

Wonersh Parish Council

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Minutes of the meeting of Wonersh Parish Council held on Thursday, 14 February 2019 at 7.30pm at Wonersh Sports Pavilion.

Present: Councillors M Band, O Burdick, G Payne, A Powell-Evans, R Weale; Borough Cllr M Goodridge, Louise Williams, Sergeant Clare Sutherland, PCSO Philip Snow

In attendance: Lisa Davison, Clerk to the Council

MINUTES

18/19 To consider and approve apologies for absence.

170

The Council received and accepted apologies for absence from Cllrs C Crouch, P Maggs, and R Marley.

18/19 Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code.

171

Cllr Powell-Evans declared a disclosable non-pecuniary interest in item 18/19 183

18/19 Open meeting for *members of the public* to raise matters of local interest or concern with the Council.

172

There were no members of the public

18/19 Briefing by the *Safer Neighbourhood Policing Team* on matters of local interest or concern.

173

Sergeant Clare Sutherland and PCSO Philip Snow attended the meeting. PCSO Snow reported a number of criminal activities in the Parish, since the start of the year, including:

- The theft of a Land Rover Defender
- The theft of a dumper truck
- Targeted phone calls to enable fraudulent transfer of funds

The vehicles are likely to be to 'stolen to order'; if you are an owner of specialist or plant vehicles, be aware of this.

The Neighbourhood Police team members are available to provide in person advice and support regarding telephone fraud. The Council were encouraged to link with local community groups likely to be targeted, often older people. The main advice was to put the phone down immediately if you suspect fraud.

The Police would also like the public to be aware that they are currently offering saddle marking to reduce incidences of theft targeting equestrian activities.

ACTION: Councillors to put Police in touch with local groups, so they can provide targeted, in-person advice and support. An article to be put in the Newsletter

18/19 Consider and approve the minutes of the Council meetings held on 21 November 2018 and 17 January 2019.
174

The minutes of 21 November 2018 and 17 January 2019 were approved (proposed by Cllr Burdick).

18/19 Receive progress reports about matters previously considered and approved by the Council.
175

The Council received the progress report.

18/19 Receive the approved minutes of the Planning Committee meeting held on 10 January 2019.
176

The Council received these minutes.

18/19 Finance – to consider and approve the following:
177

(a) the list of receipt and payment vouchers in December 2018 and January 2019;

The Council *RESOLVED* to approve these (proposed by Cllr Payne)

(b) the financial statements at end-December 2018 and end-January 2019;

The Council *RESOLVED* to approve these, subject to amendments (proposed by Cllr Band)

ACTION: Clerk to meet with Richard Holmes to advise on amendments

(c) printing of Vision for Wonersh Survey, £880 excluding VAT;

The Council *RESOLVED* to approve this subject to viewing the proposed survey (proposed by Cllr Powell-Evans)

ACTION: Cllr Crouch to circulate survey to Councillors.

(d) installing bin in front of Wonersh Village Shop, up to £100;

The Council *RESOLVED* to approve this (proposed by Cllr Burdick). Cllr Burdick to contact the relevant authorities to ensure the bin was placed appropriately.

ACTION: Cllr Burdick to arrange installation of bin

(e) application for online banking and Wonersh Parish Council debit card.

The Clerk advised the Council that Online Banking and Debit cards were each an option with the current bank, The Cooperative. However, the setup for dual signatures available with the Cooperative online banking meant that, even as a non-signatory, the Clerk could raise a bank transfer and just one other Councillor was required to agree to this. This is outside the Council's standing orders.

It was agreed that the Clerk would explore other online banking options where a non-signatory could raise a payment, and then two signatories were required for the payment to proceed. It was agreed that this would be discussed further at the next Risk and Audit Committee meeting, in April, before being discussed again at a Council Meeting.

18/19 178 Consider and approve a new lease between WPC and Wonersh Cricket Club for Wonersh Sports Pavilion.

The lease was signed by Cllrs Payne and Weale on behalf of Wonersh Parish Council, witnessed by Lisa Davison.

18/19 Allotments - consider and approve the following:

179 (a) future lease of the allotment field from Dr S Sullivan;

Cllrs Weale and Band to meet with Dr Sullivan on 19th February 2019 to discuss future plans and to reach a mutually convenient accord.

(b) a new five year plan for management of the allotments;

ACTION – Cllr Burdick to produce a suggested five year plan for the March Council Meeting.

(c) the rental charge for individual allotment plots for 2020/21.

In view of (b) above, this item to be postponed until March Council meeting;

18/19 180 Consider Bramley Parish Neighbourhood Plan and approve next steps.

Councillors applauded the efforts and achievements of Bramley Parish Council as demonstrated in their Neighbourhood Plan.

