



MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

held on Thursday 14 January 2016, at 7.30 pm at Wonersh Sports Pavilion

PRESENT

Cllr P Neve (in the chair); Cllr A Powell-Evans; Cllr M Band; Cllr C Crouch; Cllr H Kendall; Cllr P Maggs; Cllr G Payne; Cllr R Weale; Borough Cllr M Goodridge; and one member of the public.

In attendance: John Aldworth, Clerk to the Council.

<p>15/16 132</p>	<p>To consider and approve apologies for absence. The Council received an apology from Cllr M Hardman.</p>
<p>15/16 133</p>	<p>Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code. No Members declared a disclosable interest in any of the after-mentioned items of business:</p>
<p>15/16 134 Action: Cllr Weale</p>	<p>Briefing by the Safer Neighbourhood Policing Team on issues of local interest and concern. The Council noted the absence of the Police on this occasion. Cllr Weale will liaise with the Police and report on policing matters at future meetings.</p>
<p>15/16 135 Action: Clerk</p>	<p>Open meeting for <i>members of the public</i> to raise matters with the Council. A local resident expressed concern that an area of the footpath on the west side of Wonersh Common Road floods regularly. Wonersh Parish Council was asked to investigate whether the bank is common land owned by the Parish Council and whether rainwater running off the bank is the cause of the flooding problem. Clerk to contact Surrey CC to request that they investigate flooding of the pavement.</p>
<p>15/16 136</p>	<p>To consider and approve the minutes of the Council meeting held on 12 November and 11 December 2015. The Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Crouch), subject to an amendment to the minutes of the 12 November meeting to add Cllr P Maggs to the list of attendees. Cllr Neve duly signed the amended minutes, and those of 11 December, as a true record.</p>
<p>15/16 137 Action: Cllr Maggs Action: All Councillors & Clerk</p>	<p>To receive progress reports about matters previously considered and approved by the Council. Cllr P Maggs reported on his draft note to Waverley Borough Council on the hydrological survey. Cllr Maggs to send the note to Waverley Borough Council and update the Progress Report accordingly. Councillors to ensure that they can all update 'Dropbox' by the next Council Meeting on 11 February. The Council will look at updating the Progress Report at the next meeting. Clerk to ensure that Cllr Payne has access to Dropbox.</p>
<p>15/16</p>	<p>To receive the approved minutes of the Planning Committee meetings held on 19</p>

