

# Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

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## **PARISH OF WONERSH NOTICE OF PARISH COUNCIL MEETING**

**Local Government Act 1972**

Minutes of a meeting of Wonersh Parish Council held on  
**Thursday, 9<sup>th</sup> July 2009 at 7.30pm**  
At Wonersh Sports Pavilion

**Present:** Cllr N Morris (in the chair)  
Cllr R Bawden  
Cllr M Harding  
Cllr L Healy  
Cllr C Howard  
Cllr A Powell-Evans  
Cllr A Shareef

Mr G Powell-Evans

In attendance: The Clerk, Mrs J Cadman

- 09/113 Apologies for absence** were received from Parish Cllrs M Band and N Goodchild, Borough Cllr M Goodridge and County Cllr A Povey
- 09/114 Local Code of Conduct – disclosures of interests**  
**09/120c:** *Wonersh Sports Pavilion:* Cllr Bawden  
**09/122:** *Wonersh Memorial Hall:* Cllr Healy and Cllr Bawden  
**09/127:3:** *Ground Water Collection at Wonersh Pavilion:* Cllr Bawden  
**09/127:5:** *Shamley Green Pond:* Cllr Shareef
- 09/115 Open Meeting for Electors**  
No matters were raised.
- 09/116 Minutes of the Annual Meeting held 11<sup>th</sup> June 2009**  
These were agreed as a true record of the meeting and signed by the Chairman.
- 09/117 Matters Arising**  
**09/21:** *Footpath lighting:* Simon James has advised that footpath lighting does not exist in a robust form, but that he had sourced some small surfacing fitting lights that can be mounted flush into oak posts. The cost per light, installed, would be £167.30 + vat.  
**Agenda item:** September meeting  
**09/46:** *Planning Applications:* Cllr Morris had an informal talk with Mark Hill and was now satisfied that the procedure that the parish council followed was correct. The proposed meeting would not now go ahead.  
**09/71:** *Closure of Footpath from Wonersh Mill:* James Taylor, SCC Footpath officer, had agreed that this closure was necessary, but that the footpath would be re-opened once the major engineering work had been completed.

**09/102:** *Bridleway at Lords Hill:* Cllr Band had contacted Elizabeth Simms and she had agreed to a site meeting. Cllr Harding stressed the importance of having a Highways officer at that meeting.

**09/104:** *Football posts on Lordshill Common:* Sarah Henderson had no objection to these, Cllr Povey had agreed a grant of all the monies needed. The Clerk would write to all neighbouring residents to advise them of the proposal.

**09/107:** *Quality Council: promoting local democracy and citizenship:* **Agenda item:** September meeting.

**09/118: E-mail network: Presentation from Mr G Powell-Evans**

The chairman explained that he had invited Mr Powell-Evans to give a presentation to the meeting as a result of receiving a number of interesting suggestions from him on ways of encouraging a greater participation in Council business by the electors.

Mr Powell Evans had noted the following:

- It was very difficult to get input from residents about key local issues.
- There had been a poor attendance at the 2009 Annual Assembly.
- Blackheath Village Society had successfully built an e-mail database.

He suggested that the parish council send out a short e-mailed newsletter in simple text, which gave people an update on what is happening in the parish. The key objectives of this project would be:

- To deliver a brief monthly email newsletter to as many people in the parish as possible
- To ensure that no one was disadvantaged by lack of e-mail
- To provide a method of rapid communication in the case of an emergency
- To increase community involvement
- To provide an easy platform to launch/test new initiatives
- To improve public attendance at key public meetings
- Give Council an easy method to gauge public opinion
- Make it easy to register interest or get latest information
- Increase the traffic to the Parish website.

Mr Powell Evans proposed the following as a method of implementation:

- Use an external email management service, costing between £300 and £500 pa
- Ask people to volunteer to print and deliver copies to designated neighbours without email access
- Fund service by charging for small adverts
- Subscribe by simple online registration form, leaflets, existing village society email lists
- One page newsletter to achieve maximum response
- Latest draft version and diary always available on PC website: eg, data would be live and updated as available, then emailed monthly
- Online voting system to gauge residents views
- One click ability to register interest on any matter

Subscribers would receive a guarantee as follows:

- Email addresses would only be used by PC and would not be released to third parties
- Maximum of 15 mailings per annum, normally only monthly
- A subscriber could opt out at any time

Cllr Shareef said that the Shamley Green Village Association could be requested to send an e-mail to their members to ask them if they would agree for their emails to be made available to the

Parish Council. He suggested that this email list would take a while to build up, but in the meantime it would be important not to disadvantage those who would not receive the e-mailed newsletter, and so it could be necessary to send newsletters out as hard copy as well.

