



Minutes of the meeting of Wonersh Parish Council held on Thursday, 13 September 2018 at 7.30pm at Wonersh Sports Pavilion.

Present: Councillors M Band, C Crouch, P Maggs, G Payne, A Powell-Evans, R Weale (in the chair); Borough Cllr M Goodridge, and Mr Andrew Smith (for items 78 & 79 only).

In attendance: Mr Kevin Garvey (Clerk to the Council *locum tenens*)

MINUTES

18/19 78	To consider and approve apologies for absence. The Council received and accepted apologies for absence from Cllrs O Burdick and R Marley.
18/19 79	Briefing by Mr Andrew Smith, Head of Strategic Housing & Delivery, Waverley Borough Council (WBC). Mr Smith spoke about WBC's <i>Waverley Housing Strategy 2018 – 2023</i> .
18/19 80	Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code. 1. The Clerk reminded Cllrs of their personal, legal responsibility to maintain up-to-date entries in the Council's <i>Register of Interests</i> (a public document open for inspection by members of the public and published on the Council's website). 2. Cllr Weale declared a pecuniary interest at item 86(f) and did not participate in the consideration and decision-making for this matter.
18/19 81	Open meeting for <i>members of the public</i> to raise matters of local interest or concern with the Council. No members of the public raised any matters.
18/19 82	Briefing by the <i>Safer Neighbourhood Policing Team</i> on issues of local interest and concern. Cllr Weale informed the Council that he had not received any material since the last meeting.
18/19 83	To consider and approve the minutes of the Council meetings held on 12 July & 23 August 2018. The Council <i>RESOLVED</i> to approve these official records (proposed by Cllr Powell-Evans).
18/19 84	To receive progress reports about matters previously considered and approved by the Council. The Council received the September 2018 <i>Progress Report</i> and made a number of observations to be included in the October 2018 report.
18/19 85	To receive the approved minutes of the Planning Committee meetings held on 2 & 23 August 2018.

	The Council received these official records.
18/19 86	<p>Finance – to consider and approve the following:</p> <p>(a) the list of receipt and payment vouchers in July and August 2018 The Council agreed to defer consideration of these to its next meeting;</p> <p>(b) the end-July 2018 financial statement The Council agreed to defer consideration of this to its next meeting;</p> <p>(c) the return of £70 allotment deposit to Ms Caroline More The Council <i>RESOLVED</i> to approve this (proposed by Cllr Band);</p> <p>(d) the payment of up to £300 for software and associated costs for the Council’s laptop computer The Council agreed to defer consideration of this to a future meeting;</p> <p>(e) the payment of £30 for the installation of the new key safe at the Parish Council office The Council <i>RESOLVED</i> to approve this (proposed by Cllr Crouch);</p> <p>(f) the payment of £181.42 for four Perspex bench silhouettes (to mark the end of the First World War) for presentation to the four churches within the parish The Council <i>RESOLVED</i> to approve this (proposed by Cllr Band);</p> <p>(g) the payment of £480 for works previously carried out at Gerald’s Wood The Council <i>RESOLVED</i> to approve this (proposed by Cllr Powell-Evans);</p> <p>(h) the payment of £480 for works previously carried out at Wonersh Allotments The Council <i>RESOLVED</i> to approve this (proposed by Cllr Crouch);</p> <p>(i) the payment £105 for the removal of road signs and additional post fixing at Barnett Lane, Wonersh The Council <i>RESOLVED</i> to approve this (proposed by Cllr Payne);</p> <p>(j) the payment of up to £1005 for urgent repairs to playground equipment at Barnett Lane, Wonersh The Council <i>RESOLVED</i> to approve this (proposed by Cllr {Payne).</p>
18/19 87	<p>To consider and approve the next steps concerning the approach from Nest Egg about proposals for a housing development in Wonersh.</p> <p>The Council agreed to consider this further at a future meeting of the Council.</p>
18/19 88	<p>To receive a report from the Chairman of the Council’s Risk & Audit Committee, and to consider and approve the next steps.</p> <p>Cllr Band informed the Council that the Committee had carried out important due diligence examinations of the Council’s procedures and responsibilities following the resignation of Mrs Harris as Clerk to the Council and the appointment of Mr Garvey as her temporary successor with effect from 29 August 2018. The details would be set out in the minutes of the Committee meeting held on 11 September 2018 and the updated Council <i>Progress Report</i> to be presented at the next Council meeting.</p>
18/19 89	<p>To receive a report from the Clerk about the Council’s website, and to consider and approve the next steps.</p> <p>The Clerk informed the Council about its legal duty to treat the website as its virtual <i>notice board</i> and to publish all relevant documents and information to which members of the public had a right of access. The Council agreed that the Clerk should make this a priority task and requested an update at its next meeting.</p>
18/19 90	<p>To consider and approve the contract of employment of Mr Kevin Garvey, as Clerk to the Council (<i>locum tenens</i>), ahead of the recruitment of a substantive successor to Mrs Camilla Harris.</p>