138	<p>November, 3 and 17 December and 7 January 2016.</p> <p>The Council noted receipt of the approved minutes of 19 November, and 3 and 17 December. The minutes of the 7 January 2016 meeting have not yet been approved.</p>
<p>15/16 139</p> <p>Action: Clerk</p> <p>Action: Clerk</p> <p>Action: Clerk</p> <p>Action: Clerk</p> <p>Action: Clerk</p> <p>Action: Cllr Payne</p>	<p>Finance – to consider and approve the following:</p> <p>(a) the list of receipt and payment vouchers in October and November 2015: the Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Crouch);</p> <p>(b) the end-October and end-November 2015 financial statements: the Council <i>RESOLVED</i> unanimously to approve these (proposed by Cllr Weale);</p> <p>(c) the variances and estimated outturn for the present (2015/16) financial year as at end-November 2015: the Chairman explained that the outturn indicates an overspend of approximately £6,000, which is largely due to the cost of repairs to Wonersh Playground, which are currently underway. There have also been additional salary costs. Cllr Powell-Evans reminded Councillors that the Council has already agreed that additional salary expenses (the Assistant Clerk costs, plus the cost of paying two Clerks during the handover in late November/early December 2015) would be funded out of reserves. Cllr Maggs proposed that an opening and closing balance sheet is needed for each month, and the last four lines of the outturn document may need to be revised. Clerk to set up meeting with the accountant, to be attended by the Chairman and Cllr Maggs, to decide how best to revise the outturn.</p> <p>(d) the payment of £343.60 to Waverley Borough Council for Recharge of Election Costs May 2015 The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Kendall);</p> <p>(e) Citizens’ Advice grant request (£215.00); The Council Resolved unanimously to approve this (proposed by Cllr Kendall);</p> <p>(f) Wonersh Closed Burial Ground – renewal of contract for grounds maintenance; The Council <i>RESOLVED</i> unanimously to approve payment to YMCA up to the amount paid last year for grounds maintenance (proposed by Cllr Weale). Clerk to contact YMCA to obtain confirmation that contract terms remain fixed at 2015/16 charges.</p> <p>(g) Consider and approve future repairs to Wonersh and Lordshill playgrounds. The Chairman explained that additional bark was required to adequately top up all three areas in the Wonersh playground. By using ‘Emergency Powers’ to purchase the additional bark, (at a cost of £700 for the bark and associated labour), the Council was able to save the Council £775 by having this work done while other work is underway. Further necessary repairs have been identified via the safety inspection carried out in December 2015. The Council awaits a quote for this work, which includes: two new posts at base of ramp on multi-play (toddler) apparatus; two new posts to rear of multi-play (Junior) swings; and new longer chains to be fitted to the cradle swings. The safety inspection for the Lordshill playground has identified all defects as low risk. It has therefore been decided to put on hold fitting new bearings to the Spinner, as this item is not popular, and prioritise repairs to the uneven surface of the roundabout. The foliage at Lordshill will need to be cut back; the Council will review this in March/April 2016. Cllr Band suggested that the Council should seek a contribution from Waverley Borough Council towards the cost of playground maintenance, given cut backs in Compensatory Grant. Cllr Payne to visit Wonersh playground on Friday 15 January to ensure that all work identified in the October 2015 quotation has been satisfactorily completed.</p>

<p>Action: Cllr Kendall</p>	<p>Cllr Kendall to obtain quote from Playscene to replace the rubber matting surrounding the roundabout.</p>
<p>Action: Cllrs Kendall & Payne</p>	<p>Cllrs Kendal and Payne to prepare a combined list of works required for both Wonersh and Lordshill playgrounds. These works will be funded from the 2016/17 budget (together with any funds that may be secured from Waverley BC and/or grant funding).</p>
<p>Action: Clerk</p>	<p>Clerk to identify inspector to carry out next safety inspection for both playgrounds in November/December 2016. Council decided not to use same company again.</p>
<p>15/16 140</p> <p>Action: Chairman & Clerk</p>	<p>To Consider and approve the Council's budget and annual precept for 2016/17. The Chairman explained that it is proposed to transfer £5,000 from reserves to next year's budget in order to cover the cost of special projects. A 2% increase in the Precept for 2016/17 has already been agreed. Cllr Band expressed concern that it has historically been the policy of the Council to maintain a balanced budget and it would not be appropriate to continually draw on reserves. It was suggested that the Council should: a) investigate what funds are available in order to reduce the draw on Council reserves; and b) develop a strategy for allocating reserves and setting the Precept.</p> <p>The Council <i>RESOLVED</i> unanimously to approve the budget (proposed by Cllr Band) subject to the caveats that a) funds from external sources will be fully investigated; and b) a strategy for allocating reserves and setting the Precept will be developed for 2017/18.</p>
<p>15/16 141</p>	<p>To consider and approve the allocation of specific responsibilities to Councillors. It was agreed that the Shamley Green traffic calming work would need to look more widely at traffic calming in the village, and not limit its focus to traffic problems associated with Longacre School. The Councillor Responsibilities document will be reviewed at the next meeting, if problems arise in the meantime. The Council <i>RESOLVED</i> unanimously to approve the following: Cllr Payne's role as the lead on Wonersh Playground; and Cllr Weale's role as: a) Local Police Liaison; b) lead on Shamley Green Commons; and c) Newsletter Coordinator (proposed by Cllr Kendall).</p>
<p>15/16 142</p> <p>Action: Clerk</p>	<p>To consider and approve proposals for parish projects. The Council <i>RESOLVED</i> unanimously to approve the payment of up to £200.00 to clear grass from the pavement approaching Gerald's Wood (proposed by Cllr Kendall). The removal of grass from the pavement along Wonersh Common Road (item 142(b)) will be considered at the next meeting, and the Council will investigate clearing back the footpath across Wonersh Common.</p>
<p>15/16 143</p> <p>Action: Clerk</p>	<p>Wonersh Garden Allotments: to consider and approve the following: (a) The rental agreement between the Council and landowner for the allotments site for 2016/17; and (b) 2017/18 annual rental charges for garden allotment plots. The Council <i>RESOLVED</i> unanimously to approve these proposals (proposed by Cllrs Band and Payne).</p>
<p>15/16 144</p>	<p>To consider and approve contents of the Winter 2015/16 quarterly Council Newsletter.</p>

