

Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

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Minutes of the meeting of Wonersh Parish Council held on Thursday, 17 January 2019 at 7.30pm at Wonersh Sports Pavilion.

Present: Councillors M Band, O Burdick, C Crouch, R Marley, G Payne, A Powell-Evans (in the chair); Borough Cllr M Goodridge.

In attendance: Seven members of the public.

MINUTES

18/19 149	<p>To consider and approve apologies for absence.</p> <p>Council received and accepted apologies for absence from Cllrs R Weale and P Maggs. In the absence of the Chairman the Council elected Cllr Powell-Evans to chair this meeting.</p>
18/19 150	<p>Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code.</p> <p>Cllr Powell-Evans declared a disclosable non-pecuniary interest in item 18/19 158</p>
18/19 151	<p>Open meeting for <i>members of the public</i> to raise matters of local interest or concern with the Council.</p> <p>Mr Martin Maybrey addressed the Council in order to assist them in making a decision on item 18/19 156 (o). Repairs to part of the water drainage system under Wonersh Common.</p> <p>Five members of the Gerald's Wood Working Group attended, Messrs N Scott, R Burton, M Saunders and Mr and Mrs G Healy, with reference to item 18/19 161 To consider and approve the future management of Gerald's Wood, Wonersh. Mr Robert Burton then addressed the Council with an update of matters affecting their discussion.</p>
18/19 152	<p>Briefing by the <i>Safer Neighbourhood Policing Team</i> on matters of local interest or concern.</p> <p>There were no members of the police present and no report received.</p>
18/19 153	<p>To consider and approve the minutes of the Council meetings held on 8 and 21 November 2018.</p> <p>The minutes of 8th November 2018 were approved (proposed by Cllr Burdick). The minutes from 21st November were still awaited.</p>
18/19 154	<p>To receive progress reports about matters previously considered and approved by the Council.</p> <p>The Council received the progress report.</p> <p>ACTION The Clerk to ensure that the installation of the waste bin outside the Wonersh Village Shop is on the agenda for the February meeting.</p>
18/19 155	<p>To receive the approved minutes of the Planning Committee meetings held on 25 October, 15 November, 6 December and 20 December 2018.</p>

The Council received these minutes.

- 18/19
156** **Finance – to consider and approve the following:**
- (a) the list of receipt and payment vouchers in November 2018;**
The Council *RESOLVED* to approve these (proposed by Cllr Crouch);
- (b) the financial statements at end-October and end-November 2018;**
The Council *RESOLVED* to approve these subject to amendments (proposed by Cllr Band);
- (c) the 2018/19 budget to-date and anticipated budget heading outturns for the remainder of this financial year;**
The Council *RESOLVED* to approve this (proposed by Cllr Marley);
- (d) the 2019/20 council precept and budget;**
The Council resolved to approve this item subject to the Budget Column being amended to reflect the Forecast Budget outcome agreed at the October meeting, the precept to be set at £46,580;(proposed by Cllr Band)
- (e) the payment of £225.50 to Mr K Garvey for 20 additional hours of work for the Council from September to December 2018;**
The Council *RESOLVED* to approve this payment (proposed by Cllr Crouch);
- (f & g) the payment of £228 to Mr K Garvey as the Council’s *Responsible Financial Officer* for the period of 1 to 28 January 2019 (see also related item 160 below); and the payment of up to £220 to Mr K Garvey to support and advise the new *Clerk to the Council* during February 2019 (see also related item 160 below);**
The Council *RESOLVED* to approve these payments (proposed by Cllr Marley);
- (h) the payment of £156 for the new Clerk’s annual subscription to the *Society of Local Council Clerks (SLCC)* for 2019;**
The Council *RESOLVED* to approve this payment (proposed by Cllr Band);
- (i) the payment of up to £500 for legal advice about the proposed new lease for Wonersh Sports Pavilion to Wonersh Cricket Ltd;**
This payment is no longer required as Cllr Crouch has examined the proposed new Lease.
- ACTION- Cllrs Powell-Evans and Crouch to meet with Wonersh Cricket Club Representatives as soon as possible.**
- (j) the payment of £890 for the bi-annual professional report about the survey into the condition of trees throughout the parish for which the Council is responsible;**
The Council *RESOLVED* to approve this payment (proposed by Cllr Crouch);
- (k) the grant of £225 to Waverley Citizens Advice Bureau;**
The Council *RESOLVED* not to approve this grant;
- (l) the payment of £500 for maintenance of the pond at Shamley Green;**
- (m) the payment of £150 for cleaning of village roadside sign age;**
- (n) the payment of £450 for clearance of Wonersh Common ditch at Lawnsmead;**
The Council *RESOLVED* not to approve the above three payments and subject them to further consideration;
- (o)The payment of up to £5000 to repair part of the water drainage system under Wonersh Common.** The Council *RESOLVED* to approve the sum of up to £5000 for these repairs to be carried out (proposed by Cllr Payne).

