



MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

Held at **Wonersh Sports Pavilion** on **Thursday 10th March 2016** at **7.30pm**

PRESENT: Cllrs: P Neve, M Band, A Powell-Evans, C Crouch, M Hardman, H Kendall, P Maggs, G Payne and R Weale. In attendance, John Aldworth, Clerk to the Council

173 Apologies for absence

The council received apologies from Waverley Cllr M Goodridge

174 Declarations of interest

Cllr Powell-Evans declared a disclosable interest in agenda item 181(b)

175 Open meeting for members of the public to raise matters with the Council

176 Consider and approve the Minutes of the Council meeting held on 11th February 2016

The Council RESOLVED unanimously to approve these (proposed by Cllr Band). Cllr Neve duly signed the minutes as a true record.

177 Receive the approved minutes of the Planning Committee meetings held on 4th and 18th February 2016

The council noted receipt

178 Neighbourhood police: Update

Cllr R Weale updated Members on recent crimes involving theft of heating oil, vehicle damage and fraud. **Cllr Weale** is to consider how best to inform residents of criminal activity, possibly via the Council's quarterly newsletter.

179 Progress report updates, reports by Members and the Clerk

- a) Pavement clearing at western end of The Street completed
- b) Verge on Wonersh Common Road repaired and two posts fitted to prevent further damage by vehicles
- c) **Clerk** awaiting further quote for clearing pavements along both sides of Wonersh Common Road and path across Wonersh Common. Clerk to write to Surrey CC to request repairs to pavement on west side of Wonersh Common Road.
- d) **Cllr R Weale** to attend road side de-cluttering meeting at Arbutnot Hall on 6 April. A report on possible de-cluttering measures in the Parish will be circulated to Members shortly.
- e) **Cllr Payne** is waiting to hear from the manufacturer as to whether certain items of play equipment will be repaired under guarantee. Cllr Payne will investigate whether there is funding available from the Playground Committee to replace the picnic tables in Wonersh Playground, and whether volunteers might be recruited to clean some of the play equipment.
- f) **Cllr Kendall** is awaiting two quotes for repairs to the surface around the roundabout at Lordshill Playground. Some low risk faults were identified in other equipment, in the December 2015 safety report. Where these items are still under guarantee, the manufacturer has agreed to rectify them.
- g) **Cllr Crouch** reported that the Joint Councils have now received the transport assessment for proposed development at Dunsfold. Report identifies the same issue as previously; e.g. development at this location would be unsustainable on transport grounds. The report will be discussed in more depth at the next Planning Committee on 17 March '16. WPC to

consider, at next Council Meeting , and in the light of recommendations from the Planning Committee, whether to hold a public meeting to discuss proposed development at Dunsfold.

- h) Villagers Public House: Cllr Maggs updated Members on the various options being considered by the Blackheath Village Society. Given that any planning application will, in due course, come before the Planning Committee, **Cllr Maggs** and **Cllr Crouch** to consider whether it would be appropriate to offer pre-application advice to the Village Society. The Society will also need to consider how any proposal for redevelopment would square with the Asset of Community Value designation.

180 Finance approvals

- a) The list of receipts and payments vouchers for January 2016: the Council RESOLVED unanimously to approve these (proposed by Cllr Kendall).
- b) The end of January 2016 financial statement: the Council RESOLVED unanimously to approve this (proposed by Cllr Crouch).
- c) Draft revised financial regulations to allow Clerk to authorise payments up to £250 if within approved budget: the Council RESOLVED unanimously to approve this (proposed by Cllr Weale).
- d) Debit card for Council expenditure for payment of online items: the Council RESOLVED unanimously to approve this (proposed by Cllr Weale).
- e) Updating bank account status to allow access to bank statements online with aim of reporting previous month's accounts at following council meeting: the Council RESOLVED unanimously to approve this (proposed by Cllr Hardman).
- f) Extension of the Assistant Clerk's contract for a further three months to 30 June 2016 – up to £900: the Council RESOLVED unanimously to approve this (proposed by Cllr Crouch).
- g) The appointment of Auditing Solutions Ltd to conduct the Council's internal 2015/16 audit during 2016/17 – up to £250: the Council RESOLVED unanimously to approve this (proposed by Cllr Band).
- h) The external audit arrangements proposed by the Smaller Authorities' Audit Appointments Ltd: the Council RESOLVED unanimously to approve the Clerk's recommendation not to opt out (proposed by Cllr Weale).
- i) 2016/17 Newsletter printing and distribution costs - £1,024 (printing), £240 (Shamley Green distribution for year to March 2017), £800 (Wonersh distribution): the Council RESOLVED unanimously to approve this expenditure (proposed by Cllr Kendall). Clerk to investigate possibility of arranging for Newsletter to be distributed with the Wonersh with Blackheath Parish Church Magazine.
- j) Annual subscription to the Local Council Review magazine for 2016/17 - £51: the Council RESOLVED unanimously to approve this (proposed by Cllr Weale).
- k) Purchase of "No Dogs" signs and fitting to posts at Wonersh Playground (2) and Shamley Green Playground (2) - £275: the Council RESOLVED unanimously to approve this expenditure (proposed by Cllr Payne)

181 Finance notifications

- a) Cllr Neve explained that the Newsletter expenditure had already been approved.
- b) The work on the playgrounds in 2015 had also been approved previously but the contractor did not submit the invoice until February 2016 (for £744.00). Given the delay in seeking payment, Cllr Kendall has checked that the work was carried out satisfactorily. It is proposed that the system of accounting will be amended so that outstanding commitments, such as this, are clearly identified.

