Band);
- (c) the payment of £400 (ex VAT) to Mr Paul Bradley for making the present Parish Council web-site compatible with new managing/editing software**
- The Council *RESOLVED* unanimously that this be approved (proposed by Cllr Band, seconded by Cllr K Bawden);
- (d) the payment of up to £204 (ex VAT) for Adobe Contribute CS5 software to manage/edit the Parish Council web-site**
- The Council requested that the Clerk investigate the possibility of a discounted price for a multiple licence for the proposed software and *RESOLVED* unanimously to approve the payment of up to £204 (ex VAT) for its purchase (proposed by Cllr Brodie, seconded by Cllr Grant);
- (e) the payment of £279 (ex VAT) to Surrey Community Action for printing the Parish Housing Needs Survey forms**
- The Council *RESOLVED* unanimously that this be approved (proposed by Cllr Holtom, seconded by Cllr Band);

- (f) the grant of up to £250 to Hoppa Bus Service for its transport service to parish residents**

The Council *RESOLVED* unanimously that this be approved (proposed by Cllr Grant, seconded by Cllr Band);

- (g) the payment of £862.50 (ex VAT) to Hockley and Dawson Consulting Engineers Ltd for a professional survey of the surrounding walls of the closed Wonersh burial ground**

The Council requested that the Clerk confirm with the company that the surveyor would present a draft report for consideration by the Council before submitting the finalised version and *RESOLVED* unanimously that this be approved (proposed by Cllr Band, seconded by Cllr Brodie);

- (h) the payment of £570 (ex VAT) to Mr Simon James for the repair of the Lawnsmead Hall finger-post, the removal of the fallen hawthorn tree on Wonersh Common and the repair of the tiled roof of the Pepperpot Shelter, Wonersh**

The Council *RESOLVED* unanimously that this be approved (proposed by Cllr K Bawden, seconded by Cllr Band);

- (i) the payment of up to £240 for a traffic speed survey through Wonersh**

The Council noted that its bid for a contributory grant from Surrey County Council (SCC) was being actively considered and agreed that it should be prepared to meet up to half the anticipated costs of £475 (ex VAT). The Council therefore *RESOLVED* unanimously that this be approved (proposed by Cllr Brodie, seconded by Cllr Grant).

- 12/029 To consider and approve the appointment of a representative of the Council as a Trustee of Wonersh United Charities.**

The Council agreed to defer discussion of this item to its next meeting.

- 12/030 To consider further proposals to celebrate HM The Queen's Diamond Jubilee.**

Action:
BH

Cllr Holtom informed the Council of some estimated costs for the construction of an information lecturn at the summit of Chinthurst Hill (£500 for the lecturn and £500 for the laminated sheet). Commissioning a new, unique orientation table was difficult to quantify but the Council agreed that it would be prepared to consider contributing up to £1,500 from its 2012/13 project budget for such an initiative. Cllr Holtom agreed to consult potential partners such as the Surrey Wildlife Trust about taking this further and to report back to the Council.

- 12/031 To consider and approve the Council's representation at the Shamley Green Newcomers' Party on 21 February 2012.**

Action:
GG, BH
A P-E

Cllrs Grant and Holtom (Shamley Green Ward Members) confirmed that they would be attending this annual event. Cllr Band regretted that a prior meeting at WBC would mean he was unable to attend. Cllr Powell-Evans confirmed that she would also attend in her role as Chair of the Council. Cllrs Powell-

Evans and Grant volunteered to work together to refresh the Council publicity material for display at party.

12/032 To consider and approve the Council's representation at the Waverley Borough Council (WBC) briefing on Neighbourhood Planning on 28 February 2012.

Action: Cllr Powell-Evans agreed to represent the Council and requested that the Clerk notify WBC.
A P-E

12/033 To consider and approve the Council's financial contribution, if any, towards the following local highways improvement projects:

Wonersh, Cranleigh Road (B2128) verge clearance

The Council noted that SCC was prepared to contribute up to £800 towards these works from County Cllr Povey's discretionary funds. The Council *RESOLVED* unanimously to meet the costs of the anticipated balance required up to £20 (proposed by Cllr R Bawden, seconded by Cllr K Bawden);

Action: Clerk

Wonersh, traffic speed survey

The Council noted that the Surrey County Council (SCC) Local Committee was prepared to contribute in principle towards the survey and agreed to meet up to half the anticipated costs (see agenda item 12/028(i) above);

Action: Clerk

Blackheath, verge build-up near Village Hall.

Cllr Brodie informed the Council that the Blackheath Village Hall Committee and the Blackheath Village Society were prepared to contribute up to £2,600 each towards this project, as was County Cllr Povey (£1,000) from his SCC discretionary funds and requested that the Council adopt this project for the purposes of contracting the necessary works on behalf of the community even if this meant that no direct financial contribution was required from the Council. The Council agreed that it should consider this formally at its next meeting.

