

Wonersh Parish Council

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Minutes of the meeting of Wonersh Parish Council held on Thursday 10 June 2021 at 7.30 pm, at Wonersh Sports Pavilion.

Present: Councillors Mike Band, Chris Crouch, Chris Howard and Ben Knight.

In attendance: Lisa Davison and two members of the public.

MINUTES

21/22 033 To consider and approve apologies for absence.

The Council received and accepted apologies from Cllrs Lavender, Scott, Shutes and Weale.

21/22 034 Wonersh Parish Code of Conduct – Declarations of disclosable interests

Cllr Howard declared a non-pecuniary interest in item 21/22 045.

21/22 035 Open meeting for members of the public to raise matters with the Council.

Two members of the public were present with an interest in item 21/22 054, expressing concerns regarding the potential cost of this. The Clerk noted that similar costs had been charged by other authorities in recognition of the change of use of common land and potential benefits to householders, based on land value.

21/22 036 Briefing by the Safer Neighbourhood Policing Team on issues of local interest and concern.

The Council received a written report regarding recent crimes, which are appended to these minutes. They welcomed the update regarding increased speed monitoring options in the parish.

21/22 037 To consider and approve the minutes of the Council meeting held on 5 May 2021.

These were considered and approved, subject to the increased value approved for works to the playground in response to received quotes, and duly signed by Cllr Howard.

21/22 038 To receive progress reports about matters previously considered and approved by the Council.

The Clerk provided an update regarding the positive response from Surrey County Council and Waverley Borough Council regarding the Parish Council's suggestions as to potential community benefits associated with developing the seminary and also that a meeting had been held between the Clerk, Councillors and representative of the seminary.

The Clerk noted that allotments holders had shared a number of references regarding the benefits of using mulch as a weed suppressant, an item which will be discussed further, with a view to a council decision, in July.

The Clerk noted receipt of a small amount of money from the Waverley Borough Council, ERDF Welcome Back fund, targeted at benefiting green spaces in the parish, to promote tourism and use of local amenities.

Cllr Knight updated the Council as to the planned communication to highlight to residents the blue campaign to encourage an annual mow on grass verges, once / should Waverley Borough Council return to more regular mowing. Councillors commended this and it was suggested that similar communication could be used in Shamley Green.

21/22 039 To consider and approve the minutes of the Risk and Audit Committee meeting held on 3 June 2021.

These were confirmed, subject to an update to the correspondence item.

21/22 040 To receive the approved minutes of the Planning Committee meeting held on 1 April 2021.

These were received.

21/22 041 To appoint a representative of the Council to Wonersh Community Speed Watch.

Cllr Stephen Lavender was appointed to Wonersh Community Speedwatch.

21/22 042 Finance – to consider and approve the following:

(a) the list of receipt vouchers in April 2021 and May 2021;

The Council resolved to approve these (proposed by Cllr Band).

(b) the end-April 2021 financial statement;

The Council resolved to approve these (proposed by Cllr Band).

(c) recommendations from the Risk and Audit Committee regarding the 2020/21, year-end, allocated reserves;

The Council resolved to approve these (proposed by Cllr Band).

(d) payment of up to £60 for a sign for the allotments; and

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

(e) payment of £120 for the repair to the telephone line to the Wonersh Sports Pavilion.

The Clerk updated the Council as to the charge from BT. It was agreed that the Clerk would enquire further as to why the charge had been applied, when there was no obvious problem in the Parish Office.

21/22 043 Finance – to note receipt of:

(a) further allotment rents

This was noted.

21/22 044 Receive recommendations from the Risk and Audit Committee on the following matters and approve next steps:

(a) licences for householder cutting of grass on common land, provisionally for five-year periods;

(b) events guidance, conditions of hire and hire charges;

(c) easement applications and associated costs;

(d) placement of skips on common land;

(e) positioning of protective measures on common land, such as posts and, if required, bunds.

Regarding (a) to (d), the Council resolved to accept the recommendations of the Risk and Audit Committee and noted the planned action for (e).

Action: Clerk to update Waverley Borough Council proformas to reflect Wonersh Parish Council's position on licences, easement applications and the placement of skips on common land and circulate to Councillors for comments and approval.

21/22 045 To consider and approve observations about the following planning applications submitted to Waverley Borough Council (WBC):

Planning Application WA/2021/01139 - Valid From 09/03/2021

SHAMLEY WOOD HOUSE WOODHILL LANE SHAMLEY GREEN GU5 0SP

Erection of single storey detached outbuilding with associated hard standing following demolition of existing outbuildings.

