

# 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> October 2008 at 7.30pm**  
at Wonersh Sports Pavilion.

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

Mrs B St John  
Representative from the Surrey Advertiser

In attendance: The Clerk, Mrs J Cadman

**08/147 Apologies for absence** were received from Cllrs N Goodchild, L Healy and C Howard, Borough Cllr M Goodridge and County Cllr A Povey.

**08/148 Local Code of Conduct – Declarations of Interest**  
None were declared.

**08/149 Open meeting for electors to raise matters with the Council on local issues**

- a) *Hulbrook Farm:* In response to a question from Mrs St John, Cllr Band advised that an enforcement officer had attended the site and had asked that a planning application be submitted, which was the start of the process.
- b) *Ditches:* in response to a question from Mrs St John, the Clerk confirmed that none of the residents who had received a letter about their ditches had responded.

**08/150 Minutes – to approve and sign the minutes of the last meeting held on the 11<sup>th</sup> September:**  
These were agreed as a correct record of the meeting and signed by the Chairman, following the correction of Cllr Powell-Evans' initial from N to A.

**08/151 Matters arising**  
08/118: *Lords Hill Common Playground: hedge:* as expected, it looked as if the Parish Council would become responsible for the hedge.

08/128: *Parking Tickets:* PC Paul Soulsby had sent an e-mail confirming that he was happy with the wording of the poster devised by the Clerk to advise residents of parking regulations, and that he thought it was a good idea. As far as the issue of parking tickets was concerned, he understood that the officer involved believed that it was the correct action to take, but was aware that on a local level this style of action without prior warning could cause real problems, which it had. He welcomed the

Parish Council's involvement in this matter.  
Members sent him warm congratulations on the recent birth of his son.

08/138: *Shamley Green Footpath lighting*: Cllr Shareef had approached the Shamley Green Residents Association and had received an e-mail from the Chairman, confirming a donation of £200 towards the costs of installing this. It was **agreed** that he should write an article for the Parish Magazine, both about the lighting and also the Association's contribution.

**Action:** The Clerk to write in confirmation and also to extend the Parish Council's grateful thanks.

08/144.5: *Parish Magazine*: The web site advertisement had not been replaced. It was *noted* that the editor had suggested a donation in return for including parish council inserts, and questioned whether he was aware that the Parish Council already made an annual donation. Cllr Band suggested that the level of this donation be re-considered in 2009.

**08/152 To endorse comments made by the Planning Committee on current planning applications.**

The Comments to Waverley Planning department regarding the following **8** planning applications considered since the last meeting were APPROVED unanimously

**WA/2008/1495 Grove Cottage, the Drive, Wonersh**

*Erection of a two storey extension*

**WA/2008/1553 Virginia Cottage, Mellersh Hill Road, Wonersh**

*Erection of a two storey extension*

**WA/2008/1556 Pippins, Guildford road, Shamley Green**

*Erection of two new dwellings with associated garages following demolition of existing dwelling and garage*

**WA/2008/1562 Friendly Cottage, Run Common road, Cranleigh**

*Erection of a two storey extension and alterations following demolition of existing extension*

**WA/2008/1563 Friendly Cottage, Run Common road**

*Llsted building consent for the above*

**WA/2008/1585 Barn Cottage, The Green, Shamley Green**

*Erection of extensions to garage building*

**WA/2008/1586 Barn Cottage, The Green**

*Llsted building consent for the above*

**WA/2008/1630 Gaston Copse, Guildford Road, Cranleigh**

*Erection of a two storey extension*

**08/153 Finance**

- a) Members RESOLVED that the list of receipt and payment vouchers tabled this evening be APPROVED. This was PROPOSED by Cllr Band, SECONDED by Cllr Bawden, all in favour.
- b) Cllr Bawden tabled a report from the Finance Working Party. Points raised as follows:
  - *Reserves*: Cllr Powell Evans recalled that the auditor had stipulated that these should be no more than 2 x annual precept. Cllr Band believed that this could be challenged. Cllr Harding considered that the Parish Council had a duty to take into account differing weather conditions which might need emergency funding, such as hurricanes or flooding.
  - *Presentation*: Cllr Shareef asked whether phasing could be introduced when the ytd figures are presented against full year.

