



Shere Parish Council
*Serving the villages of Gomshall,
Holmbury St. Mary, Peaslake, Shere and
a large part of Abinger Hammer*

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Tanyard Hall
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General Purposes Committee Meeting
Tanyard Hall – Thursday 13th February 2025, 1pm

MINUTES

Present – Councillors M. Keeble, P. Tompkins, G.Reffo
Assistant Clerk – C. Lawrence

24/GP40	Apologies – Councillors R. Smith, R. Davey, & M. Taylor-Cotter. Cllr J. Hutton absent.
24/GP41	Declaration of Disclosable Pecuniary Interests (DPIs) Declarations by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464) – None.
24/GP42	Approval of the Minutes of the General Purposes Committee held on Thursday 24th October 2024 – Approved and signed as a correct record.
24/GP43	SHORT ADJOURNMENT TO ENABLE THE PUBLIC TO ADDRESS THE COMMITTEE - None present.
24/GP44	Finance - to receive a report from the Clerk & Responsible Financial Officer – A short report was given by Chair M. Keeble. Report noted.
24/GP45	Policies - To review and consider to recommend to full council to readopt the following: It was agreed that the following policies be recommended to full council to readopt: <ul style="list-style-type: none">• Health & Safety• Terms of Reference• Risk Management Policy and Risk Register• Environment Policy
Land & Property Maintenance:	
24/GP46	OFS Toilet Refurbishment – to receive an update on progress. Cllr Keeble reported that he was meeting with the architect for an update.
24/GP47	Scudges behind Peaslake play area – to decide what works should go ahead at the scudges and make a recommendation to full council. To discuss parameters of a risk assessment. To receive a report from Cllr Reffo. The Assistant Clerk informed the committee that the scudges had been temporarily closed off. It was AGREED that the Assistance Clerk email Peaslake School informing them and asking that they let parents and students know. It was AGREED that quote 9531 for £2016 for the fence be accepted and cost taken from Project Contingency. It was AGREED that the Assistant Clerk be granted delegated authority to get a path made around the fallen tree if the works cost £500 ex VAT or less. It was AGREED that quote 8841A for £950 be accepted and cost taken from Tree Works. The report on the scudges was noted.

It was **AGREED** that the draft Risk Assessment be used as a starting point and once the works agreed above had taken place, the Risk Assessment would be reviewed.

It was **AGREED** that a letter be written to the Diocese in line with the lease informing them of the works taking place above.

24/GP48 **Manorial Land Horsham Road, Holmbury St Mary (HsM)**– to consider if bollards should be installed to deter parking.

It was **AGREED** that the Assistant Clerk email the HsM councillors to seek their views and subject to their views, the committee agreed the installation of the bollards.

24/GP49 **Old Speed Camera Equipment** – to consider the disposal of the old equipment which has been replaced by new equipment.

It was **AGREED** to sell the old equipment on EBay and if unsuccessful, to dispose of them at the recycle centre.

24/GP50 **Sign at Rectory Lane, Shere** – to decide if the quote for replacing the wooden posts on the street sign be agreed.

It was **AGREED** that the Assistant Clerk be granted delegated authority to have the posts changed if the cost was under £200 ex VAT.

24/GP51 **Tenders for Maintenance Contracts 2025-2028** – to review and recommend to council, all tenders to be advertised:

- Grass Cutting
- Old Fire Station Cleaning
- Parish Maintenance with amendments to Peaslake Drain/Ditch Clearance
- Tanyard Hall Cleaning

It was **AGREED** that changes be made to the Grass Cutting and Parish Maintenance tenders and then recommended to full council for approval.

Playground Matters:

24/GP52 Annual Playground Inspections – to review results and discuss items for action, and to consider quotes for the following replacement equipment at Shere/Millennium/Tower Hill play areas.

It was **AGREED** that quote 7492 for £1360 for the play areas be accepted and cost taken from Play Areas – repair and replace.

Local Highway Work & Highways Issues:

24/GP53 None.

Other:

24/GP54 To acknowledge the thanks from the Ukraine Mission for the donation of the old defibrillators.

Noted, Cllr Keeble to provide a photo for the next Parish magazine.

Questions from Parish Councillors - for noting for next agenda.

- Evaluation from parishioners regarding feedback on major works taken place in the villages.
- Risk Assessment.
- Improve & widen pathway from Franks Field up to the children's play area in Peaslake.

24/GP55 **Date of Next Meeting** – Tuesday 10th June 2025, time to be agreed, at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF – **AGREED to Tuesday 10th June 2025 at 7.30pm.**

The meeting ended at 2.23pm
