



Minutes of the meeting of Wonersh Parish Council held on Thursday 9 June 2022 at 7.30pm, at the Wonersh Sports Pavilion.

Present: Cllrs Chris Crouch, Max Gibbs and Stephen Lavender.

In attendance: Lisa Davison, County Cllr Kevin Deanus, Borough Cllr Michael Goodridge and two members of the public

22/23 055 To consider and approve apologies for absence.

The Council considered and approved apologies for absence from Cllrs Band, Howard, Jenner, Knight and Shutes.

In the absence of the chair and vice chair, the Council elected Cllr Crouch to chair the meeting.

22/23 056 Wonersh Parish Code of Conduct – Declarations of disclosable interests.

There were no declarations of disclosable interests.

22/23 057 Open meeting for members of the public to raise matters with the Council.

Cllr Kevin Deanus noted that the design of the 20mph zone was under further consideration by highways officers. He highlighted the challenges with the Stagecoach buses locally owing to driver shortages. Dialogue is underway with the providers, there is high level government involvement with this. It was noted that the Local Plan Part 2 examination is underway and challenges continue in the planning department and beyond for Waverley Borough Council.

Cllr Michael Goodridge noted that there was no progress on contentious applications at present but these were going through the process. Refuse collection has experienced some challenges with substitute crews familiarising themselves with domestic and public bin emptying.

One member of the public reported a general interest in proceedings and the other an interest in the allotments. Cllr Crouch moved allotments up the agenda and closed open segment of the meeting at the point, agreeing to reopen for the member of the public to respond to later discussions.

22/23 058 Briefing by the Safer Neighbourhood Policing Team on issues of local interest and concern.

The briefing was received by Councillors with thanks. It was noted that there contrary to presentations at a previous annual assembly local crime rates seemed exaggerated and not covered in either the standard or the rural newsletters. The Council requested further coverage of these types of crime with reference to the villages in the newsletters

Opportunity to discuss this further with the local policing team would be appreciated by Council who would welcome more regular attendance at meetings, including a further meeting with Borough Commander Sam Adcock.

Action: Clerk to follow up with PC Gavin Greenaway for village coverage in the newsletter and invite him and Sam Adcock to the next meeting, enquire as to specific workshops locally.

22/23 059 To consider and approve the minutes of the Council meeting held on 9 June 2022.

The Council resolved to approve these, subject to the following update.

22/23 240 (o) payment of up to £500 for a gauge for monitoring water levels for the Duck Pond in Shamley Green. (Shamley Green Environment Group s137 grant, amount remaining for 2022/23, £500).

The Council resolved not to approve this as it appears that the pond does not have a leak at present.

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

22/23 060 To receive progress reports about matters previously considered and approved by the Council.

The Clerk noted communication from a developer regarding future plans for the Seminary following an imminent purchase. It was noted that developers were interested in local perspectives. Advice from SALC is that the localism act encourages such dialogue regarding local development and councillors can be involved but cannot give a council opinion on the application until discussed at a Planning Committee Meeting and all meetings must be public. It was suggested that, in response to this, the developers be invited to a Planning Committee Meeting to share information.

Action: Clerk to invite developers to Planning Committee Meeting and include on the agenda.

22/23 061 To receive approved minutes of the Planning Committee meetings held on 24 March and 26 May 2022.

These were received.

22/23 062 Finance – to consider and approve the following:

(a) the list of payment and receipt vouchers in June 2022;

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

(b) the end-May financial statement;

These were deferred until the September Council Meeting.

(c) payment of 12 hours overtime for the Assistant to the Clerk (Payroll);

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

(d) payment of £523 for highways management for tree works in Gerald's wood (Gerald's Wood, amount remaining for 2022/23, £500);

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

(e) payment of up to £300 for litter pickers (Parish Projects, amount remaining for 2022/23, £3,819);

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

(f) payment £24.75 for hi-viz vests (Parish Projects, amount remaining for 2022/23, £3,819);

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

- (g) payment of £71 for a replacement A board (WPC Publicity, amount remaining for 2022/23, £110); and**

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

The Council noted the requirement of a chain to reduce the chance of this being stolen.

- (h) payment of £80 for Cllr Gibbs to attend two SALC training courses (WPC training and course, amount remaining for 2022/23, £1,000).**

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

Action: Cllr Gibbs to book this approved training.

