



MINUTES OF A MEETING OF WONERSH PARISH COUNCIL

held on Thursday 10 March 2011, at 7.30pm at Wonersh Sports Pavilion

PRESENT

Cllr M Band, Cllr R Bawden, Cllr M Harding, Cllr L Healy, Cllr C Howard (present for items 11/040 – 11/053), Cllr N Morris, Cllr A Powell-Evans (in the chair), Cllr A Shareef; and

four other local electors (present for items 11/038 – 11/040).

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

11/038 Apologies for absence.

The Council received and accepted apologies for absence from Cllr G Grant, Borough Cllr M Goodridge and Mr R Holmes. The Council offered its congratulations and best wishes to Mr and Mrs Holmes on the safe arrival of their baby daughter.

11/039 Wonersh Parish Code of Conduct – Disclosure of Interests.

Cllrs Healy and Howard declared personal interests in respect of items 11/044(f) & 11/044(h) as officers/trustees of the Wonersh and Shamley Green Voluntary Playground Committee (WSGVPC).

11/040 Open meeting for electors to raise matters with the Council on local issues.

Mrs P Elms, WSGVPC, raised three issues relevant to the forthcoming Royal Wedding Fete on 29 April 2011:

- (a) a request to borrow a union flag from the Council;
- (b) the support of the Council for a commemorative coin or mug to be given to all children living in the parish and for any statistics about resident children which the Council might hold; and
- (c) the support of the Council in advertising the fete.

On (a) the Council confirmed that it did not own any flags.

On (b) the Council expressed its willingness to consider a substantive proposal by WSGVPC at its next meeting. The Council also confirmed that it did not hold any statistics on children living in the parish except for the out-of-date 2001 census data and suggested the WSGVPC might approach the W&SG Infant School or the Wonersh Surgery for more accurate figures.

Action:

On (c) the Council readily agreed to advertise the fete on its notice boards.

Clerk to include the issue of the Council's support for offering children in the parish a commemorative coin or mug on the agenda of the Council meeting in April 2011.

11/041 To approve the minutes of the Council meeting held on 10 February 2011.

The Council accepted that these were a true record of the meeting.
Cllr Powell-Evans signed the minutes.

11/042 Matters arising.

Members expressed their thanks to Cllrs Harding and Morris for collating and submitting the Council's response to the Waverley Borough Council (WBC) consultation on the Local Development Framework and to Cllr Healy for collating the Council's response to the Surrey County Council (SCC) consultation on the provision of fire and rescue services.

11/043 To receive the approved minutes of Planning Committee meetings held on 3 and 17 February 2011.

The Council received the confirmed minutes that had been signed by Cllr Harding. Cllr Harding highlighted the decision of the Committee to exercise its right to public speaking at the next meeting of the WBC Area Planning Committee (Eastern) in respect of the applications WA/2011/0056 & 0057 for Great Tangle Manor Farm barn conversions and the Clerk's recent introductory meeting with the Womersley Surgery Practice Manager.

11/044 Finance - to consider and approve the following:

(a) the current list of Receipt and Payment vouchers

The Council RESOLVED unanimously that the list of Payment and Receipt vouchers in February 2011 be approved (proposed by Cllr Bawden, seconded by Cllr Healy);

(b) the end-February 2011 financial statement

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

(c) to carry forward to the Council's 2011/12 budget any unspent balance allocated for Parish projects (tree planting) in the 2010/11 budget

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

- (d) **to carry forward to the Council's 2011/12 budget the sum of £500, being the unspent balance allocated for Parish projects (seats/benches) in the 2010/11 budget**

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

- (e) **to carry forward to the Council's 2011/12 budget the sum of £500, being the unspent balance allocated for Parish projects (elections) in the 2010/11 budget**

The Council RESOLVED unanimously that this be approved (proposed by Cllr Harding, seconded by Cllr Howard);

- (f) **to carry forward to the Council's 2011/12 budget any unspent balance allocated for Parish projects (playground equipment) in the 2010/11 budget**

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

- (g) **to assign the sum of £434 allocated for Gratuities (Pension Fund) in the 2010/11 budget to the Gratuities Reserve Fund**

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

- (h) **to assign up to £3,000 from the Council's unallocated reserves to meet the costs of the installation of new play equipment at Wonersh Common playground**

The Chairman informed the Council that the Clerk had received three competitive quotations for the proposed works and that he recommended the least expensive one for £8010 (ex VAT) be accepted. The Council acknowledged the proposed contribution from the WSGVPC of £1,900 and gratefully accepted the further contributions of SCC (£1,000) WBC (£1,500) and another private donor (£984) towards the project. In the absence of provision in its 2010/11 budget (item 11/029 at the February 2011 meeting refers) the Council agreed to make up the shortfall in funding from its unallocated reserves.

