**Shackleford Parish Council**

 **Minutes of the meeting held on 18 November 2014 in the Shackleford Centre**

**Present** – Bridget Carter-Manning (Chairman), Fran Nowlan (Vice Chairman), Barry Hitchcock, Philip Randall, Kate Lingard (Clerk), George Johnson (SCC) and Tony Rooth (GBC).

**Members of the Public –** Quintus Van Koetsveld, John Forsyth, Bob Stovold, Judy Romer and Will Stanley-Evans.

**Issues raised by the Public** – none.

**45/14** – **Apologies for Absence** – Jon Scott and Neil Smith.

**46/14** - **Minutes of Meeting held on 9 September 2014** – approved and signed by BCM.

**47/14** - **Matters Arising** – none.

**48/14** - **Declarations of Interest** – none.

**49/14** - **Community Safety report from the Surrey Police** – the crime figures since beginning September showed a theft from a shed at Aldro and two making-off without payment at the Eashing Service Station.

**50/14 - County and Borough Councillors –** TR reported that the Eashing Solar Farm appeal was dismissed by the Planning Inspector. TR also reported that GBC staff had carried out two days of tasks in the parish (sign cleaning/vegetation clearing etc). TR said the Local Plan was now being considered in light of the extensive comments received during the consultation period.

GJ agreed to send the Clerk the SCC Parish Boundary Plan for Shackleford/Eashing/Hurtmore to compare against the GBC version. GJ reported that there is a now a new simplified system to consider reduced speed limit applications. The Councillors asked if GJ could put forward a 20mph limit around Aldro School (The Street, Peper Harow Lane and Lombard Street) and along Eashing Lane. GJ also to ask for a Cul-de-sac sign for Quarry Road in Hurtmore to prevent the large number of vehicles turning round there daily.

GJ mentioned the Parish Lengthsman Scheme – this would aim to see Seale and Sands, Puttenham, Wanborough and Shackleford Councils joining together to instruct a local contractor to carry out highways work (clearing ditches/cutting back vegetation/sign cleaning etc). The work would be paid for by SCC and would be in place of SCC sending out their own teams to do the work. SPC is to put in a bid for this with the other Councils.

The problem of blocked culverts was raised and GJ explained the SCC Policy – all culverts are cleaned with jetting equipment by SCC but only once a year. GJ noted that culverts on Lombard Street, Peper Harow Lane x 3 and The Street are currently blocked and will ask for them to be cleared out. It was noted that roadside ditches, which in the past have been maintained by SCC, are now to be maintained and kept free-flowing by the owners of adjacent properties instead. A note reminding residents of this duty to be added to the Parish News.

TR reported that SCC have started a review of bus services. Viability/cost/usefulness is to be discussed to produce a more efficient service.

**51/14** - **Highways and Byways update –** BCM raised the problem of the large new ditches alongside the Playground on Peper Harow Lane. These were dug by SCC for Waverley to mitigate flooding but are unnecessary and have not helped mitigate recent flooding in any way. BCM therefore waiting to hear from SCC as to whether these can be refilled and daffodils bulbs replaced.

The Clerk said a formal letter had been sent to the Countryside Access Team from SPC raising concerns over the dangers of footpaths that cross the A3. GJ said he would chase the Countryside Access Team to see what progress is being made to extinguish these footpaths.

**52/14** – **Planning** – there were no outstanding current applications to be discussed. It was noted that a garage with upstairs windows had been recently erected near the Eashing Bridge without permission and this has been reported to GBC enforcement to investigate.

**53/14** – **Hurtmore Goalpost** – BH reported that the goal post is in place and in use.

**54/14 – New Grit Bins –** BCM reported that the two new bins have been delivered and kindly stored temporarily by Aldro. Both should be in place soon, replacing the broken grit bins near the Golf Club on Hurtmore Road and on Grenville Road.

**55/14 – War Memorial –** BCM said that the insurance valuation for the Memorial was being done soon.

**56/14 – Neighbourhood Plan –** the idea of a Neighbourhood Plan for the Parish was discussed. A core team of volunteers would be needed to get a plan off the ground and the Council would ask any residents interested in volunteering to get in touch.

**55/14 – Shackleford Community Playground –** the Shackleford Playground Committee reported that repairs and replacements were needed for the Playground which would total around £12,750 excluding VAT. Funding for this was possible through an Urgent Grant from GBC and available s106 monies from the Mushroom Farm Development which are earmarked for ‘Play Space’. However, the issue of outstanding VAT was raised as this cannot be covered by grant/s106 monies. WSE to look into whether this could be reclaimed from HMRC.

The Committee have a quote to take out insurance (including public liability) for the Playground in the name of the Committee. The Councillors agreed to cover the cost of this (to be not more than £750 and maybe less if the warranties for the new works are taken into consideration by the insurance company). A new Licence is required between SPC and the Committee for the use of the land for the Playground. The Councillors authorised the Clerk to instruct Hedleys Solicitors to draft a new Licence for around £350. SPC thanked JF for his help dealing with repair work quote and PR for the notices he put in place at the Playground.

**56/14 – S.106 Monies from the Completed Mushroom Farm Development –** BCM reported some Environmental Enhancements monies (£5,281 is available) would be put towards two new benches at Eashing on National Trust Land. The National Trust also suggested putting up two Information Boards about the history of Eashing. PR to ask Eashing residents for views on this.

**57/14 – Register of Assets and Risk Assessment -** the draft Register of Assets as at 1st November and Risk Assessment for 2014, as circulated in advance by the Clerk, were approved.

**58/14** – **Finance**

1. **Annual Return for year end March 2014 –** it was noted that the external audit had been completed successfully.
2. **Standing Order Form –** this was signed by two Councillors to increase the Clerk’s hours/pay by one hour a week.
3. **Budget –** it was noted that SPC cannot set the budget for 2015/16 until GBC make available the figures for the number of Band D properties in the parish. The Budget is therefore to be set at the January meeting.
4. **Bank Reconciliation –** the draft reconciliation as at 28th October, as circulated in advance by the Clerk, was approved and signed by BCM.
5. **Receipts –** receipts of £150 rent from the Cyder House Field and a rebate of £10 from Hedleys Solicitors were noted.
6. **Expenses -** The following payments were approved:

 Hall Hire - £25

 Clerk’s additional weekly hour for Oct/Nov - £88.40

 Clerk’s expenses for Oct/Nov 2014 - £102.94

 Cost of two new grit bins - £211.68

**30/14 - Date of next meetings** – January 13th, March 17th, May 12th, July 14th, September 15th and November 10th.