ACTION: The Council to commend Bramley Parish Council on their Neighbourhood Plan and inform the Bramley Clerk that whilst we had no formal comments the Wonersh PC had been very impressed with the document.

18/19 181 Review the council's website and public outreach strategy and approve the next steps.

Discussion focused primarily on the role of the website, with social media being viewed as secondary at this point in time. The current 'noticeboard' is seen as a place for statutory notices regarding consultations, for instance. This should be updated regularly by the Clerk with Councillor input. There was Councillor support for a further page for 'notices of community interest' to be developed during the next council year.

The Wonersh Parish Council newsletter was highlighted as important, as considered in 18/19 182 and 18/19 185

18/19 182 Consider items for the Council's next newsletter.

Councillors discussed a range of items to be included in the Winter newsletter for circulation in the Parish during February 2019.

ACTION: Cllr Weale to collate items within newsletter, send to print and arrange distribution in the villages

18/19 183 Consider further and approve recommendations by the Council's Planning Committee about: (a) unlawful development at *Blackheath Cottage*; and (b) proposals for the reopening of the former public house at Blackheath.

The Council approved the new drafts of each letter and advised that these should now be sent.

ACTION: Clerk, send letters

18/19 184 Consider further proposals for inclusion of sites within the parish as Assets of Community Value (ACV) and to approve the next steps.

Cllr Powell-Evans recommended that the Council NOT apply for sites in the Parish to be considered Assets of Community Value as, based on present information, it would not be realistic or beneficial.

18/19 185 To consider the Parish Survey and to approve the next steps.

This item was discussed after the report from the Police. Louise Williams presented the draft report to the Council. The report discusses a range of wider issues in part 1, with a more focused report on housing needs in part 2. There was some discussion about how the appendices of qualitative responses were presented. It was agreed that these should be edited with consideration for the privacy of the individuals who are currently easy to identify. Louise Williams requested Councillors comments on the current draft.

ACTION: Cllrs to send comments on draft report to Clerk

ACTION: Clerk to collate and feed back to L Williams

Cllr Payne voiced some concerns regarding how the postal survey was addressed and, as a result, some voices were missed. He highlighted that it is important that those who hold a view on the future plans for the area, should inform the actions of Parish Council. Whilst Louise Williams explained that 29% was a reasonable response to this kind of survey, in view of those who felt they had missed the opportunity to express their views, she offered to reopen the online version of the survey for two weeks and provide a separate report which summarises the additional responses only. An article to that effect would be included in the Newsletter.

ACTION: L Williams to reopen the online version of the survey

ACTION: Clerk to include a link to this on the Parish website

ACTION: Councillors to publicise further as required

ACTION: L Williams to provide a summary report on additional responses

18/19 186 Consider further and approve the future management of Gerald's Wood, Wonersh.

Deferred.

18/19 187 Receive update on Vision for Wonersh and approve the next steps.

Deferred

18/19 188 Consider and approve the date of the 2019 Annual Assembly.

The 2019/19 annual assembly is planned to take place in Blackheath. Following discussion 24th April was suggested as the preferred date for this to take place. Councillors agreed that the Police Officers and Police Community Support Officers are invited to discuss crime and Louise Williams the initial findings of the village survey.

18/19 Receive reports by Members and the Clerk:

189 • **Clerk's Training Day on 6 February 2019;**

The Clerk reported that the training day highlighted many aspects of good practice, already in place within Wonersh Parish Council and that this training complemented much of the one to one training provided by K Garvey. There is a follow up day on 13th March 2019, where the financial responsibilities of a Clerk are discussed in more detail.

• **WBC Election agents and candidates briefing on 7 February 2019.**

The Clerk reported that the focus of this was the timeline for candidates and election agents, the process to go through and signposting of further information.

ACTION: The Clerk to circulate the Briefing Note from this meeting to the current Councillors and individuals expressing an interest in standing for election.

18/19 Members' business and correspondence for noting or including on a future agenda.

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1. Cllr Powell-Evans updated the Council with the quote to fix the drains on the Platt. This was £12,000. There was some discussion as to whose responsibility this was given the drainage from the highways. Before any major expenditure was undertaken the Council would further discuss the matter with Surrey Highways.

ACTION: Cllr Powell-Evans to get three quotes for the required works and decide next steps

2. The Clerk reported on an email received regarding litter picking in Shamley Green. Councillors were aware of regular litter picks in Wonersh but not Shamley Green but they were supportive of the initiative and could provide equipment or signpost to Waverley Borough Council which also provides support for litter picks.

ACTION: Cllr Weale to respond to email

18/19 Dates of future meetings:

191

Council: 14th March 2019

Planning Committee: 21st February 2019, 14th March 2019

Signed:

Date: 14 March 2019