No objections.

Action: Clerk to submit Plan Consult report to Waverley Borough Council.

21/22 046 Receive an update on the Road Safety Audit in relation to the Pepperpot and consider traffic speed assessments, in this locale and others within the parish, and approve next steps. 21/22 042 (f) *To consider and approve payment of up to £3,750.00 for completion of Traffic Speed Assessment Reports at up 12 sites. (to include 1 meeting).*

The Council noted the road safety audits regarding the Pepperpot and that the potential option would result in reduced parking, which might not get public support, even with the emphasis on encouraging more sustainable transport. It was agreed that this should only be progressed if explored in tandem with providing further parking spaces for the village. It was agreed that the Transport, Traffic and Cycling working party should explore potential sites for parking in Wonersh.

The suggestion that a parish-wide traffic speed assessments, to inform a holistic approach to speed and traffic management along the B2128, were a good idea in principle but the timing needs to consider whether the traffic flow could be considered regular – at present roadworks in the local network is having a marked impact along this route – and be timed to best inform any funding applications to support the introduction of measures locally. The future planning of this was also identified as a priority of the Working Party.

Action: Cllrs Band and Crouch to convene Transport, Traffic and Cycling Working Party, agree terms of reference and progress local priorities.

21/22 047 Receive advice from Waverley Borough Council regarding tree condition and tree surveys on Wonersh Parish Council related land and approve next steps. 21/22 042 (g) *To consider and approve payment of up to £3,375.00 for completion of surveys, including Gerald's Wood.*

The Council welcomed the advice shared by a Waverley Borough Council Tree Officer, including the recommendations regarding Gerald's Wood. It was noted that the survey was due this summer and that Wonersh Parish Council are keen to progress this but until further discussion regarding Gerald's Wood had taken place this was not possible to agree at this meeting. The Council resolved to approve the amount of £1,320.00 for the tree works except for Gerald's Wood and expedite a meeting of the Risk and Audit Committee to focus on the recommendations for Gerald's Wood and to agree the next step with respect to this, involving Wonersh Woodland Group, who are largely responsible for the day to day the management of the open space.

Action: Clerk to inform Waverley Borough Council Tree Officer of the decisions

Clerk to arrange a meeting of the Risk and Audit Committee on 24 June 2021 regarding Gerald's Wood.

Clerk to update Wonersh Woodland Group.

21/22 048 Receive updates regarding the clearance of ditches in the parish, including, but not restricted to, the ditch from Lawnsmead towards the Pepperpot,

and approve next steps. 21/22 042 (h) *To consider and approve payment of up to £2,000 for jetting culverts (assuming one day's work)*

The Council welcomed the updates that:

- Surrey County Council are to survey and jet the culverted drains from Lawnsmead, then under the highway towards the Pepperpot in Wonersh. This would be at no cost to Wonersh Parish Council;
- Waverley Borough Council contractors are to clear ditches outside, but impacting upon, the ditches and surrounds which Wonersh Parish Council will be responsible for in the Service Level Agreements / Leases; and
- Surrey County Council have jetted under the road near Shamley Green Village Stores and confirmed it was clear, and therefore, the problem was in the direction of the culvert leading away from the highway.

Regarding the latter, the Council noted that the blockage of this culvert was of ongoing concern given that the area, including the car park and a portion of the highway does flood creating a hazard, particularly in cold weather. This is discussed further under item 21/22 058.

21/22 049 Consider planned hedge cutting and ditch works for Autumn and approve next steps.

It was noted that, in order to complete works in a timely manner, preparation needs to start now.

Action: The Clerk and the Commons Working Party to seek quotes to complete works to hedges and ditches in Autumn.

21/22 050 Receive an update from Shamley Green Environment Group on the following and approve next steps.

- (a) the position of posts to protect common land;
- (b) both ponds;
- (c) recommendations on trees; and
- (d) related matters

Regarding (a) Cllr Howard shared an update on the resident led discussion as to the position of new and replacement posts in Shamley Green. It was noted that some of the areas would be considered estates rather than common land and that any costs associated with these would not be approved by Parish Council but discussed further with the appropriate department Waverley Borough Council but organised as part of the works. The report on protection of the common land in Shamley Green actioned to Cllrs Band and Howard was also of importance in relation to this.

