



NOTICE OF PARISH COUNCIL MEETING Local Government Act 1972

Members are hereby summoned to Meeting of the Council to be held on Thursday 12 September 2024 at 7.30pm at the Wonersh Sports Pavilion, for the transaction of the under-mentioned business.

Lisa Davison
Clerk to the Council

Dated this 6th day of September 2024.

Wonersh Sports Pavilion Wonersh Common Wonersh GU5 0PJ. Tel: 01483 892601.
clerk@wonershparish.org

AGENDA

- 24/25 101 To consider and approve apologies for absence.**
- 24/25 102 Wonersh Parish Code of Conduct – Declarations of disclosable interests.**
- 24/25 103 Open meeting for members of the public to raise matters with the Council.**
- 24/25 104 To receive progress reports about matters previously considered and approved by the Council.**
- 24/25 105 To consider and approve the minutes of the Council meeting held on 1 August 2024.**
- 24/25 106 To receive the approved the minutes of the Planning Committee held on 11 July, 1 and 22 August 2024.**
- 24/25 107 Finance – to consider and approve the following:**
- (a) The list of payment and receipt vouchers in July and August 2024**
 - (b) The end-July and end-August 2024 financial statement**
 - (c) The reconciliation of accounts, completed by non-signatories**
 - (d) The payment of £7,603.40 regarding the PWLB loan**
 - (e) The annual subscription of £110 for advertising the Shamley Green Parish Magazine**
 - (f) The payment of £95 to DRS Electrical for the return of electrical power to the defibrillator in the telephone box on Lords Hill.**
- 24/25 108 Finance – to note receipt of:**
- (a) The hire fees for use of community room of £265**
 - (b) The valuation fee for the easement application of £750+VAT from the applicant**
 - (c) The grant of £1,189 for the Barnett Fields Group interpretation signs from Surrey County Council**
- 24/25 109 To receive the update from the Risk and Audit Committee actions to review, update and adopt policies, adopt without update the following policies and procedures, or approve next steps:**
- (a) [Our Statement on Third Party Tree Work Requests](#)**

- (b) [Our General Data Protection Regulation \(GDPR\) Policy and GDPR explanation](#)
 - (c) [Our Policy for Dealing with Unreasonably Persistent Complaints](#)
 - (d) [Our Grant Awarding Policy](#) and [Application Form](#)
 - (e) [Our process for applying for an easement](#)
 - (f) [Request for placing a skip on common land](#)
- 24/25 110 To receive the update from the Risk and Audit Committee and receive the updated Publication Scheme as recommended by the Internal Audit and approve next steps.
- 24/25 111 To note, if received in advance of the meeting, the conclusion of audit for [the AGAR for the 2023/24 financial year](#) from the External Auditors.
- 24/25 112 To receive and approve the updated asset register and consider and approve the insurance cover for the new items at Lords Hill Common.
- 24/25 113 To receive an update on the planned pond works for the Autumn / Winter 2024/25 season and approve next steps. 24/25 107 (f) to consider and approve payment of up to £3,000 for routines ponds maintenance to David Smithers. 24/25 107 (g) to consider and approve payment of up to £500 for skip hire and materials associated with the works.
- 24/25 114 To receive an update on the planned works to the willow and the temporary removal for the bench and approve next steps, including replacement of the bench in consultation with parish residents and landowner.
- 24/25 115 To receive an update on the sale of Gerald's Wood and approve next steps.
- 24/25 116 To receive an update, including an outline budget, from the Barnett Fields Group on the planned works for the Autumn / Winter 2024/25 season and approve next steps. 24/25 107 (h) to consider and approve payment of up to £1189 (exc VAT) for 2 aluminium black lockable notice boards (grant received from Surrey County Council. 24/25 107 (i) to consider and approve payment of up to £1,410 for picnic table and bench (sponsored by the Wonersh Fair Committee) 24/25 107 (j) to consider and approve payment of up to £590 for an accessible kissing gate (sponsored by the Wonersh Fair Committee). 24/25 107 (k) to consider and approve payment of up to £800 for 12 ft gate into the woods for vehicle access, including locks (sponsorship being sought). 24/25 107 (l) to consider and approve payment of up to £2,450.00 to Jon Treasure for monolith of damaged beech (£850) and stump grinding and brash chipping. (£1,150) 24/25 107 (m) to consider and approve payment of up to £1050 for the preparation for and protection of whips. 24/25 107 (n) to consider and approve payment of up to £835 for safety and general equipment.
- 24/25 117 To receive the Risk Assessment for the use of chain saws by volunteers on Council owned land and approve next steps.
- 24/25 118 To receive a further update on the response to Tree Surveys, including the Ash neighbouring WPC common land and the Chestnut on WBC common land and approve next steps.
- 24/25 119 To receive requests for signage on common land with reference to the Council Guidance and approve next steps.

- 24/25 120 To receive concerns regarding dog waste on Council owned land and approve next steps.
- 24/25 121 To receive recommendations and updates from the Commons Working Party – with input from the Wonersh Environmental Advisory Group and Shamley Green Environment Group – and approve next steps.
- 24/25 122 To receive and note an update on the condition on Footpath 315 in Shamley Green.
- 24/25 123 To receive an update on the pepperpot signage and approve next steps
24/25 107 (o) to consider and approve payment of up to £2,265 for the replacement of the fingerpost sign on the pepperpot (grant fund to be received from the Wonersh Foundation) and note the free installation by Surrey County Council.
- 24/25 124 To receive an update on the request from a resident for an easement across Wonersh Common to park within the curtilage of their property and approve next steps.
- 24/25 125 To receive an update on the closed burial ground wall and safety related matters and approve next steps, including responding to the Parochial Church Councils requests for survey works *24/25 107 (p) to consider and approve payment of up to £1,327.50 for the survey and design works for the repairs to the wall (Wonersh PCC to pay the remaining 50% of the overall fee of £2,655 to Albury SI Limited and Hockley and Dawson, who work in conjunction).*
- 24/25 126 To consider the opportunity to apply for [Strategic Community Infrastructure Levy Funds](#), due 25 October 2024 and approve next steps.
- 24/25 127 To consider and approve a website domain transfer working party to work with the Assistant to the Clerk to progress this and the website update.
- 24/25 128 To receive the proposals for the 2025/26 allotment rents and other allotment related updates and approve next steps.
- 24/25 129 To receive correspondence from Surrey County Council on the Waverley Borough Local Street Improvements Plan and approve next steps.
- 24/25 130 To consider the request for information from Waverley Borough Council regarding concerns raised on the transparency, accuracy and objectivity of WBC Planning Committee decisions and approve next steps, including consideration of a formal complaint on the lack of response.
- 24/25 131 To receive an update on the production of the Parish Council Autumn newsletter and approve next steps.
- 24/25 132 To receive any further risk assessments for voluntary works and note expected forthcoming ones for Council consideration.
- 24/25 133 To receive the summary of suggested actions responding to the weekly playground inspection reports and approve next steps.
- 24/25 134 To receive the request that Council Meetings be moved to a different Thursday in the month and approve next steps.
- 24/25 135 Members' business and correspondence for noting or including on a future agenda.
- 24/25 136 Dates of future meetings:

Full Council Meeting: 12 October 2024
Planning Committee: 3 October 2024
Risk and Audit Committee: 17 October 2024

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The Parish Office, Wonersh Sports Pavilion, The Common, Wonersh, GU5 0PJ

Tel: 01483 892601

*During this meeting the public are allowed to film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. **Any items in the Exempt Part of the agenda cannot be filmed.** If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.*