

# Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

[www.wonershparish.org](http://www.wonershparish.org)



## MINUTES OF A MEETING OF WONERSH PARISH COUNCIL

held on Thursday 13 January 2011, 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 C Howard  
Cllr N Morris  
Cllr A Shareef

Borough Cllr M Goodridge

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

### 11/001 APOLOGIES

The Council received no apologies.

### 11/002 CODE OF CONDUCT

No Members declared any personal or prejudicial interests.

### 11/003 OPEN MEETING FOR ELECTORS TO RAISE MATTERS WITH THE COUNCIL ON LOCAL ISSUES

(a) Mr Goodridge asked about the standard **Wonersh** sign that used to be situated on the B2128 (on the approach to the village from Shalford, ahead of the present *village gateway* sign). He recommended that it be reinstated.

**Action:** Clerk to consult Surrey County Council (SCC) Highways about the future of the former standard sign and revert.

(b) Mr Goodridge raised the issue of Blackheath not presently having a designated "village settlement" of which to take account in consideration of planning applications. He suggested that the Council take the opportunity of an imminent formal consultation by Waverley Borough Council (WBC) about updating the *Local Development Framework* to consider its view on the creation of a designated Blackheath settlement.

**Action:** Council to include discussion of this issue as part of a future agenda item about the Council's response to the WBC consultation.

**11/004 ADOPTION OF MINUTES OF THE COUNCIL MEETING HELD ON  
9 DECEMBER 2010**

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

**11/005 MATTERS ARISING:**

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

08/174: Bridleway at Lords Hill. Cllr Harding informed the Council of the possibility of SCC being ready to agree to the narrowing of the bridleway. The Clerk undertook to check with SCC officials that this was the case and to ask if it could be eligible for project funding by County Cllr Povey.

10/013: Power of well-being training. The Council noted that the next available training courses would now take place after the Council elections in May 2011;

10/075: Council website. Cllr Shareef and the Clerk confirmed that the website's domain ownership and contracts had been transferred to the Clerk;

10/174: Personnel Committee. The Council agreed that Members of the Committee should meet as a Working Party to prepare draft terms of reference for formal approval by the Council in due course;

10/190: Land potentially available for affordable housing. The Clerk informed Members that he was seeking to speak to the landowner about the latter's intentions. The Council agreed that the issue should be included as an agenda item for discussion at its meeting in February.

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

**11/006 MINUTES OF PLANNING COMMITTEE MEETINGS HELD ON 9 AND  
16 DECEMBER 2010**

The Council received the confirmed minutes that had been signed by Cllr Harding. The Clerk informed Members of an urgent matter arising in respect of WBC's decision not to pursue a planning enforcement case that had first been raised by the Council in 2005. The Council expressed concern that it had not been informed by WBC of the latter's decision to drop the case in 2008 until 13 January 2011. Members agreed that in ongoing and future planning enforcement cases the Clerk should copy all correspondence with WBC to the two local borough councillors so that they can follow developments about enforcement issues raised by the Council.

**Action:** Clerk to ask WBC Planning Services for a written explanation about the handling of the case in question.

**11/007 FINANCE:**

(a) **The Council RESOLVED** unanimously that the list of Payment and Receipt vouchers in December 2010 be approved (proposed by Cllr Healy, seconded by Cllr Harding);

- (b) **The Council RESOLVED** unanimously that the end-December 2010 financial statement be approved (proposed by Cllr Bawden, seconded by Cllr Band);
- (c) **The Council RESOLVED** unanimously that approval be given to spend up to £1,000 (ex VAT) on new IT equipment (lap-top, projector and projector screen) to access on-line information at Council and Planning Committee meetings in future (proposed by Cllr Howard, seconded by Cllr Band);
- (d) **The Council RESOLVED** unanimously that approval be given to spend up to £500 (ex VAT) on the provision of log seating at The Green and Lords Hill Playground, Shamley Green (proposed by Cllr Morris, seconded by Cllr Grant);
- (e) **The Council RESOLVED** unanimously that approval be given to spend up to £1000 (ex VAT) on the provision of a new community notice board at Blackheath (proposed by Cllr Band, seconded by Cllr Bawden);
- (f) **The Council RESOLVED** unanimously that approval be given to spend up to £1,000 (ex VAT) on the management/enhancement to existing trees on Wonersh Common (proposed by Cllr Healy, seconded by Cllr Bawden);
- (g) **The Council RESOLVED** unanimously that approval be given to spend up to £1,500 (ex VAT) on new tree works on Wonersh Common (proposed by Cllr Harding, seconded by Cllr Bawden).

**11/008      CONSIDERATION OF THE IMPLICATIONS OF THE GOVERNMENT'S LOCALISM BILL FOR THE FUTURE RESPONSIBILITIES AND ACTIVITIES OF THE COUNCIL**

The Council noted that SCC was pursuing pilots with a number of town and parish councils about the devolution of certain services. Members agreed that the Council should adopt a positive response to the possibilities and challenges to the provision of services if SCC were to contact the Council about them. Members considered that the Council had adopted a prudent approach towards anticipated expenditure in 2011/12. The Council confirmed that nothing had been raised which would require it to raise the precept for the coming year. If there were urgent requests by either SCC or WBC during 2011/12 for the Council to contribute towards any services, these would be considered very carefully on a case by case basis. If necessary, the Council could agree to draw on its unallocated reserves to meet agreed additional priorities.