Action: Clerk and Cllr Howard to discuss this with the contractor and WBC.

Regarding (b) and (c) the Council welcomed reports on both ponds from the working party and considered that a fence would not be required in the location recommended by Surrey Wildlife Trust, now that the vegetation was regrowing. The Council welcomed the report on the trees and expressed thanks to the working party.

Action: Clerk and Cllr Howard to meet with the working party lead and share the thanks of Parish Council and ensure that all works are to follow the recently approved risk assessment process.

There were no further items to discuss at this time.

21/22 051 Receive an update on securing a site for further allotments and / or a community garden and approve next steps.

The Council received a draft advert from Cllr Weale. They agreed that the emphasis should be on finding an appropriate site, rather than building a waiting list, as sufficient interest had been demonstrated.

Action: Clerk to adapt the advert to focus on land availability and submit to the Shamley Green Magazine editor.

21/22 052 Receive proposals for improving the safety and availability of parking at Shamley Green Village Stores and approve next steps.

The Council welcomed the suggestions proposed by Cllr Weale and accepted the recommendations that the preferred solution would include the demarcation of three possible spaces near the Hullbrook exit, thus maximising space. Other possible options might be limited because of restrictions on the use of signage on the highway.

Action: Clerk to inform Shamley Green Village Store about the decision and provide consent to proceed.

21/22 053 Consider further the co-option of a Councillor for Shamley Green and approve next steps.

Cllr Howard presented a timeline and proposed advert for inclusion on the noticeboards and wider communication.

Action: Councillors to comment on this

Clerk to advertise role, in accordance with approved timeline.

21/22 054 To consider the request for an easement to access a property in Wonersh and approve next steps.

The Council brought this up the agenda and discussed it with the members of the public in attendance. They were sensitive to their requests and also expressed concerns about wider parking issues but noted the agreement to follow the Waverley Borough Council process.

21/22 055 Receive the request to extend the mowing on Lords Hill to provide a fire break and approve next steps.

The Council discussed and approved the change to the mowing schedule to meet this request.

Action: Clerk to advise contractor and resident.

21/22 056 Consider the local plans for the Queen's Platinum Jubilee, June 2022, and approve next steps.

Cllr Howard raised the celebratory event for 2022 and the requirement to start coordinating plans for this. An orchard and possible sites were discussed, this would have the added benefit of introducing old wood in a manner to benefit local biodiversity in the local area. Celebratory events are to be discussed at the village level with other local organisations

Action: Councillors to explore local plans and preferences for celebratory events.

21/22 057 Receive further updates on the lease of Shamley Green Community Room and approve next steps.

The Clerk noted that a draft of the lease had been received but this still included the requirement to report, in advance, the bookings in the hall to Waverley Borough Council. Concerns regarding the impact upon ad hoc bookings had already been communicated to the solicitor.

Action: The Clerk to follow up on this query with Waverley Borough Council and the solicitor, as appropriate

21/22 058 Receive further updates on the Lease of the Land and approve next steps.

Further to the updates under 21/22 048 the Council noted that the ongoing problem of flooding near Shamley Green Village Stores was important, requiring future attention to which Wonersh Parish Council would consider contributing, but this should be taken outside of the lease.

Upon receipt of further information on the likely cost of incursions, should there be one, Cllr Band proposed that in future years, Wonersh Parish Council should set up an allocated reserve for such purposes and, in relation to this, accept the potential liabilities.

It is anticipated that these updates should assist in progressing the signing of the lease.

Action: Clerk to update Waverley Borough Council Officers.

21/22 059 To receive reports by Members and the Clerk.

21/22 060 Members' business and correspondence for noting or including on a future agenda.

Cllr Knight updated the Council as to the recent meeting of Wonersh Environmental Advisory Group and requested that a formal update, with approval for future plans, as appropriate, be included on the July Council Meeting agenda.

Cllr Knight also noted the first meeting of the Climate Change Working Party be scheduled for early July and updates in relation to that will be discussed at Council or during Planning Committee Meetings as applicable.

The Clerk noted that there were a number of boundary reviews to be considered by Council during the July Council Meeting.

21/22 061 Dates of future meetings:

Council: 8 July 2021.

Planning Committee: 24 June 2021

These were confirmed and, in addition the Clerk noted the Extraordinary Meeting of the Council and the additional Risk and Audit Committee meeting to follow the Planning Committee meeting on 24 June 2021.

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