	<p>ACTION- Cllr Burdick to write to the occupants of the eight adjacent cottages to update them on the situation.</p> <p>(p)The rescission of the Council's allocated reserves as recorded in the end-November 2018 financial statement and their replacement as follows:</p> <ol style="list-style-type: none"> 1. Future repair of the Grade II listed boundary wall of the closed burial ground at St John the Baptist Church , Wonersh - £15,000; 2. Future repair of water drainage system under that part of Wonersh Common Owned by the Council - £10,000; 3. Potential administrative costs relating to any future contested Council Election - £3,300; <p>The Council <i>RESOLVED</i> to approve all 3 items (proposed Cllr Marley);</p>
18/19 157	<p>Wonersh Garden Allotments – to consider and approve the following:</p> <p>(a) the rental agreement for the Wonersh allotments site for the period 1 April 2019 to 31 March 2020 between the Council (lessee) and the owner of the land (lessor, including the payment of £400 in annual rent by the Council to the owner of the land;</p> <p>The Council <i>RESOLVED</i> to approve (proposed Cllr Burdick);</p> <p>(b) confirmation of the annual rental charges for Garden allotment plots for 2019/20 to remain at the same level as for 2018/19;</p> <p>The Council <i>RESOLVED</i> to approve these charges (proposed by Cllr Band);</p> <p>ACTION – Cllr Burdick to produce a suggested 5 year plan for the March Council Meeting.</p> <p>(c) annual rental charges for Garden allotments with effect from 1 April 2020;</p> <p>In view of (b) above, this item to be postponed until March Council meeting;</p>
18/19 158	<p>To consider and approve recommendations by the Council's Planning Committee about: (a) unlawful development at <i>Blackheath Cottage</i>; and (b) proposals for the reopening of the former public house at Blackheath.</p> <p>The Council <i>RESOLVED</i> that both letters should be redrafted in line with comments made by Councillors.</p> <p>ACTION – Cllr Crouch.</p>
18/19 159	<p>To consider proposals for inclusion of sites within the parish as Assets of Community Value (ACV) and to approve the next steps.</p> <p>The Council <i>RESOLVED</i> to approve</p> <p>ACTION by Cllr Powell-Evans to establish the process for registering land as an ACV.</p>
18/19 160	<p>To consider the Parish Survey and to approve the next steps.</p> <p>The Council <i>RESOLVED</i> to await definitive copy from Louise Williams and upon receipt</p> <p>ACTION – Working Party to meet and review.</p>
18/19 161	<p>To consider and approve the future management of Gerald's Wood, Wonersh.</p> <p>All six recommendations tabled in the Gerald's Wood WP's report were approved. (proposed by Cllr Band). Cllr Powell-Evans then thanked the Working Group who will</p>

	continue to advise.
18/19 162	<p>To consider the issue of parking along Wonersh Common Road, including obstruction of the pavement and damage to the grass verge that is part of the designated commons, and to approve the next steps.</p> <p>The Council agreed that Cllr Crouch would draft a reply to the correspondent.</p> <p>ACTION – Cllr Crouch.</p>
18/19 163	<p>To consider the transfer of responsibility from Waverley Borough Council (WBC) to the Council for the maintenance of common land for which WBC is presently responsible and to approve the next steps.</p> <p>The Council <i>RESOLVED</i> to give permission to the Working Party to negotiate with Matt Lank (WBC) to transfer the maintenance to the Council and accept the recommendations (proposed Cllr Crouch)</p>
18/19 164	<p>To consider and approve the contract of employment between the Council and the new Clerk to commence on 28 January 2019, including the salary of the new Clerk for the period 28 January 2019 to 31 March 2020.</p> <p>The Council <i>RESOLVED</i> to approve both the contract and salary (proposed Cllr Band).</p>
18/19 165	<p>To consider and approve the programme of induction for the new Clerk to be undertaken by (a) the Chairman of the Council; and (b) the Chairpersons of the Council’s Planning, Personnel and Risk & Audit Committees.</p> <p>In the absence of the Chairman of the Council this item was not able to be discussed.</p> <p>ACTION – The Chairman to advise of his intentions as soon as possible. ACTION – The Committee Chairmen to advise the subjects they wish to be covered by the Clerk’s induction programme.</p>
18/19 166	<p>To consider and approve (a) the extension of Mr K Garvey’s present temporary contract of employment as the Council’s <i>Responsible Financial Officer</i> from 11 to 28 January 2019; and (b) a new temporary contract of employment for the month of February 2019 for the provision of additional support and advice to the new Clerk.</p> <p>The Council <i>RESOLVED</i> to approve both these contracts (proposed Cllr Band)</p>
18/19 167	<p>To receive reports by Members and the Clerk:</p> <p>(a) WBC Planning Forum; The Council received a verbal report from Cllr Payne</p> <p>(b) WBC Joint meeting with Town and Parish Councils. The Council was not represented at this meeting.</p> <p>ACTION – Councillors are advised to look at the former online from WBC.</p>
18/19 168	<p>Members’ business and correspondence for noting or including on a future agenda.</p> <ol style="list-style-type: none"> 1. An update on the Neighbourhood Plan 2. Comments on Bramley Parish Council’s Neighbourhood Plan. It was suggested each cllr be allocated a section. 3. The annual playgrounds inspection (due January 2019) 4. Production of a Newsletter to include a request for new councillors 5. Adverts in both Parish Magazines for new councillors 6. A need for the Personnel Committee, together with the Chairman to draft an induction programme for the new Clerk.

18/19 169	Dates of future meetings: Council: 14 February 2019 Planning Committee: 31 January & 21 February

Signed:

Date: 14 February 2019