- (i) payment of up to £3,400 for the repair of the surfacing for the toddler play area in Wonersh playground, using play bark, estimated lifetime 1-2 years (Playgrounds maintenance and repairs, amount remaining for 2022/23, £2,837);**

The Council resolved not to approve this.

- (j) payment of up to £2,400 for the repair of the surfacing for the junior play area in Wonersh playground, using play bark, estimated lifetime 1-2 years (Playgrounds maintenance and repairs, amount remaining for 2022/23, £2,837);**

The Council resolved not approve this.

- (k) payment of up to £1,000 for a noticeboard for the Wonersh playground (Playgrounds capital expenditure, amount remaining for 2022/23, [amount])**

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

- (l) payment of £945 to Hockley and Dawson to survey the closed burial ground wall. (Closed Burial Ground - Walls Maintenance, amount remaining for 2022/23, £5,000);**

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

22/23 063 Finance – to note receipt of:

- (a) the allotment rents;**
- (b) the Community Infrastructure Levy, Waverley Borough Council: £739.95;**
- (c) the VAT return, HMRC, £4,088.06;**
- (d) the payment from Thakeham Homes Ltd for the skip for tree guards, £457.20 (return to Parish Projects)**
- (e) the transfer of the precept of £84,546.57 between the Cooperative Bank and Unity Trust Accounts.**

These were noted.

22/23 064 To receive the Annual Playgrounds Inspections and the initial recommendations from the Clerk approve next steps.

Council's financial decisions, with respect to the playgrounds are summarised in 22/23 062 (i)-(k).

The Council received these and approved the recommendations of the Clerk to go out for quotes for the repair of items requiring replacement or maintenance. The Clerk reported that Cllr Band requested that costs be considered by the Risk and Audit Committee before proceeding given noted the limited available maintenance budget under this heading. Cllr Lavender noted and welcomed the contributions from the local community both with respect to the maintenance of existing items and introduction of new items.

Action: Clerk to request quotes of maintenance providers and playground equipment providers.

22/23 065 To consider the provider for the 2023 Annual Playgrounds Inspections and approve next steps.

The Council welcomed the supportive report provided by the current provider and the practical suggestions. The Clerk noted that though items requiring repair were generally low risk, there were still instructions to replace proportions of the play equipment and requested the option to explore recommendations from local providers with a view to providing options for the Clerk to consider at the September or October meeting, so arrangements can be confirmed.

Action: Clerk to explore alternative providers and to make a recommendation to council during an Autumn meeting.

22/23 066 To receive the update regarding the staffing implications and the associated costs of the Clerk and the Assistant to the Clerk taking responsibility for Routine Playgrounds Inspection and approve next steps.

The Council approved requested that this be considered by the Personnel Committee but the Clerk noted that this work was already underway, without other responsibilities being removed, so proposed increases were approved subject to the Clerk / Assistant Clerk demonstrating the calculation of the additional hours.

Action: Clerk to demonstrate the requirement for the monthly increase in hours for the Assistant Clerk and weekly increase for Clerk

Clerk to confirm increases with Councillors on this basis.

Assistant to the Clerk to confirm increase with Payroll Support.

22/23 067 To receive an update on the Routine Maintenance Contract for the Council and approve next steps.

The Clerk noted that the Routine Maintenance Contractor no longer had the capacity to meet the Council's requirements. Following a brief discussion, the Council agreed to readvertise generally and to the contractors expressing an interest previously and for tenders to be presented to the September Council Meeting.

Action: Clerk to advertise with an end of August deadline.

Clerk to contract previous applicants.

22/23 068 To receive an update on the Closed Burial Ground and approve next steps.

The Council's financial decisions, with respect to the closed burial ground are summarised in 22/23 062 (I).

Cllr Crouch provided an brief update on behalf of the closed burial ground working party and noted the results of the survey would be available for further discussion and Council decisions at an Autumn Council Meeting / Risk and Audit Committee Meeting.

22/23 069 To receive an update on the leases with Waverley Borough Council and approve next steps.

The Clerk noted the request regarding the Shamley Green Community Room that they sign the lease prior to recommended works in response to the Fire Risk Assessment being incomplete. Given the lack of signatories at the meeting this was deferred until September when works may be completed already.

The Clerk noted the recent conversation with their legal representation regarding the leases of the land and were expecting updated suggesting wording across a number of terms which the parish council was concerned about.

