



**MINUTES OF A MEETING OF WONERSH PARISH COUNCIL**

**Held on Thursday 13 May 2010, 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 L Chalcraft

In attendance: Mr K Garvey, Clerk to the Council  
Mr R Holmes and Mrs M Tatlow, Accounts

**10/078 APOLOGIES**

The Council received and accepted apologies from Cllr M Band.

**10/079 CODE OF CONDUCT**

Cllr Bawden declared a prejudicial interest in item 10/091(c); Cllr Morris declared a prejudicial interest in item 10/091(f); Cllr Powell-Evans declared a prejudicial interest in item 10/093.

**10/080 ELECTION OF CHAIRMAN OF THE PARISH COUNCIL**

Cllr Morris was unanimously elected, having been proposed by Cllr Powell-Evans and seconded by Cllr Harding.

**10/081 ELECTION OF VICE-CHAIRMEN OF THE PARISH COUNCIL**

Cllrs Harding and Powell-Evans were unanimously elected, having been proposed by Cllr Bawden and seconded by Cllr Shareef.

**10/082 OPEN MEETING FOR ELECTORS TO RAISE MATTERS WITH THE COUNCIL ON LOCAL ISSUES**

Mr Chalcraft, a resident of Lawnsmead, Wonersh, raised the issue of the disrepair of the way-leave across Wonersh Common from the public highway to Lawnsmead. Cllr Morris explained that the upkeep of the first short stretch of tarmacked road was the responsibility of Surrey County Council (SCC) but from the point where it forked towards

Lawnsmead dwellings this was the responsibility of Lawnsmead residents. He noted that the upkeep of the other fork of the way-leave towards Lawnsmead Hall was the responsibility of the Wonersh Parochial Church Council. Cllr Morris invited Lawnsmead residents to prepare a proposal for the repair of potholes, using permitted materials, to which the Parish Council would consider making a contribution.

**Action:** The Council to await a proposal of works from Lawnsmead residents.

### **10/083 ADOPTION OF MINUTES OF THE COUNCIL MEETING HELD ON 8 APRIL 2010**

With an amendment to read Wonersh **Park** Residents' Association under matters arising (10/065, item 10/042) the Council accepted these were true records of the meeting. Cllr Morris signed the minutes.

### **10/084 MATTERS ARISING:**

**08/174 Bye-laws** – The Council discussed the theft of the new bye-law signs on Wonersh Common. Councillors agreed on the importance of having signage to ensure the lawful enjoyment of the Common by all and to discourage damaging behaviour, eg cycling across the grass. The Council accepted that any new signs could not easily be protected from criminal damage or theft once again.

**The Council RESOLVED** unanimously to ask the Clerk to bring forward a proposal for branding the posts themselves with a notice along the lines of "Wonersh Common - local bye-laws apply" and to seek to display a notice of the byelaws more securely, eg at the Sports Pavilion (proposed by Cllr Harding and seconded by Cllr Powell-Evans).

**Action:** The Clerk to report the theft of the signs to the police and to submit a paper about costings/quotations for new works.

**09/171 Briefing for potential councillors** – The Council asked the *New Councillor Working Party* to expedite the preparation of revised information sheets for prospective councillors. Councillors confirmed that they would consider the new material to be circulated to all under a silence procedure by Friday 21 May.

**Action:** Councillor Shareef to circulate draft material. Councillors to suggest amendments and agree final text under silence procedure. Clerk to advertise the vacancy and distribute the agreed new material to prospective candidates.

**09/172 Commons Survey** – Cllr Bawden confirmed he had received all the material, including photographic images and had passed it to Sarah Henderson for final consultation.

**Action:** Cllr Bawden to present the document to the Council at its June meeting for approval before submitting it to Waverley Borough Council.

**09/169(g) Pipework on Wonersh Common sports field** – Cllr Morris confirmed that the survey and pipe clearance had been carried out by *Waterflow Group plc*.

**Action:** Clerk to receive the survey and present it to the Council at the first available opportunity.

**09/188 Shamley Green pond opposite the Bricklayers Arms** – Cllr Shareef briefed the Council about progress on the works. He explained that completion of the works had been slightly delayed because of the unexpected flow of water into the pond from the feeding spring. The contractor, Mr Simon James, had had to employ a more powerful pump to drain the pond in order to complete dredging but this had now been done.

