

# Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

*www.wonershparish.org*



## MINUTES OF A MEETING OF WONERSH PARISH COUNCIL

held on Thursday 11 November 2010, at 7.30pm at Wonersh Sports Pavilion

### PRESENT

Cllr A Powell-Evans (in the chair)  
Cllr M Band  
Cllr R Bawden  
Cllr G Grant  
Cllr M Harding  
Cllr L Healy  
Cllr Howard  
Cllr N Morris

A Wonersh resident

In attendance: Mr K Garvey, Clerk to the Council

### 10/182 APOLOGIES

The Council received and accepted apologies from Cllr A Shareef. Borough Cllr M Goodridge and County Cllr A Povey also sent their apologies.

### 10/183 CODE OF CONDUCT

No Members declared any personal or prejudicial interests.

### 10/184 OPEN MEETING FOR ELECTORS TO RAISE MATTERS WITH THE COUNCIL ON LOCAL ISSUES

No issues were raised.

### 10/185 ADOPTION OF MINUTES OF THE COUNCIL MEETING HELD ON 14 OCTOBER 2010

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

### 10/186 MATTERS ARISING:

Members noted the latest updates and commented on a number of issues.

**Action:** Clerk to revise the matters arising document ahead of the next meeting of the Council

**10/187 MINUTES OF PLANNING COMMITTEE MEETINGS HELD ON  
30 SEPTEMBER, 14 AND 28 OCTOBER 2010**

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

**10/188 FINANCE:**

(a) **The Council RESOLVED** unanimously that the October 2010 list of Payment and Receipt vouchers be approved (proposed by Cllr Band, seconded by Cllr Morris);

(b) **The Council RESOLVED** unanimously that the end-October 2010 financial statement be approved (proposed by Cllr Healy, seconded by Cllr Harding).

**10/189 CONSIDERATION OF THE COUNCIL'S DRAFT BUDGET AND  
PRIORITIES FOR PROJECTS IN THE FINANCIAL YEAR 2011/12**

The Council considered draft proposals for income and expenditure for 2011/12 presented by the Clerk. In the present economic climate Members confirmed that the Council should not seek to raise more from local Council Taxpayers through the precept in 2011/12 than in 2010/11. Having examined ongoing financial commitments the Council agreed that it should reduce the sum available for discretionary grants to other organisations to £1,000 so that the sum of £1,280 would be available for Parish projects in the coming year. Members agreed in principle that enhancement works on the Commons and drainage issues on Wonersh Common in particular should be priorities for 2011/12. The Council also recognised that it should look critically at its accumulated reserves to see if they could contribute to projects next year for which local residents' groups were actively fundraising, such as new playground equipment.

**Action:** Council to consider and approve formally the 2011/12 budget and precept at its meeting on 13 January 2011.

**10/190 CONSIDERATION OF AN EXPRESSION OF INTEREST IN MAKING LAND  
ON THE OUTSKIRTS OF THE WONERSH SETTLEMENT AVAILABLE  
FOR AFFORDABLE HOUSING OR OTHER COMMUNITY USE**

The Council discussed an enquiry from Dr S Hichens, the owner of land in the Greenbelt on the outskirts of Wonersh Village and adjacent to Chinthurst Hill, about using it for affordable housing or some other community use. Members noted that the Council had a duty to participate in consideration of any proposals if presented at formal pre-planning and planning application stages, taking account of the views of residents, other parties interested in the present use of the land, and the environmental impact. However, the Council agreed that it was not in a position to indicate a view about the present, undefined expression of interest.

**Action:** Clerk to write to Dr Hichens explaining that the Council cannot take a view on an undefined proposal but would be glad to learn of the intentions of Dr Hichens about future ownership and development of the land in question.

**10/191      CONSIDERATION OF THE COUNCIL'S RESPONSE TO THE POSITION OF BARNETT HILL CONFERENCE CENTRE IN RESPECT OF REPRESENTATION OF THE LOCAL COMMUNITY ON THE BARNETT HILL TRAFFIC MANAGEMENT CONSULTATION COMMITTEE (BHTMCC)**

The Council considered the letter from Mr Tim Hall, General Manager of Barnett Hill, on behalf of the Sundial Group of 1 September 2010. Members regretted that Sundial Group were unwilling to agree to greater participation at the BHTMCC by members of the local community in Wonersh most directly affected by the Centre's activities. Members agreed that it would therefore be important for the Council to consult residents at the Wonersh end of Blackheath Lane well in advance of the next meeting of the BHTMCC so that their views can be properly represented.

**Action:** Clerk to write to Mr Hall to seek confirmation of the date of the next meeting of the BHTMCC and to request that any papers be distributed at least two months in advance so as to allow Cllr Bawden, as the Council's representative on the BHTMCC, to consult affected Wonersh residents.

**10/192      REVIEW OF THE AUTUMN LITTER PICKS IN SHAMLEY GREEN AND WONERSH**

The Council noted that the Shamley Green litter-pick had attracted participation by ten local residents, including member of the SG Village Association, and was judged a success. The Wonersh event had attracted fewer volunteers and Members had been in the majority. However, despite the lack of many participants it had provided an opportunity, while litter-picking on Wonersh Common to find recent evidence of flytipping, which the Clerk was asked to address. The Council agreed that the litter-picks remained worthwhile and should be continued in 2011.

**Action:** Clerk to write to the owner of a property adjacent to Wonersh Common to request the removal of garden waste that has been dumped on the commons.

**10/193      CONSIDERATION AND APPROVAL OF THE COUNCIL'S EMERGENCY PLANS**

At the request of the Clerk this item was withdrawn.