<p>Action: Cllrs Neve, Weale, Maggs, Payne and the Clerk</p>	<p>Cllr Weale to liaise with the Clerk on proposed content. Suggestions included: Chairman's comments; a feature for each village: e.g. Wonersh Playground update (Cllr Payne); progress on sale of Villagers Inn (Cllr Maggs); traffic calming in Blackheath (Cllr Maggs); Shamley Green – road signage de-cluttering (Cllr Weale); new Clerk; and Annual Parish Assembly.</p>
<p>15/16 145 Action: Cllr Maggs and Kendall</p>	<p>Annual Parish Assembly: 21 April 2016 (Blackheath Village Hall) – speaker</p> <p>Cllr Maggs to approach Steve Webster, senior WBC ranger in charge of Frensham Common. Cllr Kendall to approach Cllr Victoria Young at Surrey CC about a possible speaker on footpaths and bridleways.</p>
<p>15/16 146 Action: Clerk</p>	<p>To appoint the new Chairman of the Personnel Committee</p> <p>Clerk to check whether it is mandatory for the Chairman of the Council to also Chair the Personnel Committee. Discuss Chairmanship of Personnel Committee at next meeting.</p>
<p>15/16 147 Action: Clerk</p> <p>Action: Clerk</p>	<p>To consider and approve the erection of a post on the verge on Wonersh Common Road to protect common land from further erosion by vehicles.</p> <p>Two areas of verge have been damaged by drivers parking their vehicles on grass on the west side of the B2128, just north of the village centre.</p> <p>Clerk to write to Waverley BC to request that the Council repairs the damaged area of verge closest to the village centre.</p> <p>Clerk to write to Surrey CC to request that Council investigates flooding on the footpath on the west side of the B2128, just north of the other damaged area.</p>
<p>15/16 148 Action: Clerk</p>	<p>To consider and approve a temporary licence to store building materials on common land in front of The White House, The Common, Barnett Lane, Wonersh.</p> <p>The Council <i>RESOLVED</i> unanimously to approve this (proposed by Cllr Weale)..</p>
<p>15/16 149 Action: Cllr Neve</p> <p>Action: Cllr Weale</p> <p>Action: Cllr Crouch and</p>	<p>To receive reports by Members and the Clerk:</p> <p>The Council received the following reports:</p> <p>(a) Progress on sale and future use of Villagers Inn, Blackheath (Cllr Maggs): Cllr Maggs to maintain watching brief;</p> <p>(b) Traffic calming: residents' consultation in Wonersh (Cllr Neve): a number of possible options have been considered, in liaison with Surrey CC. Most likely option for The Street is double white lines. Cllr Neve to prepare a draft note for Members to consider. If agreed, the Council will consider attaching to the next Newsletter a brief consultation document for residents' consideration. Surrey CC has approved the works to 'The Triangle' at the end of Chinthurst Lane;</p> <p>(c) De-cluttering of roads: Cllr Weale reported on the de-cluttering meeting he attended on 13 January. Cllr Weale proposes to host the next one on 6 April in Shamley Green, or Wonersh. Cllr Weale will consider whether there is any superfluous signage in the Parish and report back to WPC at its meeting on 11 February, or 10 March;</p> <p>(d) Update on the revised Longacre School Travel Plan (Cllr Crouch): Cllr Crouch and the Clerk met with Longacre School on 22 December (a note of this has been circulated). WPC was consulted by Waverley BC, on 14 January 2016, about the updated Travel Plan. WBC require WPCs response by 28 January.</p>

