

Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

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

Present: Councillors G Payne, P Maggs and R Weale;
Sergeant Claire Sutherland, PCSO Philip Snow. Surrey Police

In attendance: One member of the public; Lisa Davison, Clerk to the Council.

MINUTES

18/19 191	To consider and approve apologies for absence. The Council received and accepted apologies for absence Cllrs M Band, O Burdick, C Crouch, R Marley and A Powell-Evans.
18/19 192	Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code. There were no declarations of interest.
18/19 193	Open meeting for <i>members of the public</i> to raise matters of local interest or concern with the Council. A member of the public was present to enquire about the future plans for the allotments. Cllr Weale reported that he and Cllr Band had met with Dr Sullivan and had a fruitful and friendly meeting. The rental agreement was extended a further year and during the next 12 months Dr Sullivan would be investigating the possibility of building on the allotments. However, if permission was granted, then Dr Sullivan assured the Council that there would be land made available for allotments. The member of the public also enquired into the plans for the noticeboard at the allotments, which is currently in need of repair to be operational. The Clerk highlighted that this was not on their list of Assets and would not be included in the Council noticeboards to be updated with summons agendas. The allotment holder stated an interest in using it for the allotment holders. Action: Cllr Burdick to obtain a quote to fix the noticeboard.
18/19 194	Briefing by the <i>Safer Neighbourhood Policing Team</i> on matters of local interest or concern. Sergeant Claire Sutherland and PCSO Philip Snow attended the meeting. They reported that there had been further thefts of plant vehicles, often from uninhabited renovation projects in remote locations. It was suggested that the Police contact Waverley Borough Council Planning Department to highlight to applicants, the potential risks to plant vehicles.

	<p>They also reported that there had been localised incidents of car crime, primarily in areas with easy access to a train station. Thieves are arriving on the last train of the day and leaving on the first train the following day. They are mainly stealing from vehicles but have on occasion stolen a vehicle. In some instances they are interfering with, and magnifying, the signal from electronic 'keyless entry' fobs. If you have one of these, putting your car 'key' in a faraday bag or a plastic bag in the fridge, will remove this option.</p> <p>The white powder on the streets around Shamley Green was confirmed as the markings for a run and was not dangerous to humans or animals.</p> <p>As discussed in 18/19 200, the Police have been invited to the Annual Assembly to discuss local issues, such as the above, and other local concerns, which may include but is not limited to: 'Nottingham Knockers'; saddle marking; telephone fraud.</p>
<p>18/19 195</p>	<p>Consider and approve the minutes of the Council meetings held on 14 February 2019.</p> <p>The minutes of 14 February were approved (proposed by Cllr Payne).</p>
<p>18/19 196</p>	<p>Receive progress reports about matters previously considered and approved by the Council.</p> <p>The Council received the progress report.</p>
<p>18/19 197</p>	<p>Receive the approved minutes of the Planning Committee meeting held on 21 February 2019.</p> <p>The Council received these minutes.</p>
<p>18/19 198</p>	<p>Finance – to consider and approve the following:</p> <p>(a) list of receipt and payment vouchers in February 2019; The Council resolved to approve these (proposed by Cllr Maggs);</p> <p>(b) financial statements at end-February 2019; The Council resolved to approve these, subject to amendments (proposed by Cllr Maggs);</p> <p>(c) payment of up to £220 for Kevin Garvey to support the new Clerk during the financial year end, and the new Parish Council year; The Council resolved to approve this (proposed by Cllr Payne)</p> <p>(d) payment of £12,000 for improvement of Drainage on the Platt; The Council resolved to defer this decision until the Council Meeting in April 2019</p> <p>(e) payment of up to £750 annually for Employer's liability insurance (expires 31st May 2019); and The Council highlighted that there was a further year of Employer's Liability Insurance available through the existing, three year arrangement with AXA.</p> <p>Action: Clerk, confirm with AXA</p> <p>(f) payment of £99 + VAT for ILCA training for the Clerk. The Council resolved to approve this (proposed by Cllr Payne)</p>

