

Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

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PARISH OF WONERSH **NOTICE OF PARISH COUNCIL MEETING** **Local Government Act 1972**

Minutes of a meeting of Wonersh Parish Council held on
Thursday, 13th November 2008 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 N Goodchild
Cllr A Powell-Evans (*from 8.45pm*)
Cllr A Shareef

Representative from the Surrey Advertiser

In attendance: The Clerk, Mrs J Cadman

- 08/163 Apologies for absence** were received from Cllr M Band, Borough Cllr M Goodridge and County Cllr A Povey.
- 08/164 Local Code of Conduct – Declarations of Interest**
08/169:d: Wonersh United Charities: Cllr Harding declared a personal and prejudicial interest. Cllr Morris reminded the meeting that, as Chairman, he represented the Parish Council at Charity meetings.
- 08/165 Open meeting for electors to raise matters with the Council on local issues**
a) *Police:* Mike Barker had sent apologies from PC Paul Soulsby. Cllr Harding had attended a meeting the previous evening at Garden Close, and no major issues had been raised.
- 08/166 Minutes – to approve and sign the minutes of the last meeting held on the 9th October 2008:**
These were agreed as a correct record of the meeting and signed by the Chairman, after the following corrections:
08/118: this should read: as the Council has received no response from SCC regarding the maintenance of the hedge, it was agreed to engage a contractor when appropriate and send the bill to SCC.
The Clerk was asked to advise Sarah Henderson, Countryside Ranger, of this decision.

08/154: visioning: last line of first paragraph to read ‘visioning’ could be useful if conducted to defined objectives.

08/167 Matters arising

08/10e: Speedwatch signs: The Clerk had been unsuccessful in obtaining these. Cllr Shareef advised that the existing signs were on loan from the police to the Stroud Common Group but, as they had not been very active recently, the question of providing new signs could be put aside.

08/151: 08/138: Footpath Lighting, Shamley Green: The Clerk confirmed that she had received the lights, and had asked Simon James for a quotation to install them.

08/120b: New Councillors working party: Cllr Shareef had put together a first draft, to form the basis of the proposed leaflet. This had been circulated and more comments received, which he would incorporate, together with some photographs with accompanying text. This could then be produced in-house and trialed, perhaps by distribution with the newsletter or at the Shamley Green newcomers' evening next February.

08/154: Visioning: The Clerk had discussed this with Trevor Leggo, who had explained how an event was conducted, and consulted with the Clerk at Witley, who had confirmed that this was worthwhile. It was **agreed** to go ahead with an event, as it could be useful to have an independent facilitator.

Action: The Clerk to agree a date with Trevor Leggo, aiming for one of the last 2 Tuesdays in January 2009.

08/157: Shamley Green Pond: Cllr Shareef had spoken to Sarah Henderson, who had no money to help but had mentioned that grants were available and had directed him to Jane Dodd, WBC, who had advised him that WBC's grant scheme had been suspended, but that there would be a new one at some stage. Sarah Henderson had estimated the £5,000 to deal with the pond, and said that she was happy to assist with any volunteer work involving the removal of scrub.

Cllr Shareef had looked at the Star Energy web site concerning their community fund and would like to finalise discussions with regard to this being a Section 9 situation before considering any grant application.

Cllr Harding had attended the Surrey Wildlife AGM the previous Saturday, and mentioned that they were very effective in getting grants, as they had a strong management plan. Cllr Shareef confirmed that a management plan could be developed based on the Commons audit, if required for an application.

159:c: White Line issue: **Action:** Clerk to contact Daniel Payne regarding this.

Agenda item: January meeting

Surrey Community Action: Cllr Howard advised that she had attended a Community Action Review meeting at West Horsley. It was an excellent meeting, with a very good workshop and it was good to see SCA and SCAP&TC working together. She planned to attend the Rural Affordable Housing conference on the 14th November.

SCAP&TC: Cllr Howard advised that SCAP&TC was not happy with the value that they were currently receiving from NALC. The Board had formally written to NALC and advised them that, if nothing improved this year, they would withdraw from the national association.

08/168 To endorse comments made by the Planning Committee on current planning applications.

The Comments to Waverley Planning department regarding the following 7 planning applications considered since the last meeting were APPROVED unanimously

WA/2008/1731 Land at the Post Office, Surrey House, Shamley Green

Erection of extensions and alterations to shop and relocation of Royal Mail facility partly on the site of Surrey House following demolition of part of existing shop and Royal Mail facility; provision of an independent access to existing plot, change of use of land from Surrey House curtilage to retail use for shop together with the change of use of land from retail to residential curtilage for Surrey House

WA/2008/1732 Land at the Post Office, Shamley Green

Conservation Area Consent for the demolition of part of the Post Office

WA/2008/1741 Tanyard Farm, Woodhill Lane, Shamley Green

Application for a Certificate of Lawfulness under Section 191 for the retention of an ancillary outbuilding.