Cllr Howard believed this to be a very good idea but pointed out that police experience had shown that the best way to communicate with people was not through e-mails and the internet, and they had returned to hand delivering their newsletters. SCAP&TC had tried communicating by e-mails, but response had been poor and they had returned to hard copies.

Cllr Morris advised that the Blackheath network was very successful, and although this would be a long term project he was anxious to get it started. He wanted to get people involved, and did not want Quality Status to be just a paper exercise. A regular newsletter might encourage people to get involved.

Members discussed the possibility of using the church parish magazine again, rather than producing a separate paper newsletter, but it was decided that this was not the appropriate medium for parish council business.

**Action:**

1. Clerk to talk to Bramley, who had already piloted this scheme.
2. A working group would be set up to progress this with Mr Powell-Evans: Cllrs R Bawden, N Morris, chaired by Cllr A Shareef.

#### **09/119 Current Planning Applications:**

The Comments made to Waverley Planning department regarding the following 11 planning applications considered since the last meeting was APPROVED unanimously.

**WA/2009/0671 4 Hillside cottages, Blackheath Lane, Blackheath**

*Erection of extensions and alterations (revision of WA/2008/2075)*

**WA/2009/0679 2 Sweetwater Lane, Shamley Green**

*Erection of single storey extension*

**WA/2009/0693 Lane End, Blackheath Lane, Womersley**

*Erection of extensions and alterations together with replacement garage (revision of WA/2009/0231)*

**WA/2009/0709 Church Woods, The Street, Womersley**

*Extensions and alterations*

**WA/2009/0710 Oaklands Farm, Smithwood Common, Cranleigh**

*Erection of extensions and alterations*

**WA/2009/0711 Oaklands Farm, Smithwood common**

*Erection of extensions and alterations*

**WA/2009/0726 Wintersweet, Stroud Lane, Shamley Green**

*Erection of extensions and alterations involving the demolition of the existing utility room and porch and erection of a detached outbuilding*

**WA/2009/0741 Shamley Wood House, Woodhill Lane, Shamley Green**

*Construction of a sand school*

**WA/2009/0776 Manor Beeches, Church Hill, Shamley Green**

*Erection of a detached garage/shed*

**WA/2009/0792 The Water Mill, Norley Lane, Shamley Green**

*Erection of a detached garage and store following demolition of existing garage*

**WA/2009/0793 Ardath, Run Common Road, Cranleigh**

*Change of use from agricultural land to provide private vehicular access to Ardath from East Whipleigh Lane along with external resurfacing*

#### **09/120 Finance**

- a) Members RESOLVED that the current list of Receipt and Payment vouchers be approved. This was PROPOSED by Cllr Bawden, SECONDED by Cllr Healy, with all in favour.

b) *Tree work:*

1. *Wonersh:* Removal of the Tulip Tree and stump grinding, at a total cost of £230 + VAT was PROPOSED by Cllr Healy, SECONDED by Cllr Bawden, with all in favour.
2. *Shamley Green:* Crown lift of small oak, cut back Acer and Oak over drive at a total cost of £90 plus VAT, was PROPOSED by Cllr Bawden, SECONDED by Cllr Healy, with all in favour.
3. *Shamley Green:* Reshape Willow: discussion took place on whether this should be reshaped or removed. It was **agreed** to ask Sarah Henderson's advice, and to request a quotation for its removal.

c) *Sports Pavilion:* Increase in annual rent from £600pa to £650pa was PROPOSED by Cllr Howard, SECONDED by Cllr Harding, with all in favour.

