

# Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

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## MINUTES OF THE MEETING OF WONERSH PARISH COUNCIL

held on Thursday 13 October 2011, at 7.30pm at Wonersh Sports Pavilion

### PRESENT

Cllr M Band, Cllr K Bawden, Cllr R Bawden, Cllr G Grant, Cllr L Healy, Cllr B Holtom, Cllr C Howard and Cllr A Powell-Evans (in the chair).

Mr C Ward (items 11/147-150, 159 and 157 only), Mr N Morris (items 11/147-150 and 159 only), PCSO H Gowlett (items 11/147-149 only).

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

#### **11/147 Apologies for absence.**

The Council received and accepted apologies from Cllr P Brodie, Borough Cllr M Goodridge, County Cllr A Povey, Pc A Kerby and Mr R Holmes.

#### **11/148 Wonersh Parish Code of Conduct – Disclosure of Interests.**

Cllr R Bawden declared personal interests in respect of items 11/157 and 11/162(c) as Chairman of Wonersh Sports Club. Cllrs Band, K Bawden, R Bawden and Healy declared a personal interest in respect of item 11/154(d) because of their membership of the *Surrey Hills Society*.

#### **11/149 Briefing by PCSO Helen Gowlett on local community policing and crime-prevention issues.**

PCSO Gowlett commented about the ongoing low-level of crime within the parish but noted that over the last month there had been one incident of the theft of a wallet. The police had also responded to a complaint about wild behaviour of dogs in a residential street in Wonersh. PCSO Gowlett had also instructed the removal of a car parked illegally on Wonersh Common.

The Council thanked PCSO Gowlett for her report and for the latest local community policing newsletter which had recently been distributed to all households within the parish. Members looked forward to Pc Kerby and PCSO Gowlett's briefing at the next meeting of the Council.

#### **11/150 Open meeting for electors to raise matters with the Council on local issues.**

1. Mr Morris, the Council's representative on the *Surrey Heathland Steering Committee*, submitted a report about the organization's activities over the last six months and its proposed future direction. The Council noted that Mr Morris' term of office as its representative on the Steering Committee had now come to an end and thanked him for his active involvement and commitment on the

Council's behalf over several years.

2. Mr Ward, Leader of Wonersh Scouts Group, briefed the Council about the Scouts interest in marking The Queen's Diamond Jubilee by lighting a beacon. He explained that the Scouts had participated in a similar beacon lighting on Chinthurst Hill in 2002 to mark The Queen's Golden Jubilee. Mr Ward requested the Council's support for this initiative.

Following these representations the Council agreed to bring forward its discussion of agenda items 11/159 and 157.

**11/159 To consider the request for the Council to renew its support for the Surrey Heathland project.**

The Council noted that the future and status of *Surrey Heathland* was being reviewed by its major donor, Surrey County Council. There was an expectation that future projects would be more demand-led by donors. Members noted that *Surrey Heathland* had previously undertaken important projects to enhance Blackheath. The Council therefore agreed that it should follow developments and keep under review the possibility to contribute to future projects that directly benefited the parish.

**11/157 To consider further ideas and proposals to celebrate HM The Queen's Diamond Jubilee.**

1. Members noted that the three communities of Blackheath, Shamley Green and Wonersh were each planning a range of events to celebrate the Diamond Jubilee over the summer of 2012. The Council agreed that it should be supportive of such events and help to facilitate them, eg by granting permission for the use of Council-owned common land. The Council further agreed that it should be willing to support and facilitate "parish-wide" events proposed by other lead organisations such as the Scouts.

2. The Council also agreed that it should try to identify more permanent memorials of the Jubilee within the three villages, eg by providing flower planters in village centres. Cllr R Bawden raised the possibility of dedicating recreational areas as QEII Fields. He agreed to check if the Wonersh "War Memorial Playing Field" could receive an additional designation or not. In order to consider a wide range of options the Council agreed that it should use the latest quarterly parish newsletter to invite residents to make suggestions.

