



Minutes of the meeting of Wonersh Parish Council held on Thursday 12 March 2020 at 7.30 pm at Wonersh Sports Pavilion

Present: Councillors Rob Ellis, Chris Howard, Stephen Lavender, Anthony Shutes and Rod Weale.

In attendance: Lisa Davison, Borough Councillor Michael Goodridge, PCSO Snow and two PCSOs undergoing training.

19/20 219 Consider and approve apologies for absence.

The Council received and approved apologies from Cllrs Band and Crouch

19/20 220 Wonersh Parish Code of Conduct – Declarations of disclosable interests

There were no disclosable interests to declare.

19/20 221 Open meeting for members of the public to raise matters with the Council.

There were no members of the public present.

19/20 222 Briefing by the Safer Neighbourhood Policing Team on issues of local interest and concern.

The Council received a report from PCSO Oliver. Cllr Lavender queried a further burglary in Blackheath, which, given the position of the property in the village had been filed under Guildford. These are included in Appendix A.

The main advice being to secure outbuildings with locks, chains and bolts, placing more valuable items in the house. CCTV, alarms and hostile planting, planting of, e.g. hawthorn or holly, are also deterrents. With respect to vandalism to vehicles alarms and dashcams can assist and CCTV from properties depending upon parking arrangements.

Cllr Lavender also requested details of the speeding incidences captured by the police officers completing regular speed monitoring in Wonersh. PCSO reported that this should be possible.

Action: Clerk to follow up on the offer of speeding data in the parish.

19/20 223 Consider and approve the minutes of the Council meeting held on 9 January 2020.

These were approved at the last meeting. Approval of the February meeting will take place in April or a subsequent meeting, where it is an agenda item.

19/20 224 Receive progress reports about matters previously considered and approved by the Council.

These were received.

The Council discussed the planned treeworks in the Shamley Green conservation area with consideration for a difference in opinion between the tree surveyor and the Landscape and Tree Officer at Waverley Borough Council. The Council expressed an interest in protecting healthy trees, where this is the case, but is bound to respond to the results of the tree survey with consideration for the health and safety and public liability.

Action: Clerk to request an update on the discussion between the tree surveyor and council officer and, should this differ, write to WBC clarifying the position with respect to liability.

The Council discussed the request to reinstate a pathway appearing on the deeds of a property bordering common land in Parish. This does seem to be the case from the deeds, however Councillor knowledge suggests that it has been over 30 years since a path has been in existence and without photographic evidence impossible to verify definitively. The Council agreed unanimously that, with a restricted budget, a path benefiting a small number of households, which enclosed common land (which requires agreement of the Secretary of State) in an area already experiencing poor drainage and flooding would not be a priority. Projects of wider public benefit are a priority.

Action: Clerk to respond to resident.

19/20 225 Receive the approved minutes of the Planning Committee meetings held on 04 February 2020.

These were received.

19/20 226 Finance – consider and approve the following:

(a) the list of receipt and payment vouchers in February 2020;

The Council resolved to approve this (proposed by Cllr Weale).

(b) the end February 2020 financial statements;

The Council resolved to approve this (proposed by Cllr Weale).

(c) payment of up to £200 for the Wonersh Working Party, to fund initiatives developed in response to the Parish Survey and follow up activities;

The Council resolved to approve this (proposed by Cllr Shutes) as a contribution to the 'Wonersh Connections.' website and publicity and marketing marketing materials, developed by the Communication and Engagement Working Group in Wonersh.

(d) payment of up to £200 for the Shamley Green Working Party, to fund initiatives developed in response to the Parish Survey and follow up activities;

The Council resolved to defer this, pending details as to what funds will be invested in.

(e) payment of up to £50 for attendance for two people at the Voluntary Action South West Surrey 2020 conference;

(f) payment of £708.33 (+VAT) for legal advice relating to the Shamley Green community room. (£650+VAT previously agreed, 19/20 132 (d));

The Council resolved to approve this (proposed by Cllr Howard)..

(g) payment of a grant up to £250 to the Air Ambulance, Kent, Surrey, Sussex; and

The Council resolved not to approve this as the budget for grants had been allocated to organisations providing a direct benefit to residents of the parish.

Action: Clerk to respond, explaining the reason for the decision.

(h) payment of £25 to a contractor for works in the Shamley Green Community Room.

The Council resolved to approve this and noted that they would not be invoicing Waverley Borough Council, given that room hire from the start of the calendar year will be received by Wonersh Parish Council.

19/20 227 Receive an update from the Parish Survey Committee and Village Working Parties.