Action: Clerk to advise WBC officers of decisions and updates.

22/23 070 To receive recommendations regarding allotment tenancies and approve next steps.

Cllr Lavender noted the concerns raised by holders and people on the waiting the list regarding the upkeep of the allotments and the implications it is having. He provided an overview of the garden rules and what this means for users. Options for managing and suppressing weeds discussed and these will be highlighted to all holders.

Cllr Lavender noted the action already taken in contacting all holders and individual holders where there was some concern as to the current and future plans and where sharing could be recommended as part of the solution.

Cllr Crouch reiterated that the ideally the allotments should be self-managing and consider options for instance Allotment Association, or to a committee at allotment-level, where an assessment of sufficient cultivation might be made at an operational level. The Clerk supported this idea on a practical basis and noted that whilst the allotments were designed to cover costs, at present, staff costs were not included in this, which might be a consideration for council when budget-setting.

Cllr Gibbs noted the implications in terms of the warning systems that could be in place to assist in determining the next steps to free plots up for waiting list members, as appropriate, but there are complexities as to assessment of what it cultivated.

The Council agreed that all plots, with one exception, be monitored until the Autumn to evidence use of the plots and decision taken at that point as to whether the holder would need to hand over their plot in advance of April 2023, to allow a new holder opportunity to prepare the site over the fallow months. The exception being plot 5a, whose current holder had been given an extension of two months to see if they could manage an allotment and this had unfortunately not been the case.

The Chair opened the meeting to member of the public, who noted the challenges with the plot and provided feedback on the recent approaches to communication, which the council took on board.

Action: Clerk to advise plot holder 5a and update other holders as to the intentions for monitoring with further decision made at the October Council Meeting.

Clerk and Cllr Lavender to discuss with plot-holders a proposed warning system for allotment holders.

Clerk and Cllr Lavender to discuss further the option of the Allotment Association / management committee taking over the allotments.

22/23 071 To receive recommendations from Planning Committee in relation to the examination of Waverley Borough Council Local Plan Part 2 and the Climate Change and Sustainability Supplementary Planning Document and approve next steps.

Cllr Crouch provided an update regarding the Planning Committee's agreement with respect to the above items. It was noted that the Planning Committee would approve any response on the SPD on 28 July 2022.

22/23 072 To receive an update from the Commons Working Party, Wonersh Environmental Advisory Group and Shamley Green Environment Group and approve next steps.

The Council reviewed briefly the update regarding the Duck Pond in Shamley Green and approved the following action.

Action: Clerk to research contractors to replace upper layers of beams on Duck Pond edge.

Council to discuss other recommendations in more detail at an Autumn meeting.

22/23 073 To consider and approve a date for the online event to encourage residents to join the parish council in 2023.

Cllr Lavender provided further context on the proposed event but agreeing a date was deferred until a later meeting.

Action: Clerk to include on the agenda.

22/23 074 To consider and approve a date for a workshop for Wonersh Parish Council to advance a business plan and approve next steps.

This was discussed and a Thursday evening in September was suggested in order for plans to be adequately budgeted for.

Action: Clerk to request councillor availability for the proposed dates.

22/23 075 To receive an update on the Public Right of Way 315, Shamley Green and approve next steps.

Discussion of this was deferred to a later Council Meeting.

22/23 076 To receive the Routine Playgrounds Inspection reports and approve next steps.

The Clerk noted that soon these will be available in a file and photographs in a shared drive. It was noted that anything considered as requiring urgent attention was highlighted to Cllr Howard, Lavender and Shutes for a decision regarding next steps. Specific protocols will be agreed with the Playground Working Party.

22/23 077 To receive any signed off risk assessments for voluntary works and note expected forthcoming ones for Council consideration.

There were no further risk assessments submitted.

22/23 078 To receive reports by Members and the Clerk.

There were no further reports.

22/23 079 Members' business and correspondence for noting or including on a future agenda.

The Clerk noted correspondence from Wonersh Cricket Club requiring a decision at the September meeting, regarding the safe and effective storage of the roller. It was noted that options would be explored regarding arrangements at other councils.

22/23 080 Dates of future meetings:

Full Council Meeting: 8 September 2022

Planning Committee: 28 July, 18 August and 8 September 2022

These were confirmed.