**Action:**  
RB

GG

**11/151 To approve the minutes of the Council meeting held on 8 September 2011.**

Having agreed a minor textual amendment the Council accepted these were a true record of the meeting. Cllr Powell-Evans duly signed the minutes.

**11/152 Matters arising.**

Having agreed a number of textual amendments the Council received the latest update from the Clerk.

**11/153 To receive the approved minutes of the Planning Committee held on 8 and 22 September 2011.**

The Council received the approved minutes that had been signed by Cllr R Bawden.

**11/154 Finance – to consider and approve the following:**

**(a) the lists of receipt & payment vouchers in September 2011**

The Council *RESOLVED* unanimously that the receipt and payment vouchers for September be approved (proposed by Cllr Band, seconded by Cllr Healy);

**(b) the end-September 2011 financial statement**

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

**(c) the variances and estimated outturn for the present (2011/12) financial year**

The Council *RESOLVED* unanimously that these be approved (proposed by Cllr Howard, seconded by Cllr Band);

**(d) the payment of £15 for the Council's annual (2011/12) subscription to Surrey Hills Society**

The Council *RESOLVED* that the receipt and payment vouchers for September be approved (proposed by Cllr Holtom, seconded by Cllr Grant). Cllrs Band, R Bawden and Healy did not vote;

**(e) the payment of £10 for the Council's annual (2011/12) subscription to Surrey County Playing Fields Association**

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

**11/155 To consider and approve the External Audit Report and the completed Annual Return for the Council's 2010/11 accounts.**

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

**11/156 To consider and approve the Council's submission in response to the consultation by the Department of Communities and Local Government about the proposed National Planning Policy Framework.**

1. The Council thanked Cllr R Bawden for preparing the submission and *RESOLVED* unanimously that this be approved (proposed by Cllr K Bawden, seconded by Cllr Grant).

**Action:** 2. The Council further agreed that in addition to sending the submission to the Department for Communities and Local Government it should also be copied to Mrs Anne Milton MP and Waverley Borough Council (WBC).  
RB, KG

**11/158 To consider the issue of affordable housing in the parish and next steps.**

Members were grateful for the briefing they had received from Surrey Community Action (Ms M Johansson) on 6 October about options for exploring opportunities to develop small affordable housing schemes and the logistical, supportive role of SCA. They noted the importance of conducting a local housing needs survey as an essential starting point. The Council therefore *RESOLVED* unanimously to establish a Housing Working Party comprised of Cllrs B Holtom (Chair), K Bawden, Healy and Grant to take this project forward in cooperation with SCA (proposed by Cllr R Bawden, seconded by Cllr Howard).

**Action:**  
BH

**11/160 To consider and approve the Council's Autumn 2011 quarterly newsletter.**

The Council thanked Cllr Grant for producing the latest newsletter. Having agreed a number of minor amendments and additions the Council approved the text for publication and distribution at the beginning of November 2012.

**Action:**  
GG, KG

**11/161 To consider further the Council's responsibility for the closed Wonersh Churchyard (grounds and walls) and next steps.**

1. The Clerk informed the Council that he had received a breakdown of the maintenance works in the grounds presently carried out by contractors for the Wonersh Parochial Church Council. These works exceeded the "decent maintenance" threshold for which the Council presently contributed £750 a year but the additional costs were therefore met by the PCC. The Clerk confirmed that the PCC had met the costs of recent repairs to the church wall and that no outstanding, immediate works had been identified.

**Action:** 2. The Council therefore agreed that the Clerk should now be asked to seek quotations from contractors for the "decent maintenance" of the closed burial ground in the financial year 2012/13 for approval by the Council as part of its budget and precept preparation for next year.  
KG

**Action:** 3. The Council also agreed that the Clerk be asked to seek advice about a professional survey of the walls enclosing the closed burial ground and to report back to the Council at its next meeting.  
KG

**11/162 To review progress and next steps of Council and Community Working Parties:**

**(a) Council Quality Status**

1. Cllr Powell-Evans reported that the Council's "quality status" awaited the successful completion of the Clerk's Certificate in Local Council Administration (CiLCA) training (due by March 2012) and the completion by eight out of nine Members of training on the power of well-being. The Clerk confirmed that five

**Action:** MB, KB, PB, BH Members had so far completed the one-hour mandatory training session provided by SCAPTC. Cllr Powell-Evans urged all Members to undertake this training at the earliest opportunity.