Cllr Shutes provided an update regarding the Communication and Engagement Group under the Wonersh Working Party. This included that a meeting was scheduled for all organisations in Wonersh with the purpose of ascertaining whether there is widespread support for a 'virtual village association', 'Wonersh Connections'. He reported that there was some interest in a Playgrounds Committee also.

Cllr Lavender reported that the core members of Environment Group would be arranging a meeting shortly though group-size had fluctuated. Targetting individuals able to meet at different times of the day was viewed as part of the solution.

Cllr Howard provided an update on the Environment Group in Shamley Green. Activities included measures to protect migrating toads and plans to improve the vitality of ponds in the village. The first step in doing this involves an official pond audit, a quote has been received for £300 from a local specialist. Subject to quotes for comparison, it was suggested that this value is included on the agenda of the next Council Meeting. There was also discussion of the replacement of a Hawthorn hedge up Woodhill Lane with the agreement of the landowner, possible sources of funding and volunteer support was discussed.

19/20 228 Declare a Climate Emergency in Wonersh and approve next steps.

The Council agreed that Climate Change was a priority in the Parish and that responding would be at the core of the Parish Council strategy driving local decisions with the potential to have a global impact. Parish Council action plans would be influenced by the County and Borough Council strategic responses to the Climate Emergency and would

also consider the lobbying potential of the Parish Council upon these and other stakeholders with influence upon policy and practice.

19/20 229 Agree a Parish Council response to the Guildford Borough Council consultation on the Draft Climate Change, Sustainable Design, Construction and Energy Supplementary Planning Document, if any, due midday Monday 30 March 2020.

The Parish Council would like to commend the consultative approach used by Guildford Borough Council and highlighted the emphasis on building control.

Action: Clerk to respond to the consultation.

19/20 230 Note the Waverley Borough Council Climate Change and Sustainability Strategy and Climate Emergency Action Plan and formulate questions, if any, for Council Officers.

The Council noted the strategy and action plan and commended the depth and coverage. Some members expressed the view that greater levels of consultation could have been of mutual benefit. Though others saw it as a living document with potential to input over time.

19/20 231 Discuss and agree attendance at the SLCC Surrey Climate Action Day, Thursday 09 July 2020 10.00am – 4.00pm.

Subject to the Surrey Climate Action Day going ahead as planned the Clerk and a member of the Womersley Environment Group had already confirmed attendance. Cllr Howard noted that members of the Shamley Green Environment Group may also opt to attend and will update the Clerk with specific details shortly.

Action: Cllr Howard to provide details of individuals wanting to attend Surrey Climate Action Day.

19/20 232 Discuss and agree the preferred approach to improving the access route to Womersley Sports Pavilion and approve next steps.

The range of options were discussed and it was agreed that, even if a cheaper fill was of limited life, it was significantly cheaper than the alternatives, so would allow for a number of fills over the lifespan of a more expensive repair. This would provide opportunity to decide a longer-term strategy whilst responding to current need. The contractor to complete the fix was agreed by the Council.

Action: Clerk to advise the contractor and contributors and schedule the works.

19/20 233 Discuss and agree approach to co-option of Councillors in the Parish.

Councillors noted that whilst there has been interest in Shamley Green, these had not come to fruition, efforts will continue. Similarly, no one had come forward from

Blackheath. The planned Blackheath Village Society AGM provided opportunity for discussion amongst Blackheath residents.

It was also of note that Cllr Ellis had tendered his resignation, as he was relocating in June. The Council thanked him for his contribution to the Council and wished him well in his future endeavours.

Action: Clerk to request that representation on Wonersh Parish Council be discussed at the Blackheath AGM.

19/20 234 Discuss and agree the Parish Council's role in support of emergency and health services in the event of a decision by national authorities to declare a pandemic emergency.

The Council agreed that their key role was facilitation and communication and they would work with other key stakeholders, primarily existing voluntary organisations, supporting people in the parish. Key questions are:

- Where are the vulnerable people?
- What do are their needs?

Action: Cllr Weale is to meet with representatives of Shamley Green Village Care, the village stores, local food providers.

Cllr Shutes with other members of WonCares, as the Treasurer of WonCares, plus local organisation including the village stores, pharmacy and the doctors' surgery.

19/20 235 Discuss further and agree how to progress the Wonersh Parish Council lease and management of grass-cutting of common land from Waverley Borough Council.

Deferred until Cllr Band was present.

19/20 236 Delegate authority to Councillors Rod Weale and Mike Band to sign the lease of the commons from Waverley Borough Council.

The Council resolved to delegate responsibility to Cllrs Band and Weale for the purpose of signing the lease of the commons (proposed by Cllr Shutes)

19/20 237 Agree approach to management of common land in Shamley Green, following the takeover from Waverley Borough Council, with consideration for forthcoming events.