<p>18/19 199</p>	<p>Allotments - Consider and approve the following:</p> <p>(a) outcomes of meeting with Dr Sullivan and future plans; Cllr Weale reported that he and Cllr Band had a positive meeting with Dr Sullivan. They were reassured that the provision of allotments in Wonersh would continue, and this would definitely be at the current site for the next two years and, if development is not feasible, probably in the longer term also. So the status of the allotments is secure but there are some potential changes in the medium term.</p> <p>(b) a new five year plan for management of the allotments; and The Clerk tabled a report for the management of the allotments over the next five years, whereby it stated that Council's intention is to ensure that allotments continue to be available in the Parish and operate without subsidy, considering the income and expenditure on a rolling three year basis.</p> <p>(c) the rental charge for individual allotment plots for 2020/21. On the basis of the above, Cllrs unanimously agreed that rents are to be maintained at current levels for the 2020/21 year. This is in order to remain attractive to current and potential users during a period of potential change. It is of note that this ensures that income reflects planned budgets but does not allow for increased maintenance budgets without subsidy.</p> <p>All existing allotment holders and future potential allotment holders will be informed of the status of the allotments, and the proposed freeze in rental costs for the 2020/21 period, prior to the end of March 2019.</p> <p>Action: Cllr Burdick and Clerk to allocate available plots to waiting list Action: Clerk to contact existing and potential allotment holders</p>
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<p>18/19 200</p>	<p>Consider and approve next steps for the Annual Assembly on 24 April 2019.</p> <p>The following presenters were proposed and agreed for the Annual Assembly:</p> <ul style="list-style-type: none"> • Sergeant Clare Sutherland and PCSO Philip Snow, The Police • Louise Williams, Surrey Community Action • Waverley Rangers <p>It was agreed that, following the Chairperson's annual report, each would be invited to present for ten minutes and then be available to speak to attendees after the formal presentations.</p> <p>The following organisations will also be invited to present their annual reports and have a display board and be available to speak to attendees:</p> <ul style="list-style-type: none"> • Trustees of Gerard's Wood • Trustees of Wonersh United Charities • Trustees of Wonersh Shop <p>Councillors will each bring food; wine and soft drinks will be available.</p> <p>Action: Clerk to invite presenters and trustees of local interest. Action: Cllr Payne to provide projector and screen. Action: Clerk to arrange drinks. Action: Councillors, attend and bring food.</p>
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18/19 201	<p>Consider and approve next steps for drainage of the Common towards The Platt, Wonersh.</p> <p>Deferred until April 2019</p>
18/19 202	<p>Consider and prepare for Wonersh Parish Council Elections and induction of new councillors.</p> <p>Councillors discussed the existing and planned avenues for encouraging people who live or work in, or near, the Parish to stand for election. Councillors who plan to stand again, and those who do not, are each encouraging others to stand alongside them, or in their place. Noting that whilst the Parish has three wards, it is not necessary to live within the ward you are elected for.</p> <p>Councillors not standing for election again are encouraged to return their induction folders in due course. This means that they can form the basis of the induction packs for the new councillors, subject to updated material where applicable.</p> <p>Cllr Weale also highlighted that training is available through other bodies, including Waverley Borough Council and SSALC.</p> <p>Action: Councillors to return their induction folders if they are no longer standing for Council, May 2019.</p> <p>Action: Clerk to plan new councillor inductions within the Parish and summarise provision available from other organisations, April 2019.</p>
18/19 203	<p>Consider the projects to be included in an updated Waverley Borough Council Infrastructure Delivery Plan with consideration for Community Infrastructure Levy expenditure.</p> <p>Waverley Borough Council shared an earlier version of their Infrastructure Delivery Plan and is requesting Parish Council input as to further projects they would like to see in their local area. These are intended for an updated Infrastructure Delivery Plan. Whilst there is no guarantee these works will be completed, they will be help identify opportunities to invest money from developers CIL.</p> <p>The Council discussed the low level of CIL money expected within the Parish but also the impact of expanding areas upon the local infrastructure, with increased traffic passing through. There was speculation as to whether CIL money received by Waverley Borough Council might be available to assist with this.</p> <p>It was agreed that Cllrs Crouch and Band would coordinate a response from all Councillors.</p> <p>Action: Councillors to provide suggestions of infrastructure projects which could benefit the Parish to Cllrs Crouch and Band.</p> <p>Action: Councillors Crouch and Band to coordinate response to Waverley Borough Council.</p>
18/19 204	<p>Consider Wonersh Village Fair Committee's request for permission to hold the Wonersh Village Fair on Wonersh Common outside the Pavilion on 7th July 2019</p> <p>Councillors resolved unanimously to grant permission to the above request.</p>