- *New Projects:* Cllr Bawden suggested that these were brought forward earlier in the year in future, so that full costings could be obtained before putting them in the budget. This was **agreed** .
- *Underspend/Overspend:* if these could be shown in the budget figures, this would give a better idea of where money should be allocated in the following year.

Cllr Bawden was thanked for his work and it was **agreed** that the working party's budget model should be used as the basis for this year's budget discussions.

- c) *St Martins Church: murals restoration:* Cllr Harding believed that St Martins Church was rather special in the Blackheath community, and these murals were not only of interest to the community, but also to tourists from all over the world. He considered that this was a worthwhile project to support and had completed a donation request form for this purpose. A donation of £300 towards the total restoration cost of £75,000 was PROPOSED by Cllr Harding, SECONDED by Cllr Shareef, with all in favour.
- d) *Mary Tatlow (book-keeper) revised contract:* The Clerk tabled the proposed revised contract: payment had been increased by £1.00 per hour, from £10 to £11. Hours of work would be approximately 2 per week, with hours in excess of 12 per month to be agreed before taken. Notice period would be two months by either party. The new contract was PROPOSED by Cllr Powell-Evans, SECONDED by Cllr Bawden, with all in favour.

**08/154 “Visioning” a first step for the council to develop a Business Plan by identifying its aims and objectives over the next 5 years and its priorities for the coming year: Sessions offered by SCAP&TC.**

It was agreed that this Council knew what was necessary over the next year in terms of achieving Quality Status, and that longer term the aim was to attract younger people to get involved. Cllr Band believed that one challenge would be to ensure that budget priorities reflected those in the business plan. Cllr Shareef considered that ‘visioning’ could be useful if conducted to objectives.

Members **agreed** to accept a ‘visioning’ event in principle, subject to receiving more information from Trevor Leggo and to asking Witley (who had undergone an event) for feedback.

**08/155 Portfolio for Youth: database of activities and services for young people**

Cllr Band suggested that it might be possible to incorporate work being done at Borough level. Cllr Morris was not clear where this project would lead and it was **agreed** to seek clarification.

**08/156 Barn End, Wonersh Common: notice of application for registration of a person in adverse possession.**

Roger Taylor, Hedleys Solicitors, had given his opinion that, as it was clear that the claim was based on enclosure for a period in excess of 12 years, and in the absence of cogent evidence to the contrary, he could not advise the Council to continue to oppose the application. If the Parish Council was satisfied that the land is common land, the application should be notified of this fact and that they reserve their rights over the breach of the provisions of the Commons Act 1965 and 2006. Members **agreed** that this action should be taken.

**Action:** The Clerk to instruct Hedleys accordingly.

Also raised:

1. The residents at Wood View Wonersh Common were using common land to access their property.
2. Cars were parked on common land along Wonersh Common Road.

**Action:** The Clerk would follow these up.

**08/157 Maintenance of Section 9 land in Shamley Green, specifically the pond.**

(Section 9 land is land with no registered owner) The pond was originally maintained by WBC, but they had taken the decision over the last two years that they would not maintain S9 land. Sarah Henderson had suggested that the Parish Council register this land in their name, to prevent anyone else from doing so. This action would, of course, make the Parish Council responsible for maintenance.

Cllr Harding suggested that a letter be written to WBC to obtain confirmation of this policy, and a letter to the Land Registry to establish the exact situation. This action was **agreed**, but the letter to the Land Registry should wait until a reply is received from WBC.

Cllr Shareef reported that the pond needed re-lining, and the pipe was blocked. He believed that the solution was to de-silt the pond, reduce it in size and re-line. Money had been spent on a pipe to bring additional water from the inlet into the pond, this worked well but was inclined to get blocked. A substantial amount of work was needed, in particular the willows should be removed.

**Action:**

- Ask Shalford how they maintained their pond, which now looked very good.
- Ask Simon James for advice.

**08/158 Litter pickers**

The Clerk had asked Cranleigh Parish Council for advice: they had recently purchased some at a cost of £12.51 each + VAT, and offered to loan them to the Parish Council when litter picking dates did not clash. This was agreed to be a kind offer, but it was **agreed** that the parish council should also consider the purchase of 6 to loan to residents, and advertise this facility in the next newsletter.

**Action:** November agenda item

Cllr Powell-Evans agreed to co-ordinate a date for a Wonersh litter pick, and was advised that the Shamley Green litter pick would have benefited from more publicity and more notice.