	<p>The Council noted that at its last, extraordinary meeting it had appointed Mr Garvey as an employee of the Council with effect from 20 August 2018 (and as the <i>Proper Officer and Responsible Financial Officer – locum tenens</i> with effect from 29 August 2018). The Council therefore <i>RESOLVED</i> to approve the temporary contract of employment to be signed by Mr Garvey and Cllr Weale - on behalf of the Council (proposed by Cllr Powell-Evans).</p>
18/19 91	<p>To review the ongoing arrangements for the recruitment of a new Clerk to the Council and to approve the next steps.</p> <p>The Council noted that the position of Clerk was being advertised around the parish and agreed that its Personnel Committee should meet as soon as possible after the deadline for submission of applications had closed to consider recommendations, if any, for interview of candidates by the Council and any other proposed next steps as may be necessary.</p>
18/19 92	<p>To consider and approve a contract with Mr Shaun Clark for the provision of grounds maintenance within the parish.</p> <p>The Council <i>RESOLVED</i> to approve this (proposed by Cllr Powell-Evans) and requested that the Clerk make arrangements to sign it (on behalf of the Council) together with Mr Clark.</p>
18/19 93	<p>To consider and approve the Council's submission of projects under the 2018/19 Surrey County Council Highways Localism Initiative Annual Grant Funding Scheme.</p> <p>The Council <i>RESOLVED</i> to approve this (proposed by Cllr Powell-Evans) and requested that the Clerk sign the application form (on behalf of the Council) and submit it to SCC.</p>
18/19 94	<p>To consider proposals by WBC about the future provision of grounds maintenance services for land for which it is responsible within the parish, and to approve the next steps.</p> <p>Cllr Powell-Evans volunteered to pursue this matter on behalf of the Council with WBC. The Council agreed to consider this further at a future meeting.</p>
18/19 95	<p>To receive reports by Members and the Clerk:</p> <p>(a) update about motor vehicle parking at <i>Barnett Lane, Womersh</i> (Cllr Powell-Evans)</p> <p>The Council received the report, noting the patchy adherence to the Council's "no-parking" signs at Barnett Lane near the junction to the B2128 highway and agreed to keep this under review at future meetings;</p> <p>(b) notification of the resignation of Cllr Hoy</p> <p>The council received and accepted, with much regret, the resignation of Cllr Hoy. Cllrs noted for the record their appreciation for all Cllr Hoy had contributed to the work of the Council. The Council requested that the Clerk inform WBC <i>electoral services</i> to begin the formal process of notifying the electorate of this vacancy in the Shamley Green Ward.</p>
18/18 96	<p>Members' business and correspondence for noting or including on a future agenda:</p> <p>(a) autumn mowing of <i>The Platt, Womersh</i></p> <p>The Council requested that the Clerk contact the responsible contractor to ensure that the Platt was mown and the grass-cuttings removed before the end of the autumn;</p> <p>(b) biennial tree inspection and report</p> <p>Cllr Powell-Evans requested that the Clerk initiate the process for identifying a suitably qualified professional surveyor to undertake a new inspection of all trees on council-</p>

	owned land within the parish, two years having now elapsed since the last inspection and report in 2016.
18/19 97	Dates of future meetings: Council: 11 October 2018 Planning Committee: 4 October & 25 October 2018

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