WA/2008/1744 5 Mitchells Cottages, Blackheath Lane, Blackheath

Erection of a two-storey extension

WA/2008/1775 Green Lane Farm, Green Lane, Shamley Green

Change of use of land to form additional residential curtilage following demolition of stables; erection of an equestrian building.

WA/2008/1798 Coaklers, Lordshill Common

Alterations and extensions following demolition of existing detached garage.

WA/2008/1820 Lynes Farm, Blackheath Lane, Womersley

Conversion of barn to ancillary residential use.

08/169 Finance

- a) Members RESOLVED that the list of receipt and payment vouchers tabled this evening be APPROVED. This was PROPOSED by Cllr Harding, SECONDED by Cllr Bawden, all in favour.
- b) Members received the external auditors report and noted the comments made concerning the gratuity paid to the outgoing Clerk. The Clerk had sought the advice of the internal auditor, who had recommended treating the portion of the payment over the prescribed limit as a bonus. This was unanimously **agreed.**
- c) Cllr Bawden PROPOSED the purchase of 6 litter pickers at £12.51 each + VAT. This was SECONDED by Cllr Howard, with all in favour.
- d) Womersley United Charities: to agree on the level of donation: *Cllr Harding left the room during this discussion.* Cllr Morris PROPOSED a donation of £300, this was SECONDED by Cllr Howard, with all in favour.
- e) Cllr Healy PROPOSED that Members approve the NALC recommended interim pay award for the Clerk of 2.45%, backdated to April 2008. This was SECONDED by Cllr Harding, with all in favour.
- f) To approve an additional payment to Jane Garrett (Parish Plan) of £250. Cllr Morris explained that there had been some delays in Jane receiving all the information she had needed, which had meant that she had taken more time than expected. It was agreed that the result was very good. The additional payment was PROPOSED by Cllr Bawden, SECONDED by Cllr Healy, with all in favour.

- g) Budget 2009/10: consideration of draft budget: The Chairman thanked Cllr Bawden, Cllr Healy and Cllr Goodchild for their work on this. Cllr Bawden reminded Members that the intention was to move to a balanced budget by 2011, taking into account the cost of living index. He pointed out that the budget for projects had been uplifted from £3,000 to £8750 at the recent full council working party meeting, following a general agreement that this Council should proceed with these plans.

Action: the budget to be put forward for approval at the January meeting.

08/170 Freedom of Information Act, publication scheme: The Clerk tabled the Model scheme and a sample of the information to be put into the public domain. She explained that this was all information that the public had the right to access at present, but this scheme provided for the information available to be publicly listed. She proposed to add reasonable charges for copying, postage, etc, to the publication, as was allowed, and to publish the availability of the information on the parish council notice boards and on the internet, before the deadline of the 1st January 2009. Adoption of the scheme was PROPOSED by Cllr Howard, SECONDED by Cllr Goodchild, with all in favour.

08/171 Lease at Lordshill Playground

It was PROPOSED by Cllr Healy, SECONDED by Cllr Bawden, with all in favour, that the lease should now be signed by the Chairman and the Clerk, which was duly done.

08/172 Local Development Framework: settlement audit questionnaire

Part A: This had been completed by all wards, and would be sent to WBC the following day.

Part B: This was due to be received by WBC by the 28th November. Cllr Healy confirmed that she had completed this for Wonersh, Cllr Morris would complete for Blackheath, Cllr Shareef confirmed that comments had been sought from the Shamley Green Village Association on this.

Cllr A Powell Evans joined the meeting at 8.45pm

08/173 Portfolio for Youth

Cllr Goodchild had nothing to report to date, as he needed to consolidate responses received.

Action: *Agenda item* for January meeting.

08/174 Bye-Laws

The Clerk advised that she had researched the wording required, and had requested a quotation from Fastsigns, who had estimated approximately £25.00 per sign, of black lettering on a white metal background. Two were needed for Wonersh, and a further two for Shamley Green, each sign would also need a post.

Cllr Howard PROPOSED that the signs and posts be purchased and Simon James asked to erect them. This was SECONDED by Cllr Shareef, with all in favour.

08/175 Noticeboards

The Clerk tabled information and rough costings on various types of noticeboards. After discussion, it was **agreed** that the noticeboards should be of good quality and in timber, with security glass.

Action: The Clerk to obtain 3 quotations as follows for the January meeting:

1. a doubled sided enclosed board with lock, free standing, to replace the notice

- board at Shamley Green.
2. an enclosed notice board with lock, to fit into the space taken by the existing noticeboard at Wonersh Stores, but to be bigger if possible.