**08/159 Reports from Councillors**

a) *Minutes from the Risk Assessment committee meeting held Thursday 18<sup>th</sup> September:* In order to be quorate, a third member was required. Cllr Bawden was PROPOSED as a member of the committee by Cllr Band, SECONDED by Cllr Shareef, with all in favour.

7.2 Playgrounds: both playground inspections were organised by a rota of ward councillors

7.5: parish council responsibility for ditches: the ditch in front of Walnut Tree Cottages was the responsibility of the parish council, in addition to those noted.

b) *Quality Council Committee Report:* this was tabled by Cllr Morris, who would identify financial requirements for the budget meeting. He drew Members' attention to the new requirement for evidence of democracy and citizenship, and it was agreed that all councillors would draw up a list of current activities

that fitted this criteria, such as the involvement with the traffic calming group.

c) *Traffic calming*

- (i) *Wonersh residents meeting 2<sup>nd</sup> October* – Cllr A Powell Evans tabled her paper and advised that the joint working party had met again since the residents meeting, and that she would give a full report at the November Parish Council meeting. Cllr Shareef suggested that contact be made with the Shamley Green Residents' Association, as the B2128 ran through both villages. Cllr Harding registered this Council's appreciation of the work undertaken by Cllr Powell Evans in this respect.

It was suggested that Daniel Payne be contacted regarding the lack of white lines around the parish. Cllr Powell Evans advised that David Beevers had been in communication with him.

John Hilder had expressed concern about the number of cars that came off the road at the bend on the B2128 at The Close. Cllr Morris advised that he had asked Daniel Payne whether the road surface should be inspected.

Cllr Bawden commented on the useful suggestions put forward by members of the public at the meeting, and believed that it had been very positive. He considered it important to get these people on board and that some publicity could be generated by putting an article in the newsletter, advising where the group was in terms of progress. Cllr Powell Evans advised that there would be a paragraph in the parish magazine.

- (ii) *Blackheath: grant awarded by Blackheath Village Society* - Cllr N Morris advised that Blackheath Village Society had made a grant to Blackheath Traffic Calming work party of £3500 to continue their work. Cllr Morris had written to thank them on behalf of the working party, and it was agreed that a letter should also be sent by the Parish Council.

- d) *Village Gateways*: Cllr Powell Evans reported that the suggestion was made at the Traffic meeting that the gateway be moved forward to where the Wonersh sign is, at Chinthurst Lodge. A meeting had been arranged with John Hilder on the 29<sup>th</sup> October.

Cllr Powell Evans posed the question whether, as there had been little response to the public consultation, the gateways should be replaced or just removed. Cllr Bawden considered that they should be replaced, as he considered it important that the village boundaries were marked. Cllr Powell Evans advised that John Hilder had offered to have them installed, free of charge.

**Action:** Establish costs of new gateways for November meeting.  
Clerk to send Cllr Powell Evans Cllr Band's link to a web site marketing plastic signs.

- e) *Parish Plan*: Cllr Powell Evans had arranged for the updating leaflet to be designed and printed, and it was now in the process of being delivered. Members congratulated Cllr Powell Evans on the very informative and well presented leaflet.

- f) *WBC Planning Seminars:* Notes on the Planning Committee's response to these seminars were tabled. Cllr Harding advised that WBC had been asked to respond to the Parish Council's questions. Matthew Evans, the recently appointed Head of Planning, had promised that he would get out and visit all parishes, and had also promised to hold planning seminars in the future. The Planning Committee's main criticism of the ones recently held was that it was not possible to ask questions immediately, the seminar was taken over by presentations. One of the problems with Borough wide meetings was that urban areas required more attention.

Cllr Band advised that Matthew Evans had arranged to visit Shamley Green ward and intended to visit every ward before Christmas. Cllr Band requested that he be openly copied into any correspondence with WBC, particularly in the new framework.

Cllr Shareef suggested that a follow up meeting would be much more effective if it was just organised for our parish council, rather than the cluster group. Cllr Band said that the meeting would be confined to the Eastern area, which would be Cranleigh and the surrounding villages.

