



# SHERE

## PARISH COUNCIL

### COUNCIL MINUTES

**Tuesday 13<sup>th</sup> January 2026 held at Tanyard Hall 30 Station Road Gomshall GU5 9LF.**

**Present:** Councillors P Tompkins (Chair), B Harrap, J Hutton, T Florent, Q Jayne, G Reffo, W Esplen, J Cross and R Davey

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

Fifteen members of the public

Clerk & RFO S Hoyland

**25.94 Noted Councillor M Keeble has stepped down from Vice Chair and to appoint a new Vice Chair** (who will automatically also join the Finance Committee, Human Resources Committee and Media and Communications Working Group, if not already a member) – **Councillor T Florent Proposed by Councillor G Reffo and Seconded by Councillor Q Jayne – Councillor T Florent Appointed as Vice Chair.**

**25.95 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972) – Councillors M Keeble, R Findlay and R Smith.**

**25.96 Approval of the Minutes of the Council Meeting held on the [6<sup>th</sup> November 2025](#) - Approved and Signed as a Correct Record.**

**25.97 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**

**25.98 Brief Report from Surrey County Council (SCC) Councillor and Guildford Borough Council (GBC) Councillors on matters affecting Shere Parish.**

**Surrey County Council Councillor B Hughes Reported the following:**

- A highly effective site meeting had taken place in Shere regarding dangerous parking. Additional double yellow lines (dyls) had been proposed and plans and a consultation would be forthcoming.
- A site visit had taken place on Pursers Lane in Peaslake with a resident who used a mobility scooter, to review the state of the footpaths. This was now being pursued with the relevant SCC department.
- It had been brought to their attention of tree felling on land around Goose Green, Gomshall – it was **Noted** that this was on land where there was no legal owner identified and the trees had been removed for safety, by residents.
- Kings Court, Gomshall – it was **Noted** that Tree Preservation Orders had been agreed on some trees but there was concern a local developer would not respect this.
- Train level crossing – it was **Noted** than none of the level crossings in the area were working correctly since the upgrade. The barriers are either staying down too long or not opening. SCC Councillor B Hughes was meeting with the Rail Company to try and get the situation resolved.
- It was **Noted** that planning applications were taking longer than they should and performance by GBC Planning was poor.

**Guildford Borough Council Councillor D Newson reported the following:**

- There were no updates on the local government reforms. Councillors were not being informed and they were still very worried about the debt situation for the new Unitary Authority. No updated timetable had been provided.
- Fly tipping on Hound House Road was still there and they were trying to establish the landowner.
- It was **Noted** that dyls, although important for safety can cause an increase in the speed of vehicles and therefore it is not a straightforward issue. It was acknowledged that enforcement is a huge issue.

**25.99 Questions or requests from members of the public to the Council in relation to the business on the agenda or future items for discussion.** It was acknowledged that most members of the public were present for two items, and it was **Agreed** to bring these two items forward on the agenda:

**25.101 (a) Surrey Hills All Saints Primary School [Proposed Admission Changes](#) and [request for support](#) from Peaslake School – to consider [responding to consultation](#) with [draft response](#).** A member of the public summarised the situation – **Agreed the draft letter, to reply to the consultation and to copy in the Director of Education and Chairman of the Childrens Committee.**

**25.101 (b) Shere Car Park Charging** – Motion (Submitted by Councillors G Reffo, J Cross, T Florent, P Tompkins as per Standing Orders) to consider cancelling (requested by the businesses) the agreed six-month trial of no parking fees 9am-12 Noon on a Tuesday, Wednesday and Thursday morning due to take place from January to the end of June 2026 (agreed September 2025) and to consider [the new proposal from the Shere businesses](#) – A lengthy discussion took place regarding the proposal between members of the public and the councillors. The following was **Agreed**:

- to cancel the previously agreed 6-month trial.
- Councillor W Esplen and the Business owners to model the different options for price increases on Fridays, Saturdays, Sundays, and Mondays to allow for potential free parking on Tuesdays, Wednesdays, and Thursdays, while maintaining income from the carpark for community projects. Data to be reported to February Full Council meeting for consideration.

Eleven members of the public left the meeting.

**25.100 Finance Matters 2025/26  
November & December 2025**

- a) **Approved** income of £9,701.92 and expenditure of £19,302.12 for month ended November 2025 ([Appendix 1](#)). **Approved** Lloyds income of £10,059.48, Unity Income of £556.77 and expenditure of £13,548.60 for month ended December 2025 ([Appendix 2](#))
- b) **Approved** Lloyds Credit Card cashbook transfer and cashback of £842.34 and expenditure of £427.99 for November 2025 ([Appendix 3](#)) and cashbook transfer and cashback of £343.50 and expenditure of £246.40 For December 2025 ([Appendix 4](#)).
- c) **Noted** bank reconciliations and statement balances (including credit card) for months ended November and December 2025 (Appendices 5 & 6).
- d) **Noted** income and expenditure against budget and earmarked reserves to end of December 2025 ([Appendix 7](#)).
- e) **Noted** VAT expenditure for November and December 2025 ([Appendix 8](#))