**Action:** Clerk to receive the final invoice from Mr James and to pay it in accordance with satisfactory completion of the scheduled works, as approved by the Council in December 2009.

**10/042 Removal of dead oak tree adjacent to Wonersh park** – Cllr Harding briefed the Council about the satisfactory completion of the removal of the dead oak at the entrance to Wonersh Park. He had also spoken to Julian Draper about new replanting on Shamley Green. The Clerk said he had also sought advice about potential new works on Wonersh Common in response to a request from a Lawnsmead resident.

**Action:** Clerk to receive written reports and options from Julian Draper to update the Council at its next meeting.

**10/044 Playgrounds at Lords Hill and Wonersh Common** – The Clerk advised the Council that he had contacted representatives of two major playground equipment suppliers to make on-site visits on 24 and 26 May to consider options for urgent repairs to the Lordshill playground and to the longer-term refurbishment at Wonersh Common. Cllr Healy briefed the Council about her recent meeting with the group of Wonersh parents whose children used the latter playground and who were interested in leading a fund-raising effort to improve the facilities.

**Action:** Clerk and Cllr Healy to participate in the on-site visits and to update the Council at its next meeting.

**10/046(b) Allotments** – The Clerk informed the Council that all allotment holders who wanted to renew their leases had paid the required rent for 2010/11. Two part allotments had become available and the Clerk was consulting individuals on the waiting list to see if they wanted to take on the released plots. The Clerk also briefed the Council about his forthcoming meeting with allotment holders on 17 May and confirmed that Mr Simon James was due to begin works on providing an additional water stand-pipe.

**Action:** Clerk to update the Council on developments at its next meeting.

## **10/085 MINUTES OF THE PARISH ANNUAL ASSEMBLY**

The Council received the minutes of the Annual Assembly held at Blackheath Village Hall on Thursday 22 April 2010. Cllr Morris signed the minutes.

**10/086 MINUTES FROM PLANNING COMMITTEE MEETINGS HELD ON 1 AND 15 APRIL 2010**

The Council received the confirmed minutes that had been signed by Cllr Harding.

**10/087 APPOINTMENT OF THE MEMBERS OF THE PARISH COUNCIL PLANNING COMMITTEE**

*The Council RESOLVED* unanimously to appoint a Planning Committee of the whole Council (proposed by Cllr Powell-Evans, seconded by Cllr Harding)

**10/088 APPOINTMENT OF MEMBERS OF THE PARISH COUNCIL RISK ASSESSMENT AND AUDIT SUB-COMMITTEE**

*The Council RESOLVED* unanimously to appoint Cllrs Bawden, Healy and Howard to this sub-committee (proposed by Cllr Powell-Evans, seconded by Cllr Harding)

**10/089 APPOINTMENT OF MEMBERS OF PARISH COUNCIL WORKING PARTIES**

*The Council RESOLVED* unanimously to make the following appointments (proposed by Cllr Powell-Evans, seconded by Cllr Harding):

Finance and Budget – Cllrs band, Bawden and Healy (Clerk in attendance)  
Council Quality Status – Cllrs Morris, Powell-Evans and Shareef (Clerk in attendance)  
Carbon-neutral – Cllrs Bawden, Powell-Evans and Howard  
Emergency Planning – Cllrs Morris, Harding and Healy (Clerk in attendance)  
Section 9 Land – Cllrs Harding, Howard and Shareef  
New Councillors – Cllrs Healy, Howard and Shareef

**10/090 APPOINTMENT OF REPRESENTATIVES OF THE PARSIH COUNCIL ON OTHER BODIES AND ORGANIZATIONS**

*The Council RESOLVED* unanimously to appoint as follows (proposed by Cllr Harding, seconded by Cllr Healy):

Young people portfolio lead – Cllr Powell-Evans

Citizens Advice Bureau (CAB) – Cllr Harding  
Surrey County Association of Parish and Town Councils (SCAPTC) – Cllr Howard and the Clerk  
Surrey Heathland Project – Cllr Morris  
Star Energy – Cllr Morris  
Waverley Borough Council: Town and Parish Liaison Committee – Cllrs Harding, Howard and Powell-Evans, and the Clerk  
Blackheath Village Society – Cllr Morris  
Blackheath Traffic Calming – Cllrs Morris, Bawden and Shareef  
Wonersh Traffic Calming – Cllrs Morris, Healy and Powell-Evans

