

SHACKLEFORD PARISH COUNCIL MEETING
Minutes from 12 November 2019

Present – Bridget Carter-Manning (Chairman), Fran Nowlan (Vice Chairman), Jon Scott, Philip Randall, Paula Booth, Kate Lingard (Clerk) and Tony Rooth (GBC)

Members of the Public – Bob Stovold, Peter Stovold, Neil Smith and Anthony Isaacs.

Issues raised by the Public – none.

39/19 - Apologies for Absence – Matt Furniss.

40/19 - Declarations of Interest – the Chairman declared an interest in item 10(d)/minute 48/19/(d).

41/19 - Minutes of meeting held on 10 September 2019 – approved and signed.

42/19 - Matters Arising (for information only) – none.

43/19 - County and Borough Councillors – TR reported that the polling station for the election on 12 December would be the Marwick Hall in Puttenham, as the Shackleford Centre was unavailable. He suggested that anyone who may struggle to get there could ask for a postal vote. It was noted that parking at the Marwick Hall is very congested around school pick up/drop off and it would be best to avoid those times if possible. TR said that three judicial reviews had been heard last week in relation to the process that had put the Local plan in place and it would take several weeks to receive the judgment. TR then explained some of the plans in progress/discussion at GBC in relation to the regeneration of Guildford Town Centre.

Application 19/P/01535 (the haul road for construction traffic at Ockford Park) was discussed. All parties present agreed again that (i) the construction traffic should only be entering AND exiting the site from the Godalming/A3100 end of Eashing Lane and that no construction traffic should be travelling along the Milford end of Eashing Lane and (ii) if approval was granted, the field in question should be reinstated as soon as possible. TR said he had not been able to talk the planning officer yet and it would be up to the officer to make the report/recommendations, however, as everyone present agreed on these two points, he would bring them again to the officer's attention. Peter Stovold said that he would continue to be farming the field around the haul road (if approved) and that he would also be discussing the location of 'No Construction Traffic' signs soon.

A couple of recent planning applications were discussed and the councillors expressed their dismay at the GBC decisions and disregard of SPC's views.

44/19 - Highways and Byways – BCM said that there was some difficulty finding suitable street furniture to attach the VAS sign to in Lower Eashing. BCM/PR to look into if it could be possible to find a suitable position in Upper Eashing/Eashing Lane. There is a suitable pole in Hurtmore but this would need to be extended to accommodate the sign – BCM to pursue. PR reported that the data collected from the sign in its current position on Chalk Road showed a gradual decrease in speed over the last few weeks. BCM reported that the road surface at Grenville Road/Elstead Road junction has been assessed and is on the list for resurfacing works next spring. However, no progress had been made in relation to the blocked culverts and ditches in the parish (Chalk Lane, Lombard Street and Eashing Lane) and BCM to follow this, and the promised 'walk about', up with Matt Furniss.

The councillors agreed to adopt the two yellow grit bins on Quarry Road in Hurtmore that SCC will no longer fill/replace. BCM said that we have volunteers to check the levels of the grit and top up if necessary. PR said that a new horse margin was about to be installed in Lower Eashing near the Greenways Studios on 25th November. No one else had seen these plans and it was agreed that PR, BCM and Peter Stovold would get in touch to discuss this further with Bahram Assadi at SCC Highways, as the proposed horse margin is very narrow at 1m wide and this could be impractical for the suggested location. PR said that the works were being funded by SCC rather than from contributions from the developers of Ockford Park (Cala) as previously thought.

45/19 – War Memorial – it was agreed that the renovation of the War Memorial looked great and SPC thanked QVK and Dick Hazeu for all their hard work. The War Memorial had been revalued at £40,000 and it was agreed to increase the premium to cover this amount (clerk to action and JS to ask for a hard copy quote from the stone mason).

46/19 – Cyder House Field - due to the loss of two oak trees in the field (one to disease and one to vandalism) it was agreed that a new tree/trees be planted in the field. A majority of councillors voted for oak; BCM to discuss with Angus Stovold (the GBC tree expert said despite processionary moth, oak could still be a good choice).

47/19 – Local volunteers/items:

- (a) **VAS** – PR said 6 volunteers (two more in each location of the VAS sign) would be needed to attend training and change the battery fortnightly on the speed sign. BCM to look into this
- (b) **BT telephone box** – it is possible that some of the Aldro boys may be able to undertake this. BCM to follow up.

- (c) **Recycling centre visit and climate change talk** – BCM said that there were around 30 people interested in visiting the recycling centre near East Grinstead but so far only around a dozen were interested in a talk offered to SPC on climate change. BCM to see if Puttenham would like to join up for the talk.
- (d) **Quarry Road** – BCM said volunteers to check/fill the grit bin had been found.

48/19 - Finance

(a) **Expenses** – the following payments were noted and cheques signed where required:

Date	Amount	Reason for expenditure	VAT	Payee
1/9/19	£9.95	Website fee	1.66	34SP
1/10/19	£9.95	Website fee	1.66	34SP
12/11/19	£82.62	Clerk's expenses	0	Kate Lingard
12/11/19	£25	Hall Hire	0	Shackleford Centre
12/11/19	£375	Car park hedge trimming	0	Greenhill
12/11/19	£216.67	Training for VAS sign	0	Surrey County Council
12/11/19	£120	Emergency telephone line annual fee	20	Community Heartbeat Trust

(b) **Receipts** – to note the following payments:

Date	Amount	From	Reason
29/9/19	£150	Stovolds	Annual Rent for Cyder House Field
11/9/19	£605.50	GBC	Grant for Playbark

(c) Annual Review of Internal Controls and Documents

The following documents (circulated in advance by Clerk) were approved and signed where necessary:

- (i) **Asset Register as at 31 September 2019** – this was amended to include a third grit bin and the new insurance figure for the War Memorial.
- (ii) **Bank Reconciliation as at 31 September 2019**
- (iii) **Risk Assessment for 2019**
- (iv) **New Financial Regulations (precedent from NALC 2019 edition)**
- (v) **New Standing orders (precedent from NALC 2018 edition)**

The following (circulated in advance by Clerk) were reviewed:

- (vi) **Existing Data Protection Policies on Breach, Retention and Security**

- (d) **To discuss the Provision of a Chairman's Allowance** – the chairman left the room for this item. The councillors agreed to an allowance of £350 per annum for the Chairman to help cover the expenses of the office.

49/19 - **Other Correspondence** – BCM reported that SPC had received £750 from the day's filming for The Dig. Councillors to consider what this money should be spent on.

50/19 - Next meetings:

Monday 13 th January	Monday 16 th March
Monday 11 th May	Monday 6 th July
Monday 7 th September	Monday 9 th November

- **It was agreed that meetings in 2020 would start at 7.45pm due to a pre-existing recurring booking of the hall.**

DATED 13/11/19