- f) **Agreed** that Council is happy to consider [an investment request](#) from Broadband for the Surrey Hills (B4SH) in the forthcoming financial year.
- g) **Noted** the Guildford Borough Council Bin Emptying Invoice was paid £3,405 (same as last year plus the addition of the one bin reintroduced into Holmbury St Mary by the pump, agreed by General Purposes Committee 10.6.25 25/GP13 and Full Council 10.7.25 25.52(b))
- h) **Noted** that the [agreed precept requirement](#) was sent to Guildford Borough Council 8.12.25 and that the LCTSS Grant had been completely stopped.

**25.101 To consider the following items and agree resolutions where appropriate:**

- a) Surrey Hills All Saints Primary School [Proposed Admission Changes](#) and [request for support](#) from Peaslake School – to consider [responding to consultation](#) with [draft response](#). – Considered earlier in the meeting.
- b) Shere Car Park Charging – Motion (Submitted by Councillors G Reffo, J Cross, T Florent, P Tompkins as per Standing Orders) to consider cancelling (requested by the businesses) the agreed six-month trial of no parking fees 9am-12 Noon on a Tuesday, Wednesday and Thursday morning due to take place from January to the end of June 2026 (agreed September 2025) and to consider [the new proposal from the Shere businesses](#) - Considered earlier in the meeting.
- c) Fruit and Vegetable Stall - [considered proposal](#) as agreed at June 2025 meeting, [including list of potential products](#) – **Not Agreed** on the basis that the Pound should not be used for commercial activities and the desire not to support an activity which could impact the viability of the CO-OP, which is considered essential to the community.
- d) [Holmbury St Mary Cricket Club Track](#) – considered [grant application](#) which also leads to football pitch – **Agreed**.
- e) Considered [proposed meeting dates for May 2026 – April 2027](#) – **Agreed**.
- f) Annual Parish Meeting in April – Considered inviting the recipients of grants from the council in 2025/26 to come and give a short talk at the meeting as our guest speakers – **Agreed**.
- g) Peaslake Farm – received update from English Rural and request for certain assurances to move forward with a project for affordable housing on Peaslake Farmyard – **Agreed** to delegate to the Chair and Vice Chair to have a zoom meeting with English Rural to discuss the project and draft a suitable response for councillors to consider via email for a speedy response. To be ratified at the February meeting.
- h) Traffic Safety:
  - Holmbury St Mary Traffic Safety – feedback not received from SCC regarding the site meeting on the 7<sup>th</sup> November 2025 – SCC B Hughes **Agreed** to chase.
  - Shere traffic and parking - to receive feedback from SCC following the reports concerning dangerous parking – it was reported earlier in the meeting that new dyls were being proposed and a consultation would follow. It was stressed that enforcement was vital, especially outside the CO-OP where there was a 20-minute restriction and SCC Councillor B Hughes confirmed that there would be engagement with the enforcement team.
- i) Tanyard Hall (TH) [accessibility lift extension](#) – Considered the following items:
  - **Received** valuation of Tanyard Hall and Valuation for the rental of downstairs hall (if let out after potential lift extension) ([Appendix 9](#)).
  - **Received** [business case](#) for lift extension.
  - **Received** [explanation of how the extension will reduce the flood risk](#)



- **Received** Fire regulation report and risk assessment – **Agreed** to request a better evacuation plan for people with mobility issues and wheelchair users when using the upstairs hall if the lift extension project is approved.
- Considered instructing architect to complete plans and submit planning application £1,200 ex VAT plus any application fees & specialist planning advice/reports which would be charged separately if required – **Agreed** to conduct concurrently with fire evacuation plan.

It was **Noted** that the project would be subject to the Project Prioritisation Policy before a final decision was made.

- j) [Draft Project Prioritisation Policy](#) – Considered adopting and adding to the Strategic 3-Year Plan – **Agreed**.
- k) [Community Governance Review for the unparished urban area of Guildford - Stage 2 - Guildford Borough Council](#) – Considered replying to the consultation request for the formation of a parish council central Guildford – **Delegated** to the Chair and Clerk.
- l) Considered [Grant Application from Shere Parochial Church Council](#) for half of the upkeep of cemeteries £2,229.03 (Local Government Act 1972 s 214 (6)) – **Agreed**.

**25.102 To consider the following Policy:**

- a) [Policy Statement of Internal Control and Annual Review of Effectiveness of Internal Control](#) – **Readopted**.

**25.103 Media & Communication Committee** – considered January Councillor of the month for short video and on an agreed topic – **Agreed** Councillor W Esplen on the topic of liaising with business owners over car park charging.

**25.104 Date of next meeting changed to 7.30pm Tuesday 10th February 2026 at Holmbury St Mary Village Hall Felday Glade, Holmbury St Mary**

**Meeting closed 9.32pm**