## 10/091 FINANCE:

- (a) **The Council RESOLVED** unanimously that the April 2010 list of Payment vouchers be approved; requested that the list of Receipt vouchers be presented in June; and received the budget statement to end-April 2010 (proposed by Cllr Bawden, seconded by Cllr Powell-Evans);
- (b) **The Council RESOLVED** unanimously to approve the renewal of the Council's insurance policy with AON Limited up to the sum of £1,300 (proposed by Cllr Harding, seconded by Cllr Howard);
- (c) **The Council RESOLVED** to approve the annual payment to Wonersh Sports Club for the use of the Parish Office at Wonersh Sports Pavilion of £1,000 (proposed by Cllr Powell-Evans, seconded by Cllr Healy), Cllr Bawden did not vote;
- (d) **The Council RESOLVED** unanimously to approve the annual payment to Wonersh and Shamley Green Parochial Church Councils for regular Council notices in the Parish magazines of £90 (proposed by Cllr Bawden, seconded by Cllr Healy);
- (e) **The Council RESOLVED** unanimously to approve the payment to Shamley Green Parochial Church Council for distributing the Council's quarterly newsletter to Shamley Green households of £150 (proposed by Cllr Shareef, seconded by Cllr Powell-Evans);
- (f) **The Council RESOLVED** to approve the payment to *Enticknaps* for construction of the Blackheath Village Well up to £10,465.73 (proposed by Cllr Healy, seconded by Cllr Harding), Cllr Morris did not vote;
- (g) **The Council RESOLVED** unanimously to approve the payment to Letterbox Distribution for distributing the April 2010 Council newsletter to Wonersh households of up to £100 (proposed by Cllr Powell-Evans, seconded by Cllr Healy);
- (h) **The Council RESOLVED** unanimously to approve the payment to *Benchmark DC* for traffic data along the B2128 in Wonersh of £475 (proposed by Cllr Morris, seconded by Cllr Healy);
- (i) **The Council RESOLVED** unanimously to approve the annual grant to Surrey Heathland Project of £865 (proposed by Cllr Harding, seconded by Cllr Bawden);
- (j) item withdrawn by the Clerk;
- (k) **The Council RESOLVED** unanimously to approve a capital support grant to *Hoppa Bus* of £500 (proposed by Cllr Harding, seconded by Cllr Bawden).

## 10/092 APPOINTMENT OF THE COUNCIL'S INTERNAL AUDITORS

**The Council RESOLVED** unanimously to appoint *Auditing Solutions* for the following year (proposed by Cllr Morris, seconded by Cllr Shareef).

## 10/093 COMPLETION OF PARTS 1 AND 2 OF THE AUDIT ANNUAL RETURN

**The Council RESOLVED** to make relevant declarations in order for Cllr Morris and the Clerk to sign parts 1 and 2 of the annual Return (proposed by Cllr Bawden, seconded by Cllr Shareef), Cllr Powell-Evans did not vote.

## 10/094 TRAFFIC ISSUES

Cllr Harding briefed the Council about a recent traffic accident at the Norley crossroads in Shamley Green, potholes and missing 30 mph roundels. He also commended village residents who had helped with verge restoration around Shamley Green on 17 April.

**Action:** Clerk to contact Surrey County Council (SCC) Highways on issues of concern and to revert at the next meeting.

#### **10/095 REPORTS OF COUNCILLORS**

The Council received the following reports:

SCAPTC general meeting – Cllr Howard.

Surrey Hills Society walk around Shamley Green – Cllr Howard

#### **10/096 CORRESPONDENCE**

The Clerk briefed the Council about the discovery of another plot of potential Section 9 land on Wonersh Common.

**Action:** Clerk to follow-up with *Hedleys Solicitors* and Waverley Borough Council

#### **10/097 COUNCILLORS' BUSINESS FOR NOTING OR INCLUDING ON A FUTURE AGENDA**

Councillor Powell-Evans raised the need for a quotation for grass-cutting in 2010 and 2011 that is the responsibility of the Parish Council from Mr Clive Greenland.

**Action:** Clerk to seek quotation for inclusion on the June meeting agenda.

#### **10/098 DATES OF FUTURE MEETINGS:**

Planning Committee	27 May, 10 June.
Full Council	10 June, 8 July.

There being no further business, the Chairman closed the meeting at 10.45 pm.