

Shere Parish Council



COUNCIL MINUTES

Thursday 9th January 2025, Tanyard Hall, Station Road, Gomshall GU5 9LF

Present: Councillors R Davey (Chair), P Tompkins, B Harrap, M Taylor-Cotter, T Florent, J Hutton, W Esplen, J Cross, R Findlay, R Smith and G Reffo

Guildford Borough Council (GBC) Councillor and Surrey County Council (SCC) Councillor B Hughes

Two members of the public

Clerk & RFO S Hoyland

24.107 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – Councillor M Keeble and GBC Councillor D Newson. GBC & SCC Councillor B Hughes sent apologies for being late

24.108 To welcome Councillor R Findlay as newly elected councillor for South East Ward (Holmbury St Mary) – the Chair welcomed Councillor R Findlay onto the council

24.109 To note that Chris Carlisle had resigned as councillor and no election has been called by residents, the council to consider advertising for co-option – the Chair formally acknowledged and thanked C Carlisle for his hard work for the whole Parish and Holmbury St Mary Ward. Agreed to begin the Co-option process

24.110 Approval of the Minutes of the Council meeting held on [7th November 2024](#) – Agreed and Signed as a Correct Record

24.111 Declaration of Disclosable Pecuniary Interests (DPIs) Declarations by Councillors on any of the agenda items below in accordance with The Localism Act 2011, ss.27-34 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464) – **None**

24.112 Brief Report from Surrey County Council (SCC) Councillor on matters from Surrey County Council affecting Shere Parish – postponed to later in the meeting

24.113 Brief Report from Guildford Borough Council (GBC) Councillors on matters from Guildford Borough Council affecting Shere Parish - postponed to later in the meeting

24.114 Questions or requests from members of the public to the Council in relation to the business on the agenda or future items for discussion – a member of the public from Holmbury St Mary spoke of their difficulty of using their driveway due to parking opposite on Holmbury Hill Road and stressing that a fire engine would not be able to get through – Agreed a sign asking people not to park opposite the drive

GBC & SCC Councillor B Hughes arrived and gave the following report (items 24.112 & 24.113):

- Funding has been agreed for speed and volume analysis of traffic in Holmbury St Mary following the last traffic calming. A site meeting was agreed to look at what else could be done

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- Was arranging a meeting with a flood engineer to discuss Pursers Lane, Peaslake and Felday Glade (by the green) in Holmbury St Mary.
- The faded road markings on Gomshall Lane in Shere were due to be redone
- The part pedestrianisation of The Square, Shere was due to take place on the 16th January 2025
- It is hoped that Surrey would be in the first phase of becoming a Unitary Authority. SCC would carry out a consultation which would include Parish Councils. The Surrey Association of Local Councils was being asked what the main issues were. Chair R Davey stressed that more enforcement was needed at a local level. It was reported that there would be a £300m saving per year in Surrey if there was a unitary authority. Councillor R Smith asked if Surrey would be divided and it was thought that it probably would be.

Councillor G Reffo asked that when Peaslake Lane is closed 14-17th January that traffic is not diverted along Burchets Hollow which is unsuitable

Councillor R Findlay asked that enforcement took place on the landowners adjacent to White Down Lane, the flooding there was serious. Motorists could not tell how deep the flood water was and were getting stranded.

Councillor W Esplen raised the issue of road closed signs left on the road after roadworks had been completed and not enough information on the road closed sign about where the works were actually taking place.

24.115 Finance Matters 2024/25 – November & December 2024

- a) **Approved** income of £11,133 and expenditure of £16,554.54 for the month ended November 2024 ([Appendix 1](#)) and Lloyds income of £8,698.93 and expenditure of £24,217.26 and Unity Bank Income of £416.26 for the month ended December 2024 ([Appendix 2](#))
- b) **Approved** Lloyds Credit Card cashbook transfer and cashback of £820.22 and expenditure of £626.18 for November ([Appendix 3](#)) & cashbook transfer, cashback of £757.17 and expenditure of £603.73 for December 2024 ([Appendix 4](#))
- c) **Noted** bank reconciliations and statement balances (including credit card) for months ended November & December (Appendix 5)
- d) **Noted** [income and expenditure against budget](#) and [earmarked reserves](#) to end of December 2024 (Appendix 6)
- e) **Noted** [VAT expenditure for November & December 2024](#) (Appendix 7)
- f) **Ratified** the purchase of the replacement VAS £2,645 from Stocksigns following the theft and subsequent insurance claim (£2,520 received, full cost less £125 excess) (Road Traffic Reg Act 1984 s 72)
- g) **Approved** use of Tanyard Hall Earmark Reserve until end of financial year for regular costs ([Appendix 8](#))
- h) **Approved** use of General Reserves for regular IT costs until the end of the financial year ([Appendix 9](#))
- i) **Approved** use of General Reserves for regular office incidental costs until the end of the financial year ([Appendix 10](#))
- j) **Noted** that the agreed precept requirement was sent to Guildford Borough Council 26.11.24 and that [the LCTSS Grant had](#) been reduced to £303
- k) **Ratified** a 5-year agreement with Rialtas for Year End Close £864 and Annual Support and Maintenance
- l) **Ratified** the election cost payment of £4,010.87 to Guildford Borough Council
- m) Wellers Law Group LLP – to consider invoice of £350 ex VAT for works on original Belmont/HSM Football pitch lease 2019 - **Agreed**

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24.116 To consider the following items and agree resolutions where appropriate:

- a) Peaslake flooding – to [Received report from Councillor G Reffo](#) and consider the recommendations included – **Agreed Recommendations, Councillor G Reffo to work with Clerk to identify the areas to be checked and added to Contractor’s monitoring. SCC officer in contact with Councillor T Florent regarding the medium to long term recommendations**
- b) Peaslake Farm development – to consider [proposed public update](#) drafted by the Chairman – **Agreed** to postpone to February meeting, to take into account councillors comments
- c) **Agreed** amended [proposed meeting dates for 2025-2026](#) except the May General Purposes meeting which will be moved to June, date to be agreed. Evening or daytime meeting to be agreed by the committee
- d) **Agreed** changed Annual Parish Meeting to the 3rd April 2025 (previously 10th April 2025)
- e) Old Fire Station Toilets – **Reviewed** quote for [technical drawings and tender process](#) – **Agreed** after Planning Permission had been agreed.
- f) To Consider quote for [planning drawings for potential Tanyard Hall works](#) to install a lift and make the upstairs useable for the Drop-in - **Agreed**
- g) Parking Area, HSM (opposite garage) – to consider [quote for works to improve the surface £2,100 ex VAT](#) – **Agreed these works were needed now but further works could be considered by Full Council in the future. Agreed to be added to the Parish magazine report**
- h) GBC New Housing Strategy and Homelessness and Rough Sleeping Strategy – to consider [replying to survey](#) – **Agreed** Councillors to individually to reply from themselves

24.117 Media & Communication Committee – Agreed Councillor R Findlay as January Councillor of the month for short video and on the suggested topic of parking area resurfacing in Holmbury St Mary

24.118 To consider the following Policy:

- a) [Policy Statement of Internal Control and Annual Review of Effectiveness of Internal Control](#) – **Agreed to Readopt**

24.119 Date of next meeting: 7.30pm Tuesday 11th February 2025 at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF

Meeting Closed 9.21pm