**11/009      APPROVAL OF THE COUNCIL'S SUPPORT FOR A SHAMLEY GREEN COMMUNITY TRAFFIC CALMING PROJECT AND APPOINTMENT OF REPRESENTATIVES TO A COMMUNITY-LED SHAMLEY GREEN TRAFFIC CALMING WORKING PARTY**

**The Council RESOLVED** unanimously that it should support a Shamley Green Traffic Calming Project and appoint Cllrs Grant and Shareef as the Council's representatives to the newly formed Shamley Green Traffic Calming Working Party (proposed by Cllr Morris, seconded by Cllr Band).

**Action:** Cllrs Grant and Shareef to attend a meeting with members of the Shamley Green Village Association (SGVA) Committee about this issue and to revert.

## **11/010 PREPARATIONS FOR THE MAY 2011 COUNCIL ELECTIONS**

Members noted that the Council Elections were due to be held on 5 May 2011 and that nominations of candidates would need to be submitted by noon on 7 April 2011. The Council's Working Party to encourage local residents to consider standing as candidates confirmed that it was preparing notices for inclusion in the February and March issues of the Wondersh with Blackheath and Shamley Green parish magazines. A similar notice inviting interested individuals to attend the February and March council meetings would be included in the latest issue of the Parish newsletter. In addition, Members would attend the Shamley Green newcomers party on 8 March to encourage interest and the issue would also be included as part of the Parish Annual Assembly due to take place on 17 March.

**Action:** Working Party to consider the preparation of more public information material including flyers that can be distributed to as many of the local electors as possible.

## **11/011 MINUTES OF THE RISK AND AUDIT SUB-COMMITTEE MEETING HELD ON 5 NOVEMBER 2010**

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

## **11/012 APPROVAL OF THE RECOMMENDATION OF THE RISK AND AUDIT SUB-COMMITTEE THAT THE COUNCIL'S ACCOUNTS FOR 2010/11 ONWARDS BE MANAGED AND RECORDED ON A RECEIPTS AND PAYMENTS BASIS RATHER THAN USING SAGE ACCOUNTING SOFTWARE.**

**The Council RESOLVED** unanimously that the management of the Council's accounts on a receipts and payments basis, in line with the reporting requirements for a Council of its size (ie annual budgeted income or expenditure below £200,000), be approved (proposed by Cllr Morris, seconded by Cllr Howard).

**Action:** Clerk and Mr Holmes to implement the approved accounts management procedures.

## **11/013 APPROVAL OF THE COUNCIL'S BUDGET AND PRECEPT FOR 2011/12**

**The Council RESOLVED** unanimously to approve the budget (anticipated income and expenditure) as set out in detail at Annex A, including a precept of £34,587, for the 2011/12 financial year (proposed by Cllr Harding, seconded by Cllr Morris).

## **11/014 CONSIDERATION OF THE COUNCIL'S EMPLOYMENT POLICY DOCUMENTS**

At the request of the Chairman, the Council agreed that this agenda item should be deferred until the next meeting.

## **11/015 REPORTS FROM COUNCILLORS**

(a) The Big Society

The Council received a written report from Cllr Howard.

(b) The Future of Community Rooms in Shamley Green and Wonersh

The Council received reports from Cllrs Harding and Cllrs Healy and Powell-Evans about the WBC consultation with local residents and organizations. In Shamley Green, local residents and representatives of local voluntary organizations lobbied for the community room's continued use as a valued venue for meetings and events. In Wonersh, local residents acknowledged that the community room was too small to be used them or by other local organizations. They suggested that the room could be turned into an additional unit of sheltered accommodation

**Action:** Council to follow developments

(c) Risk and Audit issues

The Council received a written report from Cllr Healy about the meeting of the Risk and Audit Sub-Committee on 11 January 2011. Members noted the ongoing revision and update of the Council's *Assets Register* and the *Risk Management Register*. They agreed that the Clerk should establish the Council's defined responsibilities and public liability in respect of the closed Wonersh burial ground as a priority.

**Action:** Clerk to revert.

(d) Wonersh Traffic Calming

The Council received a report from Cllr Bawden about the meeting held to discuss potential traffic calming measures in the centre of Wonersh with SCC (County Cllr Povey and Mr John Hilder).

## 11/016 CORRESPONDENCE

(a) The Council agreed on the importance of responding to the SCC consultation about the future provision of fire and rescue services.

**Action:** Members to forward comments to Cllr Healy by 15 February for collation and to make a consolidated submission on behalf of the Council.

(b) The Clerk presented to the Council the written response from SCC (David North, Local Committee and partnership Officer, Waverley) about the importance of parish councils taking note of the Big Society and Localism agenda.

(c) The Council discussed an email from a local resident expressing concern about illegal parking near the centre of Wonersh and the deteriorating condition of the highway. Members agreed that all vehicles should be parked safely and with consideration for other road users near the *Pepperpot* junction. They further noted that it was the responsibility of all witnesses of dangerous parking (including any blocking of the designated bus-stops) to report such incidents to the police. The Council also agreed that all local residents should be encouraged to report potholes and other hazards to SCC Highways and to urge that prompt repairs be carried out. The Clerk confirmed that he would continue to report all hazards brought to his attention to SCC on behalf of the Council.

**Action:** Clerk to reply to the local resident on behalf of the Council.

**11/017 COUNCILLORS' BUSINESS FOR NOTING OR INCLUDING ON A FUTURE AGENDA.**

No matters were raised.

**11/018 DATES OF FUTURE MEETINGS**

The Council noted the dates for the following future meetings:

|                     |                              |
|---------------------|------------------------------|
| Council:            | 10 February, 10 March 2011.  |
| Planning Committee: | 20 January, 3 February 2011. |

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