**SHACKLEFORD PARISH COUNCIL MEETING**

 **MINUTES of Zoom meeting on 6 July 2020**

**Present** – Bridget Carter-Manning (Chairman), Fran Nowlan (Vice Chairman), Sally Wyse, Philip Randall, Paula Booth, Matt Furniss (SCC), Tony Rooth (GBC) and Kate Lingard (Clerk).

**Members of the Public** – James Nairne, Michael Walton and Rachel Veal.

**13/20 - Apologies for Absence -** none

**14/20 - Declarations of Interest –** none.

**15/20 - Minutes of meeting held on 11 May 2020 –** approved and to be signed by BCM.

**16/20 - Matters Arising -** none.

**17/20 – County and Borough Councillors -**  MF said that the works in Eashing relating to safety improvements were due to commence on 20th July and the Lower Eashing road would be closed for the duration. BCM raised the ongoing matter of drainage/ditch issues and MF to arrange a meeting with BCM and the relevant officer to explain his findings about flooding in the centre of Shackleford. MF said any bent/damaged signs noticed in the parish should be reported on the SCC online system. MF then asked for ideas for the ‘active travel improvements’ initiative which aims to reallocate space on the roads to cyclists and pedestrians. BCM to send in ideas relating to a 20mph zones, possible visual narrowing of the road in Shackleford and a pedestrian route in Eashing.

PR raised an issue relating to heavy construction vehicles using the route through Eashing, over the historic bridge (including a 26 tonne cement lorry going over the 7 tonne limit bridge). Reporting the matter to the relevant company/developer or relevant GBC officer had not prevented this happening repeatedly. TR to take this up at GBC and suggested PR raise with Waverley BC and the police, as this was a matter of breaching the Highways Code, as well as conditions imposed in relevant planning approvals. In the Eashing SANG, the newly planted trees continue to look dead/dying; TR again said he would follow this up with GBC/the applicant. PB raised drainage issues in Hurtmore Bottom again and MF to check what works to be undertaken.

**18/20 - Highways and Byways –** see 17/20

**19/20 - Cyder House Field Oak Tree** – it was agreed that the small oak could be removed by Mr Grove (chopped down rather than dug out, to avoid any interference with underground cables) if he undertook to deliver a similar sized tree (2.5m) when the councillors were ready to plant a replacement. Insofar as there be any costs relating to planting the new tree, it was agreed that the clerk ask Mr Grove to cover these, so that SPC would not suffer any loss.

**20/20 - Shackleford Community Playground** – Rachel Veal gave an update on the playground which is currently still closed. The annual inspection has either just been done or is imminent and once the result of this is known, a decision about its reopening, bearing in mind advice from GBC on social distancing etc, would be made. It was noted that it would be good to try and open this in time for the summer holidays if possible.

**21/20 – Planning**

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| --- | --- | --- | --- |
| **Planning application**  | **Property**  | **Proposal**  | **SPC comment** |
| 20/P/00977 | Step Cottage, Shackleford Road, Godalming | Single storey two bay garage | No objections  |
| 20/P/01039 | Sugar Baker House, Lombard Street, Shackleford  | Construction of garage block following demolition of the existing building  | A majority of the councillors voted to object to this application on the grounds that it represents a disproportionate addition. Three garages have previously already been converted and the barn to which this application relates should have been, but was not, removed after a previous application. The clerk to send in comments to GBC.  |
| 20/P/01043 | Kingshott Cottage, Lombard Street, Shackleford | Demolish and replace small barn to create ancillary accommodation  | The councillors had no objection to this application provided that the ancillary accommodation would not in the future be added to the main dwelling or become a separate dwelling. The applicant said he would be happy to agree to this and the clerk to send in comments to GBC.  |

**22/20 - Finance**

1. **Expenses** – the following payments were approved and will be signed where necessary:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Amount** | **Reason for expenditure** | **VAT** | **Payee** |
| 1/6/20 | £9.95 | Website fee | 1.66 | 34SP |
| 1/7/20 | £9.95 | Website fee | 1.66 | 34SP |
| 06/07/20 | £106 | Clerk’s expenses | Zoom meeting – 4.80 | Kate Lingard  |
| 01/06/20 | £129 | Mountings for Speed Sign Note the previous cheque for £107.50 was incorrect  | 21.50 | Westcotec |
| 01/06/20 | £216 | HGV signs Note the previous cheque for £252 was incorrect  | 36 | Blue Dot Display Ltd |
| 06/07/20 | £165 | Annual payroll fee | 0 | Terry Dye  |
| 06/07/20 | £21.17 | Ladder mat for improving safety of changing VAS battery  | 3.53 | Philip Randall |
| 06/07/20 | £58.27 | Battery for VAS machine  | 9.71 | Colin Campbell |
| 06/07/20 | £200 | Annual donation  | 0 | St Marys PCC  |

1. **Annual Governance and Accountability Return –** The AGAR and SPC accounts/records were passed by internal auditor (many thanks to Annabel Hargreaves for undertaking this) and the relevant financial information published on the website in line with current guidelines.

**23/20 – Social Media –** the manner in which the PC passes on information was discussed. It was agreed to look into easier ways to send out messages to interested residents (that still comply with GDPR). Meetings could be publicised on Facebook and the Parish Newsletter, as well as the SPC own website.

**24/20 - Other Correspondence –** none

**25/20 - Next meetings:** Monday 7th September

Monday 9th November

**DATED** 7 July 2020