Action: PB, Clerk

12/034 To consider and approve the formation of a Council Working Party to prepare for the 2012 Parish Annual Assembly.

Action: The Council agreed to appoint Cllrs Band, K Bawden (Chair) and Grant as a working party to lead and co-ordinate preparation of the Annual Assembly due to take place at the Arbuthnot Hall, Shamley Green.
MB, KB, GG

12/035 To consider the proposed move of Guildford Bus Station and its impact for parish residents who use local buses to Guildford.

Having advertised this as a potential issue of concern to parishioners in the most recent edition of the *Parish Newsletter* Members and the Clerk noted that they had received no comments or representations from local residents. The Council therefore agreed to take no further action.

12/036 To consider and approve the Council's application to HM Land Registry for a Caution against First Registration of a parcel of common land within the Parish.

The Council noted that this area of registered common land falls between the

Action:
Clerk

registered title of Womersley Parish Council under title SY449509 and that of Waverley Borough Council under title SY405770. The Council therefore *RESOLVED* unanimously to approve the terms of its application on form CT1 for a caution against first registration and authorised the Clerk to sign the statement of truth at Section 10 (proposed by Cllr R Bawden, seconded by Cllr K Bawden).

12/037 **To consider and approve an increase in the contracted hours of work of the Clerk to the Council from 20 to 22 hours a week from 1 April 2012 onwards.**

Action:
A P-E,
Clerk

Cllr Powell-Evans presented a report. The Clerk confirmed his willingness to work for 22 hours a week, reflecting his actual hours worked and which were in line with those of comparable workloads of other part-time Clerks in neighbouring parishes. The Council therefore *RESOLVED* unanimously that this be approved (proposed by Cllr Band, seconded by Cllr Grant).

12/038 **Reports by Members and the Clerk:**

(a) Blackheath Village Society

Cllr Brodie informed the Council of the BVS's ongoing discussions about the future of the Villagers Inn Public House and preparations for the Blackheath Fair and Diamond Jubilee celebrations.

(b) Surrey County Council (SCC) Cranleigh & Eastern Villages Highways Task Group

The Council received a report by the Clerk. Cllr Powell-Evans emphasised the importance of the Council always being represented at future meetings of the Task Group because of the opportunity to lobby for new projects and to seek commitments by SCC to undertake longstanding highways-related repairs/renovations.

(c) Bramley Library update;

Cllr K Bawden explained that the issue of changes to the provision of local library services, including at Bramley, was now on hold until the outcome a judicial review.

12/039 **Correspondence.**

(a) Service in celebration of the life of John Powell-Jones, CMG.

Action:
MB, Clerk

The Council noted with appreciation that Mr Powell-Jones had served as a Member for twelve years. Cllr Band confirmed that he would be attending the service at Christ Church, Shamley Green, and could represent the Parish Council.

(b) SCC Flood survey

The Council noted this consultation but agreed that there was no submission to make about recognised flooding risks within the parish.

(d) WBC Eastern Villages Cluster meetings

The Council noted the helpful response of Mrs Orton, WBC Chief Executive, about future arrangements for meetings, including coverage of topical planning issues.

(e) Expression of interest in offering land for affordable housing within the parish

Action:
A P-E,
Clerk

The Council requested that the Clerk contact Mr xx to arrange a meeting with Cllr Powell-Evans and him for a preliminary discussion about this potential offer.

(f) Renovation of the Blackheath Lane post box.

Action:
Clerk

The Council noted the representations submitted by a number of local residents requesting that the post box be reinstated. The Clerk confirmed that Royal Mail had the matter in hand to install a modern post box on a post to replace its predecessor by mid-March.

(g) WBC Parish Settlements Facilities Audit: Shamley Green

Action:
BH, PB,
RB, Clerk

Cllr Holtom agreed to prepare the updated electronic version of the Shamley Green form. The Council noted that Cllr Brodie and Cllr R Bawden had previously volunteered to prepare the updated forms for Blackheath and Wonersh. The Clerk would seek comments from all other Councillors before submitting the finalised forms to WBC.

(h) Review of WBC Community Cleaning Team's fortnightly work schedule

Action:
Members,
Clerk

The Council noted that such a team operated around the commons at Shamley Green. Members agreed to consider requests for additional works within the Parish and submit them to the Clerk to forward to Waverley Borough Council (WBC).

12/040 Members' business for noting or including on a future agenda.

- (a) Invitation to Mona Johannson to make a presentation about the findings of the Housing Survey: **June** meeting;
- (b) Litter-picks in Shamley Green and Wonersh: **March** meeting;
- (c) Forthcoming training opportunities for Members and the Clerk: **March** meeting

12/041 Dates of future meetings:

Council:	8 March 2012
Planning Committee:	16 February & 1 March 2012

There being no further business, Cllr Powell-Evans closed the meeting at 9.40 pm.