**Action:** A P-E 2. Cllr Powell-Evans confirmed that she planned to call a meeting of the WP in November 2012.

**(b) Emergency Planning**

**Action:** LH Cllr Healy confirmed that she planned to call a meeting of the WP in the near future.

**(c) Commons Enhancement and Management**

1. Cllr R Bawden submitted a written report to the Council about the key issues on which progress had been made and future action points.

2. Cllr R Bawden submitted a separate report about drainage under Wonersh Common and recommendations for remedial works to be carried out in 2012.

**Action:** KG The Council accepted the prioritisation of the repairs to Section 6 under the accessway to Lawnsmead Memorial Hall and Lawnsmead Cottages and asked the Clerk to seek advice about a call for tendering for such works;

**(d) Wonersh Traffic Calming**

Cllr R Bawden submitted a written report about the key issues on which progress had been made and future action points. The Council accepted the recommendation of Cllr Howard that Wonersh residents be informed about the Surrey County Council (SCC) proposals to take forward works at the Pepperpot junction.

**Action:** RB

**(e) Shamley Green Traffic Calming**

Cllr Band reported on progress in prioritising agreed works with Surrey County Council. The Council accepted the recommendation that one identified “easy-win” to combat speeding at the top of Church Hill would be the provision of high visibility jackets for parents crossing the road with children who attend the pre-school. Cllr Band agreed that he would consult the pre-school about its acceptance of a donation of 20 HVJs from the Council. The Council confirmed that this issue should be included as a key presentation at next year’s Annual Assembly.

**Action:** MB, KG

**11/163 Reports by Members and the Clerk:**

**(a) Wonersh community Autumn litter pick**

Cllr R Bawden submitted a written report;

**(b) Surrey Superfast Broadband initiative update**

Cllr R Bawden submitted a written report;

**(c) Surrey County Association of Parish and Town Councils AGM**

Cllr Howard reported that 75 out of 80 affiliated Councils had attended the AGM. Having stepped down as Chair of the governing body, Cllr Howard had now been elected as one of SCAPTC's Vice-presidents.

**(d) Bramley Library update**

Cllr K Bawden submitted a written report;

**(e) Inaugural meeting of Waverley Borough Council and the *Eastern Cluster of Parish Councils***

Cllr Powell-Evans submitted a written report;

**(f) Waverley Borough Community Safety Workshop**

The Clerk reported that he had been unable to attend but would seek a briefing from the Clerks' Cluster due to be held on 14 October;

**(g) Buildings of Local Merit (BLM)**

**Action:** Cllr Powell-Evans confirmed that she would be calling a meeting of the Working Party shortly.  
A P-E

**11/164 Correspondence.**

**(a) Traffic congestion in Wonersh on 11 October 2011**

The Clerk informed the Council that he had received a complaint from a resident about congestion caused by the installation of three-way temporary traffic lights in the centre of Wonersh. He confirmed that the Council had not been informed about any works by the highways authority or a utility company. The Clerk had forwarded the complaint to Surrey Highways Department (the responsible principal authority) and awaited a response.

**(b) Offer of a new bench for Wonersh Common**

**Action:** The Clerk informed the Council of the proposed donation of a park bench from Mr Simon James, a longstanding contractor of the Council. The Council agreed that this should be considered as a substantive agenda item at its next meeting.  
KG

**11/165 Members' business for noting or including on a future agenda.**

**Action:** 1. Cllr Holtom requested that the Council consider a donation to the Hurtwood Trust, which carried out projects that directly benefited the parish, for which he would provide details.  
BH, KG

**Action:** 2. The Council also agreed that arrangements for the 2012 Annual Parish Assembly should be included on the next agenda.  
KG