182 Annual Assembly: Agenda, promotion and organisation details

- a) Cllr Maggs confirmed that James Caldwell and Steve Webster (Waverley Rangers) have both agreed to speak at the Assembly for about 15 minutes on heathland management. Cllr Victoria Young will speak for 7-10 minutes about the Footpaths and Bridleways Volunteer Warden Scheme.
- b) **Cllr Weale** will liaise with the Police to establish what issues should be covered in his presentation; possibly a broad overview of the new policing system.
- c) Cllr Powell-Evans has prepared the text for the publicity, which will appear in the next editions of the parish magazines.
- d) **Clerk** to prepare notices for the notice boards in the three villages, based on the parish magazine text.
- e) **Clerk** to order refreshments. Councillors to make/provide savouries.
- f) **Cllr Neve** and **Cllr Powell-Evans** to collaborate on preparing the Chairman's Report for the Annual Assembly.
- g) **Cllr Maggs** to organise sign outside Village Hall one week before event.
- h) **Cllrs** and **Clerk** to arrive by 6.45pm on 21 April to assist with setting up event.
- i) **Cllr Weale** to provide photos for the display boards, to illustrate WPCs more recent achievements.
- j) Clerk to provide copies of agenda, Chairman's Report and Gerald's Wood Report.

183 Gerald's Wood: Consider and approve the 2015/2016 annual report

Cllr Neve reported that this is a successful project overall, with a new footpath currently being created in the lower section of the wood. It is expected that this will be opened in summer 2016. (Approved unanimously).

184 Wonersh Traffic Calming Committee: Consider and approve extension of remit to include parking and village centre improvements

Cllr Neve explained that the Committee wish to broaden the remit of this group to cover more general village improvements; e.g. improve the attractiveness of the Pepperpot area and identify parking provision elsewhere. The Committee will consider renaming itself to reflect its broader objectives. (Approved unanimously).

185 Responsibilities list: Consider and approve the updated list

Updated responsibilities list (Approved unanimously). Cllrs Kendall and Weale will join the Commons Working Party led by Cllr Powell- Evans.

186 Litter picking: "Clean for the Queen" and litter picking in the Parish - Cllr Powell-Evans

Whilst litter picking in Wonersh is well established, with good support from the community, this is less so in Shamley Green. Cllrs agreed that there is a need for WPC to stimulate interest in this from the community and seek, in particular, to get children involved. **Cllr Band** will approach the Shamley Green Village Association to see if a wider co-ordinated litter picking group could be established in Shamley Green.

Cllr Weale to pick up this issue in the next Newsletter.

187 Correspondence received:

- a) The Clerk reported that a local resident has expressed concern about increased parking on the pavement in Barnett Lane, particularly by those accompanying children to the playground. This is hazardous for pedestrians, particularly older people with walking frames, who have been forced to walk in the road. The complainant suggested that some common land should be given up, in this area, to allow for the development of a small car park.
- b) Cllr Neve reported that a formal complaint has been received about the way in which the Council has handled a request to take on an allotment plot. This is currently under consideration.

- c) **Clerk** to write to all allotment tenants to clarify that informal transfers of tenancy will not be permitted, as there remains a lengthy waiting list for plots and the Council must be seen to be fair in allocating plots according to that list, on a first come first served basis.
- d) Cllr Powell-Evans reported that complaints have been made about the damage caused to the common near Barnett Lane, during recent works to the playground.
- e) The Council agreed that the **Clerk** should obtain a quote for clearing the path across the common of overgrown grass and some of the waste could be used to repair the damaged common.
- f) Cllr Kendall reported that the Downslink crossing for horses/riders on the B2128 near Great Tangley is considered dangerous, due to inadequate signposting. **Cllr Kendall** to consider raising this with the British Horse Society, which is running a safety campaign, and report back to the next Council Meeting on this issue.
- g) Cllr Band reported that the complaints to WPC and WBC about builders' waste and damaged verges in Hullmead are being resolved. WBC is dealing with the builders' waste and the damaged grass will be re-turfed. The Longacre School Travel Plan will address the parking problems that it is alleged have caused damage to the verges in Hullmead.

188 Matters for future discussion

- a) Cllr Band reported that the development of four affordable homes in Barnett Lane (Ladymead) are now ready for occupation.
- b) Work will commence next month on the redevelopment of the Nursery Hill garage site, to provide five affordable homes.
- c) Cllr Payne requested that the Council should start work on preparing a database of email addresses to aid communications with parishioners, but the **Clerk** needs to first establish what are the data protection rules on this. Cllr Weale has contacts with expertise in this area.

189 Dates of future meetings and finalise date for May meeting

Next meeting: 14 April 2016.

Cllr Band and Cllr Weale sent their apologies as regards the April meeting.

Cllr Neve confirmed that the Annual Meeting will be held on 12 May, chaired by Cllr Maggs, in Cllr Neve's absence.

There being no further business, Cllr Neve closed the meeting at 9.10 pm

Signed:

14 April 2016