<p>Assistant Clerk Action: Cllr Crouch</p> <p>Action: Clerk</p> <p>Action: Cllr Kendall</p> <p>Action: Cllrs Hardman, Kendall and Weale</p> <p>Action: Clerk</p> <p>Action: Cllr Maggs/ Clerk</p> <p>Action: Clerk</p>	<p>The agenda for the Planning Committee on 21 January will therefore be revised to allow discussion about this matter;</p> <p>(e) Request from Longacre School that WPC hosts 6-monthly public fora (Cllr Crouch): consider paper on this at next meeting;</p> <p>(f) Creation of webmail distribution list for WPC meeting agendas, as discussed with Longacre School (Cllr Crouch): consider paper on this at next meeting;</p> <p>(g) Parking in Shamley Green (Cllr Kendall): Cllr Band reported that the overall consensus amongst Shamley Green residents was that this proposal should be pursued. Secretary of State has approved the scheme, but funding from Waverley BC is required. Clerk to write to Waverley BC to request that necessary funding be put into the capital programme for 2016/17;</p> <p>(h) Local public footpaths and bridleways inspection group and course for Volunteer Path Wardens (Cllr Kendall): Cllr Kendall will attend the course;</p> <p>(i) Shamley Green Newcomers' Party (Clerk): A paper was circulated. WPC will accept the invitation. Cllrs Hardman, Kendall and Weale to collaborate on preparing display material and agree attendance;</p> <p>(j) Road re-surfacing from Chinthurst Lane to Wonersh (Cllr Neve): Clerk to write to Surrey CC to express disappointment that the road has not been resurfaced;</p> <p>(k) Review draft aircraft noise pollution letter to Anne Milton MP (Cllr Maggs): Cllr Maggs circulated a draft letter. Members agreed that this should be sent to Anne Milton MP;</p> <p>(l) Report on approved projects by SCC Highways Task Group: Cllr Powell-Evans referred to the report which has been circulated;</p> <p>(m) Report on WBC joint meeting with Town and Parish Councils: concern was expressed that Wonersh Parish Council is not on Waverley Borough Council's list of Parish Councils qualifying for Section 106 funds. Clerk to write to Waverley BC to ask for list of Section 106 money that could become available.</p> <p>(n) WBC consultation on conversion of the community room at Woodyers Close: this item will be discussed at next meeting.</p>
<p>15/16 150</p> <p>Action: Clerk</p> <p>Action: Cllr Maggs</p>	<p>Members' business and correspondence for noting or including on a future agenda.</p> <p>(a) Launch of Postcode Local Trust for 2016: review this in the future.</p> <p>(b) Proposed reduction of speed limit (40mph to 30mph) on B2128 Barnett Hill: proposal noted.</p> <p>(c) Triangle at end of Chinthurst Lane – installation of setts: Clerk to write to Cllr Victoria Young to seek funding for the installation of setts. Also seek funding for clearing the footpath along Wonersh Common Road and across the Common.</p> <p>(d) Other matters: Cllr Maggs has identified a contractor willing to carry out drainage works in Blackheath. Cllr Maggs will circulate a paper for discussion at the next meeting.</p> <p>The meeting closed at 10pm.</p>
<p>15/16 151</p>	<p>Dates of future meetings:</p> <p>Council: 11 February 2016</p> <p>Planning Committee: 21 January, 4 & 18 February 2016</p>

Signed:

11 February 2016