08/176 Memorial Bench

Following recent discussions concerning the proposed memorial to Mr Inskip, the Clerk had been advised by his son that Mrs Inskip would prefer a bench to any other option. This was **agreed**, the bench to be similar to that placed by the stoolball club, with the siting on Wonersh Common to be agreed. It was noted that a position near Wonersh Common Road would probably be preferable.

08/177 Reports from Councillors

- a) *Wonersh Village Gateways*: Cllr Powell Evans reported costings as follows:
 - Recycled plastic: £620 per sign, not very attractive
 - Seasoned oak: £600 per sign.

Action: *agenda item* for January. Cllr Powell Evans to investigate further.

- b) *Carbon Neutral Initiative*: Cllr Powell Evans' report had been circulated. She requested that this be the theme for the 2009 Annual Assembly, and hoped that this would raise interest, particularly if there was sufficient early publicity. A lot more publicity was required to raise the profile of this initiative. Cllr Howard suggested asking officers from WBC to come and talk to the Parish Council.
- c) *Wonersh Traffic Calming*: Cllr Powell Evans tabled her report and advised that there was a considerable number of requests for the car screen stickers. Finance for the project was still a concern.

08/178 Correspondence:

1. **Age Concern**: had written to invite a representative from the Council to their Annual meeting on the 28th November, with lunch to follow at 12.30pm. The AGM would include a presentation on Age Concern's work – how, where and why, and the challenges ahead. Cllr Healy was unable to attend but would obtain some information for the Parish Council.
2. **Citizens Advice Bureau**: had written to request that the Parish Council give consideration to funding towards the replacement of computer equipment at the Godalming office. Their report and financial statements had been circulated. It was **agreed** that Godalming did not cover this area, which was covered by Cranleigh branch.
3. **South East Plan**: Anne Milton had written with an answer to a Parliamentary Question, as follows: *Anne Milton: to ask the Secretary of State for Communities and Local Government, pursuant to the answer of 17/9/08, on planning: South East, if she will make it her policy that written representations made to the Government office for the South East on the latest South East Plan consultation which do not cite specific paragraphs of the Plan will be considered fully as part of the consultation process. Mr Sadiq Khan: The Secretary of State has a statutory duty to consider all responses made to the Government's own Proposed Changes to the draft South East Plan. The Proposed Changes document makes it clear that comments should only be made where the SofS has set out changes to the draft prepared by the South East of England Regional Assembly as sections not proposed for change have already been subject to consultation and independent scrutiny. Whilst the Government will consider all views expressed on its published changes it would greatly assist the administrative process if respondents could quote the Proposed Change number when submitting*

comments.

A copy of the debate secured by Anne Milton a few days before the consultation on the Plan closed on the 24th October had been circulated.

4. **Complaints about a Councillor:** Mark Hill, Head of Internal Audit and Monitoring Officer, WBC, had written to clarify the recent changes in the process for receiving and dealing with complaints about member conduct. The Standards Committee had asked that the complaint forms be displayed and made available to the public, in the parish office and possibly on the web site. Mr Hill had asked that members were advised of the new process, and had offered to speak to the Council about the Code of Conduct generally.
5. **Bridge across the stream at Lordshill Playground:** The bridge had been reported as broken. Simon James had been asked to replace the two railway sleepers and to cover them with wire netting to avoid slipping.
6. **Barnett Hill: proposed extension from C2 educational to C1 hotel:** Cllr Morris had received a letter from the General Manager concerning a proposed application to extend the use of the property from a C2 residential, educational and training use to C1 hotel. Mr Hall wished to give a presentation to the council, and had held a pre-application meeting with WBC. Members believed that the procedure should be that Mr Hall should attend a planning meeting and talk as a member of the public, once an application had been submitted. He might also approach the residents of Blackheath and those who live at the Wonersh end of Blackheath Lane, as they would be most closely affected. After discussion, it was **agreed** to suggest to Mr Hall that he hold a public meeting, which councillors could attend as members of the public, and that he should organise this, and include the Blackheath Village Society.
Action: The Clerk to write to Mr Hall and copy the letter to Nick Harrison, Chairman of the Blackheath Village Society.
Cllr Howard to bring this matter up for guidance at the next WBC joint meeting.

Cllr Morris expressed his concern at the pre-application consultation process at WBC, particularly in light of the recent problems over one officer giving one opinion on a pre-application and another officer giving the opposite.

Action: Clerk to write to Robin Pellow and ask that this should be an agenda item for the next WBC joint meeting. Also ask for guidance on the pre-application process.

08/179 Councillors Business

No further matters were raised.

08/180 Dates of future meetings

Planning: 27th November, 11th December, **Tuesday** 23rd December

Full Council: No meeting in December, 8th January, 12th February, 12th March

There being no further business, the meeting closed at 9.44pm