## 08/160 Correspondence

1. ***Wonersh United Charities:*** The Clerk to the Trustees has written to thank the Parish Council for its donation of £100 and also to ask for an increase in funds donated. At the last meeting of Trustees, the increasing demand on the Charities' funds and the unchanging level of income received each year was looked at in detail and it was agreed that additional funding needed to be secured if the Charities were to at least keep up with inflation and the annual rise in the cost of living. Cllr Harding declared an interest, and advised Members that WUC had received an increased donation from Smith's Charities, but this did not meet anticipation.  
**Action:** Agenda item for November meeting, to agree level of donation.
2. ***Star Energy:*** have written to advise of the *Star Energy Community Fund*. "As a company in the energy sector that is dependent upon the network of localized operations, we feel it is important that we do what we can to support local communities. We therefore wish to fund projects through the Star Energy Community Fund, which should be of benefit to communities in the immediate areas around our operations". In the first year grants of between £1,000 and £20,000 will be considered, closing date for applications will be 31/12/2008.  
**Action:** Clerk to refer this to the fund raisers for St Martins Mural. Cllr Shareef to consider in connection with Shamley Green Pond.
3. ***South East Plan Update:*** Anne Milton MP has written to advise that, in response to a question tabled by her in the House, constituents can respond to the South East Plan without using the prescribed form. She had been concerned that the original form was only available online.
4. ***The making and enforcement of byelaws: A consultation:*** The second in a series of Communities in Control consultation documents following publication of the White Paper on 9<sup>th</sup> July. This paper invites views on the proposed new procedure which will enable authorities to make certain byelaws without the need for scrutiny by the Secretary of State. Comments are invited by 20<sup>th</sup> November. The consultation paper is on circulation.
5. ***Surrey Community Action:*** Annual Review meeting and first joint meeting with SCAP&TC: Wednesday 22<sup>nd</sup> October 1.15pm to 4.00pm. Surrey Community Action's

draft Strategic Review 2009-12 is on circulation.

6. **Rural Affordable Housing for Local People Conference:** Friday 14<sup>th</sup> November, Shere Village Hall, 9.30am to 2pm. This event has been organised by Surrey Community Action for rural communities in Surrey and provides an opportunity for all people who live and work in rural Surrey to discuss and learn more about affordable housing for local people. The papers are on circulation.
7. **Post Office support:** Anne Milton had written, following her letter of the 25<sup>th</sup> August, to advise that she had now heard from Pat McFadden MP – the Minister for Employment Relations and Postal Affairs at the Department for Business, Enterprise and Regulatory Reform. He advised that Post Office Ltd (POL) already offered a range of business banking services across the Post Office network, which include cash and cheque deposits, cash withdrawals and balance enquiries on behalf of a number of banks. He understands that POL is seeking to extend the list of partner banks offering business banking services on the Post Office network and is currently in discussion with interested parties.  
Cllr Band advised that WBC Executive had proposed a move to cashless banking, and to remove cash facilities in locality offices. Invoices would be bar coded, so that they could be paid at post offices. This proposal was awaiting ratification by Full Council.
8. **Speeding Issues:** The Clerk of Bramley had written to highlight the area at the bottom of the hill coming from Wonersh to Bramley, along Station Road just before the bridge, where the road takes a sharp bend, where there had been a significant number of accidents over the years. SCC had repaired the barrier but the chevrons indicating the sharp bend had not been replaced, and overgrowing vegetation meant that the barrier was no longer visible either.

**08/161 Councillors business for noting or including on a future agenda**

- a) **Bye-laws:** Cllr Bawden recalled that these used to be displayed on posts on the commons, and he proposed that they should be re-instated, as there had been several incidents recently of people cycling on the cricket pitch.  
**Action:** Clerk to bring costings to November meeting.
- b) **Notice boards:** These need reviewing, as the one in Shamley Green cannot be locked and lets in water, and the one in Wonersh is not big enough.  
**Action:** Clerk to bring costings and proposals to November meeting.
- c) **Declarations of interest:** As members were now involved with the Surrey Hills Society, their declarations of interest should be updated.
- d) **Local Council Review:** Cllr Powell Evans would find it very useful to have her own copy.  
**Action:** Clerk to e-mail members to establish who wished to have a personal copy, and cost this out for the budget meeting.

**08/162 Dates of future meetings**

Planning: 16<sup>th</sup> October, 30<sup>th</sup> October, 13<sup>th</sup> November  
Full Council: Thursday 13<sup>th</sup> November

There being no further business, the meeting closed at 9.45pm.