<p>18/19 205</p>	<p>Consideration and approval of the survey of Parish Council trees.</p> <p>The Council noted that, since there was no tree requiring urgent attention, discussion should be deferred to April 2019.</p>
<p>18/19 206</p>	<p>Receive reports by Members and the Clerk:</p> <ul style="list-style-type: none"> • Report from the Commons Working Party; Cllr Powell-Evans had previously circulated to the Council a report on the current status of the Commons which the Council is responsible for in the Parish. She met with the contractor to agree the work to be completed as part of the maintenance agreement. • Report from the Woodland Working Group; In a written report, Cllr Crouch requested comments upon drafts versions of the Agreement between WPC and WWG, the WGG Action Plan and Vision Statement, circulated to the Council on 4 March 2019. These are to be adopted following the April 2019 Council Meeting. <p>Action: Councillors to comment on by 26 March 2019, so final versions can be circulated in advance of the April Council Meeting.</p> <ul style="list-style-type: none"> • Report from Vision for Wonersh; Cllr Crouch reported that the survey is currently underway. The key document is on the website. A number of responses have been received by the Clerk. There are some concerns that not every household in Wonersh has received a pack, so further details of the survey will be uploaded onto the website. Once the Survey is complete the priority will be to determine next steps. <p>Action: Clerk to provide full survey details for Vision for Wonersh on Parish Website.</p> <ul style="list-style-type: none"> • SLCC Surrey Branch Meeting on 1 March; The Clerk reported that the Clerks received a presentation from Grasstex who Cranleigh Parish Council employs for some of their maintenance work. The Police County Commander for Waverley was also present, who highlighted the challenges in policing a predominantly rural area, with relatively low crime levels, thus effecting policing levels and access times. He also highlighted the upcoming events, influencing the 'Policing your Community' locally, the first being at Rodborough School in Waverley on 21 March 2019. Cllr Weale highlighted the importance of having Councillor presence at that event if possible. <p>Action: Councillors to attend the 'Policing your Community' event</p> <ul style="list-style-type: none"> • Shamley Green Newcomers' Event on 5 March 2019; and Cllr Weale reported that the event was well attended and an enjoyable opportunity to meet people new to the Parish and other organisations involved in the community. He reported that some attendees were interested in contributing more to their Parish Council and many enjoyed finding out more about what we do. • Clerk's Training Follow-up Day on 13 March 2019. The Clerk reported that the follow-up day focused primarily upon end of year financial reporting and the roles of internal and external audit. Again this complemented the support available locally through Kevin Garvey and the Council. Kevin's ongoing support has been approved in 18/19 198(c)

<p>18/19 207</p>	<p>Members' business and correspondence for noting or including on a future agenda.</p> <p>The Clerk reported that she had received the Corporate Governance questionnaire from the internal auditor for the Chairman to complete in advance of the internal audit on 20 May 2019.</p> <p>Cllr Weale reported that the bin near Wonersh Shop was scheduled to be fitted shortly.</p> <p>Cllr Weale also reported that he had received a number of complaints regarding a pizza van, which parked at the Arbuthnot Hall on a weekly basis. The main concern was the noise from the generator was disturbing local residents.</p> <p>Action: Clerk to contact Waverley Borough Council regarding licencing and noise complaints.</p> <p>Cllr Maggs reported that fibre optic broadband was coming to Blackheath and areas in the Parish could also benefit from improved connectivity. B4SH are presenting at Blackheath Village Society Annual General Meeting.</p> <p>The following matter have been deferred from this meeting until the April 2019 Council Meeting</p> <ul style="list-style-type: none"> • Drainage of the common towards the Platt and associated expenditure • Survey of Parish Trees <p>And the following matters are also being considered:</p> <ul style="list-style-type: none"> • Wonersh Parish Survey results and approval of next steps • Wonersh Woodland Group adoption of agreement, action plan and vision • Vision for Wonersh, preliminary results and approval of next steps. • Finalising arrangements for the Annual Assembly • Planned distribution of newsletters • Arrangements for Internal Audit
<p>18/19 208</p>	<p>Dates of future meetings:</p> <p>Council: 11 April 2019</p> <p>Planning Committee 4 April 2019</p>

Signed: *Rod Weale*

Date: 16 May 2019