The Council RESOLVED unanimously that this be approved (proposed by Cllr Bawden, seconded by Cllr Harding).

11/045 Consideration of the future of Wonersh Allotments in the light of recent correspondence from the owner, Dr S Hichens.

The Council reaffirmed its long-standing commitment to support the use of suitable land for affordable housing within the parish. However, it also acknowledged that it had a statutory duty to provide allotments where there was a local demand and noted that the present allotments were very popular, with a growing waiting list. The Council agreed in principle that one important condition for supporting house-building on the site of the present allotments would be that a developer could provide suitable alternative land for the latter. This did not of course preclude the Council from taking into account other essential factors such as the impact on the environment, local infrastructure

and the views of local residents in due course before reaching a considered view about any site for a proposed affordable housing development. The Council welcomed the forthcoming meeting of Dr Hichens with the Chairman and the Clerk and looked forward to learning more about Dr Hichens ideas.

Action: Chairman to report to the Council the outcome of the meeting with Dr Hichens.

11/046 To consider and approve the proposed rental agreement between the Council and Dr Hichens for the Wonersh Allotment Gardens for 2011/12, including the payment of £350 in annual rent by the Council to Dr Hichens.

The Council accepted the request of Dr Hichens for an annual (rather than three-year) rental contract for the Wonersh Allotment site from 1 April 2011 to 31 March 2012 at a rent of £350.

The Council RESOLVED unanimously that this be approved (proposed by Cllr Band, seconded by Cllr Healy).

Action: Clerk to agree the renewed contract with Dr Hichens under these terms.

11/047 To consider the arrangements for the Parish Annual Assembly on 17 March 2011 and to approve the payment of up to £120 for refreshments after the meeting.

Members discussed and approved final preparations for the Annual Assembly.

The Council RESOLVED unanimously that this be approved (proposed by Cllr Bawden, seconded by Cllr Shareef).

11/048 To consider and approve the application for an easement across Wonersh Common for the present access to the highway by the property owners of "Meads", Wonersh Common Road, Wonersh, GU5 0PJ and also to consider and approve the fee of £600 to be charged by the Council for granting the approved easement to the property owners.

The Council RESOLVED unanimously that this be approved (proposed by Cllr Bawden, seconded by Cllr Howard).

11/049 To discuss the Council's draft Personnel Policy Handbook.

Members thanked the Cllr Powell Evans and other members of the Personnel Working Party for preparing the draft version of the handbook. They agreed that it should be discussed further by the Personnel Committee at the earliest opportunity after consulting SCAPTC to ensure that the NALC model guidance and contract was up-to-date. Members made a number of recommendations for minor changes to the present text.

Action: Clerk to consult SCAPTC about the status of the present NALC model guidance/contract ahead of the Personnel Committee meeting formally to consider the finalised version of the handbook.

11/050 Reports by Members and the Clerk.

The Council received the following reports:

- (a) Shamley Green Traffic Calming (update)
- (b) Wonersh Traffic Calming (update)
- (c) Tree-planting on Commons (update)
- (d) Bramley Library (update)

11/051 Correspondence.

The Council noted:

- (a) an appeal from Tillingbourne School for a financial donation towards a new car-parking project, but agreed that this was not a priority for a grant;
- (b) the invitation to attend the AGM of the Arbuthnot Hall on 18 April 2011;
- (c) the invitation to attend the Surrey Communities in Control conference on 30 March 2011;
- (d) the invitation to attend the Surrey Assembly Day on 22 March 2011;
- (e) two requests by television production companies to publicise their search for potential parish-level interviewees and stories, but agreed it would not be appropriate for the Council to do so;
- (f) the invitation to attend the next meeting of the SCC Local Committee (Waverley) on 18 March 2011;
- (g) the next meeting of the local *Clerks' Cluster* on 11 March 2011.

11/052 Councillors' business for noting or including on a future agenda.

- (a) Cllr Howard informed Members of the Surrey Hills Society *Albury Pilgrims' Way* event due to be held on 14 April 2011;
- (b) Cllr Bawden requested that the next meeting consider dates for litter-picks in Shamley Green and Wonersh.

Action: Clerk to include on the agenda of the Council meeting in April 2011;

- (c) Members requested that the Clerk urgently source and purchase inexpensive display panels from the 2010/11 budget (office equipment) for the use of the Council at future events around the parish.

Action: Clerk to purchase display panels and include on the agenda of the Council meeting in April 2011 under Finance.

11/053 Dates of future meetings:

Council: 14 April, 12 May 2011.
Planning Committee: 17 and 31 March 2011.
Parish Annual Assembly: 17 March 2011.

There being no further business the Chairman closed the meeting at 9.20pm.