**09/121 Parking on Common Land**

1. the proposed notice to be put on offending cars was agreed, after amendment to replace the word 'cars' with 'vehicles'.
2. Turning space and gravelled access at Barn End: after discussion it was **agreed** to send a letter to each householder using that access, advising that the parish council was aware of the additions to the wayleave and asking for any information that they might have on who was responsible for these additions. The Clerk would also ask the countryside ranger for advice. It was *noted* that the Council must ensure that responses to planning applications for properties on common land should include the stipulation that the common land must not be used for parking, building materials, etc. It was noted that it is possible for the Clerk to issue a licence for using Common land for skips, storage of materials etc with a proviso that any damage was made good.

**09/122 Wonersh Memorial Hall**

Cllr Healy advised that a significant amount of money would need to be raised to replace the boiler and heating system. An application had been made to the COMMA fund and also to WBC's Hardship Fund. Both these applications required letters of support from the Parish Council and local people - regular users had already written letters of support. Members **agreed** that this support should be given, as the Memorial Hall is a local facility for local people. Cllr Healy advised that an application to the council for financial support might be made at a later stage.

**09/123 Emergency Planning:**

The Clerk tabled a first draft of an Emergency Plan for the Parish, and explained that the purpose of this was as follows:

- to aid SCC and WBC, by providing them with direct contact with a co-ordinator who would disseminate information throughout the parish in the case of an emergency,
- to identify a central place in each village which could be used as a contact centre, refuge and focal point in the case of an emergency,
- To identify local people who had skills that could be tapped into
- To identify owners of plant and machinery that could be made use of
- To identify people who were aware of, and could contact, vulnerable people in the parish
- To provide other skills, information points and facilities as necessary.

It was agreed that a working party should be set up to progress this, which would be made up as follows: Cllr Healy, Cllr Harding, Cllr Morris and the Clerk.

**Action:** The Clerk to circulate the draft Plan and set up a meeting date.

**09/124 Pedestrian Crossing on Wonersh Common Road**

Two local school children had written to Anne Milton, MP, requesting a pedestrian crossing on Wonersh Common Road, to be situated close to the United Reformed Church. Members recalled that the possibility of a crossing had been discussed before, and that Highways had advised that the road was unsuitable, as there would need to be lighting and a central reservation. The Wonersh Traffic Calming group did not rate this as a high priority, because of the lighting issue. Members agreed that the proposed location was too far away from the village, and was also on a bend.

**Action:** Clerk to write to Anne Milton advising her of Highway's response, the view of the Traffic Calming Group and the problems of the proposed location. This letter would be accompanied by a copy of the traffic calming committee questionnaire and the parish plan questionnaire. The Parish Council would very much like to speak to the children concerned in order to hear their views and to respond to their particular concerns.

*Cllr Howard left the meeting at this point.*

#### **09/125 Youth Portfolio**

It was PROPOSED by Cllr Morris that the current youth project be dropped from future agendas, SECONDED by Cllr Powell-Evans, with all in favour. It was agreed that the Youth Portfolio should remain in existence, but that its nature and aims should be discussed before further action is taken.

#### **09/126 Reports from Councillors**

- a) *Surrey Heathland Project:* Members noted the report from Cllr Morris. It was PROPOSED by Cllr Morris that the Parish Council should continue to support this in the current financial year, and review on an annual basis, SECONDED by Cllr Bawden, with all in favour.
- b) *Blackheath Traffic Calming:* Members noted the report from Cllr Morris. Cllr Morris advised that he was due to meet with the contractor, Simon James, the following day, as an estimate was needed for the cost of the temporary installation.
- c) *Wonersh Traffic Calming:* Cllr Powell-Evans advised that progress had been made with regard to solar powered inter-active signs, as people in Wonersh felt that these would be an effective part of a traffic calming scheme. Two signs were proposed, one before the Platt, the other at Wonersh Park, but it would not be possible to install one at Wonersh Park because of the overhanging vegetation and the second location would need to be reviewed. Members gave the proposal for inter active signs their full support.
- d) *Village Gateways:* Cllr Powell-Evans advised that John Hilder had approved the design, which was similar to those at Blackheath, with white lettering. These would be installed as agreed at the June meeting of the Parish Council. Further gateways would be installed at Gerald's Wood and where the current signs are at Shamley Green. The narrative would read: *Wonersh, please drive carefully.* John Hilder had agreed to install these as soon as they were received.
- e) *Town and Parish Council meeting:* Cllr Harding drew Members' attention to item 4: Participatory budgeting, and noted that SCC are under pressure to do the same, probably in the next financial year. Members noted that Parish Councils were asked to respond to this consultation by the beginning of September, but that no materials had yet been issued by WBC.  
**Action:** Clerk to circulate material once received and collate Members' responses.