**Action:** Council to consider this issue as an agenda item at its next meeting.

**10/194      CONSIDERATION AND APPROVAL OF THE RECOMMENDATIONS OF THE WORKING PARTY ON THE COMMONS ENHANCEMENT AND MANAGEMENT PLAN**

The Council considered and agreed in principle the recommendations of the Working Party for maintenance works and tree planting in the remainder of this financial year. Members requested that formal quotations for costings be sought. The Clerk referred to earlier requests from local residents for (a) felling one tree near Lawnsmead and (b) pruning trees situated behind the Sports Pavilion that dangerously overhang a neighbouring property's hedge and garden. The Council agreed that the Clerk should now submit the formal notification of intent to fell the tree at Lawnsmead to Waverley Borough Council (WBC), as required because it is situated in the village Conservation Area. This will include a six-week long public consultation process before the felling can

be finally approved. Members also agreed that quotations for pruning trees behind the Sports Pavilion should be sought.

**Action:** Working Party and Clerk to seek quotations for various works to bring to the Council for formal approval at the earliest opportunity. Clerk to submit application for tree felling to WBC.

**10/195      CONSIDERATION OF THE COUNCIL'S RESPONSE TO THE PUBLIC VALUE REVIEW OF SURREY COUNTY COUNCIL (SCC)'S COUNTRYSIDE SERVICE**

The Council discussed the increasing frequency of official consultations and, given the limited resources at its disposal, the importance of identifying those for which a response was a genuine priority. In this case, Members considered that the Council should submit its views. Cllr Grant agreed to act as co-ordinator for collating responses for submission to SCC.

**Action:** Cllrs to submit comments to Cllr Grant for collation and Clerk to despatch the response form to SCC.

**10/196      CONSIDERATION AND APPROVAL OF THE DATE OF THE ANNUAL PARISH ASSEMBLY IN 2011**

The Council agreed that next year's annual assembly should be held on Thursday, 17 March, at the Wonersh Memorial Hall. Members considered that they should take this opportunity to present a review to residents about the works and projects undertaken by the present Council and to encourage more candidates to stand in the forthcoming elections for the new Council in May 2011. The Council agreed to set up a working party comprising Cllr Grant, Healy, Howard and Morris to take forward preparations for the Assembly.

**Action:** Working Party to begin preparations for the Assembly and to keep the Council informed of developments.

**10/197      CONSIDERATION AND APPROVAL OF THE COUNCIL'S POLICY IN RESPECT OF ELECTRONIC FILING AND SAFE-KEEPING OF OFFICIAL DOCUMENTS AND CORRESPONDENCE**

Members considered the revised policy paper presented by the Clerk. ***The Council RESOLVED*** unanimously that the policy be approved and used from henceforth (proposed by Cllr Band, seconded by Cllr Howard).

**Action:** Council to implement policy. Risk and Audit Sub-Committee to keep under review.

**10/198      REPORTS FROM COUNCILLORS**

Shamley Green Youth Club (SGYC)

Cllr Powell-Evans briefed Members about her meeting with the SGYC at the Arbuthnott Hall earlier that evening. Attendees were very enthusiastic and had a number of suggestions for improving facilities for local teenagers, eg a covered shelter, preferably at Lords Hill. The Council noted that although its own resources were limited there were

some funding opportunities available from WBC. Members welcomed the request of Youth Club members to attend a future Council meeting and to make a presentation about possible new initiatives to which the Council could consider lending its support.

**Action:** Cllr Powell-Evans to continue to liaise with the SGYC and to confirm arrangements for them to attend a Council meeting,

## **10/199 COUNCILLORS' BUSINESS FOR NOTING OR INCLUDING ON A FUTURE AGENDA.**

### (a) Parish Quarterly Newsletter

Members thanked Cllr Powell-Evans for the production of the latest, topical newsletter. Cllrs Morris expressed his willingness to help compile the next one, due out in January 2011. Cllr Grant also said she would be interested in taking on the editor role after that.

**Action:** Cllrs Powell-Evans, Morris and Grant to agree a handover of editorship and other Members to submit proposals for items to include in forthcoming newsletters.

### (b) Records of meetings

Cllr Healy requested that the minutes of meetings be distributed at the earliest opportunity. The Clerk acknowledged the good practice of distributing the record and action points by the end of the week following the meeting, ie within eight days, workload permitting.

**Action:** Clerk to endeavour to distribute draft minutes within this deadline.

### (c) Distribution of Papers for meetings

Members asked about the distribution of papers for meetings. The Clerk confirmed that all Members received communications electronically and at the same time, except for Cllr Harding, who received hard copies. The Clerk agreed to make better use of the subject line on emails to help Councillors to identify/collate all relevant papers for Council or Committee meetings.

**Action:** Clerk to institute clear and consistent subject line headings for all emails in future.

## **10/200 CORRESPONDENCE**

(a) Invitation for the Council to be represented at a Surrey Community Action event on 8 December about *The big Society in Small Communities*.

**Action: Members to consider attendance.**

(b) Neighbourhood Police: street meetings at Wonersh (16 November) and Shamley Green (17 November).

**Action: Members to consider attendance.**

(c) Surrey-wide scrutiny proposals: electronic survey

The Council agreed that this was an example of an unclear and unfocused consultation which could not be considered a priority for response.

**Action:** Clerk to inform SCC of the Council's concerns about the value of this exercise.

#### **10/201 DATES OF FUTURE MEETINGS**

The Council noted the dates for the following future meetings:

Council:	9 December 2010, 13 January 2011
Planning Committee:	25 November 2010, 9 December 2010

There being no further business, the Chairman closed the meeting at 10.00pm.