It was agreed that the approach used by Waverley was a useful basis, but the Council would reserve the right to waiver charges, for example, to provide the land free of charge for Shamley Green Village Fete. The matter of parking to be discussed further with Waverley Borough Council.

19/20 238 Receive a progress update on the takeover of the community room in Garden Close and approve next steps.

The Council received an update from the Clerk.

19/20 239 Review, finalise and approve minor changes to the terms and conditions of hire and the Fire Plan for the community room in Garden Close and approve next steps.

The Council discussed a range of suggested options for inclusion in the terms and conditions and agreed unanimously that the resident rate should apply to anyone in the parish, as it is a parish asset. There was debate as to whether the hall should be vacated by 10pm, 11pm or midnight. Eleven pm was agreed as the most appropriate time given the residential position of the community room. The Council approved the inclusion of these details in the terms and conditions and the suggested Fire Plan (proposed by Cllr Lavender).

Action: Clerk to update the terms and conditions accordingly.

Clerk to make the fire plan available in the venue and online.

19/20 240 Receive a draft outline communications strategy for Wonersh Parish Council and agree next steps towards the adoption of this.

This was received and agreed. There were further discussions of this with regards to the fetes / fairs in each of the villages. The Council agreed that a presence at each Shamley Green and Wonersh would be beneficial and, once there is a Blackheath Councillor, then also there. The intention that it would be something more than just a stall was expressed. There was a need for a robust gazebo and for the triptych noticeboards to be updated.

Action: Cllr Lavender to get quotes for a gazebo and signs for Wonersh Parish Council. Clerk to include these on the next Council Agenda.

19/20 241 Consider the content and plan the timeline for publication of the Spring Parish Council Newsletter.

It was suggested that Councillors take it in turns to complete this task. Cllrs Lavender and Shutes are working on the current issue. Topics for inclusion were discussed and included:

- Shamley Green Community Room
- Wonersh Connections
- Shamley Green working parties
- Allotments

19/20 242 Discuss the potential for Rural Gigabit Voucher Scheme to benefit the Parish and approve next steps.

There was some discussion as to whether there was eligibility in the Parish and discussion of the approach by B4SH, though any decision relating to this was deferred to a later date.

19/20 243 Agree the Council response to the Waverley Design Awards 2020 request for nominations, if any, due 3 April 2020.

The Council do not have any requests for nominations.

19/20 244 Confirm the rent per plot and half plot for the Allotment Gardens for 2021/22 financial year with consideration for the response from allotment holders.

Following the response from allotment holders the Council resolved to approve the increase for 2021/22 to £50 per half plot and £100 per full plot.

Action: Clerk to advise the allotments holder of the small increase in allotment rent for 2021/22 when requesting the 2020/21 rent

19/20 245 Discuss and agree attendance at the Voluntary Action South West Surrey conference, 31 March 2020, 9.30am – 4.30pm.

It was agreed that the Clerk and a Councillor would attend on behalf of Womersh Parish Council. Cllrs Howard and Weale expressed an interest.

19/20 246 Receive reports by Members and the Clerk.

No reports were received.

19/20 247 Members' business and correspondence for noting or including on a future agenda.

The following items were requested for inclusion on the future agenda:

- Public liability insurance
- AGAR and associated internal and external audit
- Responses to Coronavirus outbreak

19/20 248 Dates of future meetings:

Council: 9 April 2020

Planning Committee: 19 March 2020, 2 April 2020

These were agreed subject to updates and government advice on Covid-19.

Appendix A

The neighbourhood police report for Wonersh, Shamley Green, Blackheath and Winterfold follows.

9 reports in total.

2 Crimes of public interest only. Reports from 12/02/20 to 12/03/20.

45200017888 13/02/2020 BURGLARY RESIDENTIAL GUILDFORD ROAD, SHAMLEY GREEN Over a period of some months a garage not attached to the property was broken into and high value golf clubs and a socket set removed. There was no signs of a forced entry.

45200024410 02/03/2020 CRIMINAL DAMAGE GARDEN CLOSE, SHAMLEY GREEN An unattended vehicle has been keyed on several occasions.

45200023542 28/02/20 BURGLARY RESIDENTIAL BLACKHEATH, GUILDFORD Theft from two cars on driveway. One male approached bike shed from front, broke lock, took 5 mountain bikes. CCTV on property, one male arrested, linked to a number of other burglaries.

This is really good news that the offender has been caught!

No reports for Winterfold and one further non-public interest for Blackheath.

We look forward to meeting with the council this evening.