#### **09/127 Correspondence**

1. *Consultation with Town and Parish Councils on Waverley's participation in the E-consultation Hub Trial:* Matthew Evans has written concerning this. In summary: the hub would notify the council by e-mail that WBC has received an application and invite comments within the normal timescale of 21 days. The hub would include a link directly to the application on the WBC web site. A measuring tool would be available to allow the measurement of distances and areas on plans, The Parish Council response would be made via the hub link. The service of paper copies would be withdrawn. Members responded with the following queries:
  - a) what equipment would be needed and would there be financial support for its purchase
  - b) would the borough council offer training
  - c) The planning portal was currently slightly unreliable, and this would need to be addressed before this proposal took effect. Quality of documentation on the web site would also need to be addressed.
  - d) Cllr Harding was particularly concerned for the individual parishioner, who would lose the right to express an opinion on a planning application if they were not included in the process.
  - e) A time scale needs to be set in place for how long the existing system will run in parallel with the proposed new system, if at all.
2. *Paul Soulsby, Surrey Police:* Paul has written to advise that as from Saturday 1<sup>st</sup> August he will no longer be our Neighbourhood Specialise Officer and his place will be taken by PC Neil Smith, currently the Youth Affairs officer for the Waverley area. Paul is to take the role of NSO for Dunsfold, Alfold and Ellens Green, as well as becoming the force Traveller Liaison Officer. The Clerk was asked to write and thank him on behalf of the Parish Council, and to send him every good wish for the future. A copy of this letter would be sent to Inspector Dann.
3. *Provision of Ground Water Collection and Storage Facility under Wonersh Sports Ground:* Mike Hill has written to seek the Council's approval for this chamber, to collect groundwater from the area in front of the sports pavilion. Members approved this proposal and agreed it was a very good idea.
4. *Partial Review of the Regional Spatial Strategy for the South East:* Provision for gypsies, travellers and travelling showpeople: the document is on circulation and comments are invited by the 1<sup>st</sup> September.
5. *Restoration of the pond in Shamley Green:* the application to COMMA was unsuccessful. Peter Gooch, SCA, has written to say that he would be happy to discuss the project and provide feedback on the application, and might be able to help identify other sources of funding.
6. *Closure of Chilworth Friary:* The Parish Council has been advised that the Friary is threatened with closure as the Franciscans are looking at the need to close one of their Friaries, possibly Chilworth. Cllr Healy advised that she had written a letter of response on behalf of the supporters group for Chase Hospice. Members asked whether the closure would include the church.
7. *Review of Compensatory Grants:* The Head of Finance at WBC has written to advise that it is expected that compensatory grants will be frozen at the 2009/10 rate for 2010/2011. Further information will be available at the meeting and comments are invited by the 10<sup>th</sup> August.
8. *Smithwood Common Road:* the Parish Council been copied into a letter from SCC Highways to Mr Powell-Jones at Gascons, Smithwood Common Road, in response to a letter from Mr Powell-Jones concerning the new speed limit of 50mph. Mr Assadi confirms that SCC do not intend to review this speed limit. Members discussed whether to request a 40mph speed limit at this location, and agreed that the Clerk should write.
9. *Surrey Hills Society:* an invitation has been received to the Society's first annual dinner.

1. *Caring Costs in Surrey*: Cllr Harding requested that this be included as an **agenda** item for the September meeting.
2. *Traffic*: Cllr Harding advised that there were a number of issues concerning traffic, in particular along Woodhill Lane and Norley Lane, and requested that this be included as an **agenda** item for the September meeting.
3. *Benches*: Simon James had submitted a quotation of £87.00 per bench to clean, repair and oil. **Agenda** item, September meeting.

**09/129 Dates of future meetings**

Planning: 23<sup>rd</sup> July, 6<sup>th</sup> August, 20<sup>th</sup> August, 3<sup>rd</sup> September  
Full Council: 10<sup>th</sup> September, 8<sup>th</sup> October, 12<sup>th</sup> November

There being no further business, the meeting closed at 10.20pm