**Shackleford Parish Council**

 **Minutes of the meeting held on 10 November 2015 in the Shackleford Centre**

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

**Members of the Public –** Jon Forsyth, Alex and Suzanne Kershaw, Christine and Russell Clapshaw, Therese McKenzie, Robert Fuller, Gavin Bell, Richard Thompson and Peter Stovold.

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

**45/15 – Apologies for Absence** – none.

**46/15** - **Minutes of Meeting on 15 September 2015** – approved and signed by BCM.

**47/15** - **Matters Arising** – BCM reported that she had contacted the Ramblers Association to discuss their views regarding the closure of the two dangerous footpaths (296, 298, 300) in the parish that cross the A3 and a meeting was being arranged.

**48/15** - **Declarations of Interest** – none.

**49/15 – Community Safety report from the Surrey Police** – the crime figures since the last meeting showed a theft of a handbag from the top of a car by a passing cyclist in Eashing, three making-off without payments from the Eashing Service station, a GBH (which was reported in Shackleford with the actual assault occurring in Guildford), an attempted burglary of a non-dwelling on Peper Harow Lane and a theft by a ‘live in’ manager from a property in Hurtmore.

**50/15 - County and Borough Councillors –** BCM told GJ that Aldro School are interested in reducing the speed limit around the school to 20mph. GJ needs formal notification of this and BCM to discuss with Aldro. GJ reported that work to improve the condition of the BOAT 527 had begun.

TR reported on the Town Centre Master Plan (TCMP) for Guildford. BCM and FN said that they had attended a meeting in Compton about the TCMP and possible traffic implications for the outlying villages. The TCMP aims to reduce traffic in central Guildford including ending access to the Town Centre via the A31. It was noted that this would cause increased traffic through Compton, Hurtmore and Shackleford as drivers try to reach Guildford through alternative routes. SPC to raise these possible implications with GBC before the deadline for the consultation ends on 16th November.

The matter of the approval, by GBC Planning Committee, of the application for the Eashing Filling Station was raised. Approval was granted despite objections from SPC and many residents. BCM, FN and PR attended the Planning Committee meeting and were dismayed by the lack of debate around the potential issues that had been raised. No site visit was recommended and the concerns of around 50 Eashing residents that had been submitted in comments/objections were not discussed or addressed in any way. SPC to send a letter of complaint to GBC about this. TR to discuss with Planning Officers.

**51/15** - **Highways and Byways update –** BCM said that funds had finally been received from SCC for the Parish Lengthsman Scheme for small works around the parish (trimming road edges, sign cleaning etc). Problems with the road surface of The Hollow again reported to GJ.

**52/15 – Fiesta Fields –** this item relates to the use of a field within the parish for private hire. Several residents had made complaints about amplified music being played at these events stating that this interrupted quiet enjoyment of their gardens/homes. Alex Kershaw raised concerns about the fact that all Saturdays in July 2016 had been booked for events with amplified music. He said some residents move out of their homes when events are planned as the noise is so disruptive. Robert Fuller, owner of the field, was in attendance and addressed residents’ concerns by confirming that no further bookings involving amplified music would be taken henceforth. There are still seven weddings booked for 2016 and Mr Fuller said he was attempting to relocate these where possible. If he was unable to relocate these they would go ahead. TR said that concerns about noise should in all instances be directed (via telephone) to GBC Environmental Health team as any breach of Environmental Health Laws could result in a Noise Abatement Order being served.

**53/15** – **Defibrillator** – it was agreed that the clerk pursue a grant from British Heart Foundation for the full cost of a defibrillator and cabinet to be installed outside the Shackleford Centre. If successful it would be necessary to train a core team of volunteers to be able to use the defibrillator (this could be done via video training) and BCM interested to hear of anyone who would like to volunteer.

**54/15** – **Grit Bins** – clerk asked to order one more grit bin (identical to the new one on Grenville Road) to replace broken bin outside Acorns Nursery.

**55/15** – **War Memorial** – it was noted that the War Memorial opposite the church has now been designated as Grade II listed by Historic England.

**56/15** – **Eashing Residents Parking and Noticeboard** – BCM and PR to meet with residents on the day following the meeting to discuss parking problems, including finding any more potential spaces, use of double yellow lines and a residents parking scheme. Any conclusions to be sent to GJ. PR to pursue the noticeboard that the National Trust are going to make for Eashing.

**57/15 - Planning**

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| --- | --- | --- | --- |
| **Application Number** | **SPC** **Decision** | **Location** | **Proposal** |
| 15/P/01933 and 15/P/01932 | No objection  | The North Barn, Chalk Lane, Shackleford  | Proposed installation of a conservation roof light and the erection of a tennis court enclosure |
| 15/P/01636 | No objection | Halfway House, Halfway Lane, Godalming | Construction of a new access drive and new field access (resubmitted with amended plans) |

**58/15 - Finance**

1. **Receipts** – to note the following receipts

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Amount** | **Description**  | **From**  |
| 25/09/15 | £4248.50 | Annual Precept | GBC |
| 20/10/15 | £150 | Annual Rent for Cyder House Field  | P C Stovold & Son |
| 26/10/15 | £3,344.19 | VAT Rebate for eligible payments from 01/04/2015 to 31/09/15 applied for by Clerk | HMRC  |

1. **Expenses** – to approve and sign cheques for the following payments:

|  |  |  |  |
| --- | --- | --- | --- |
| **Amount** | **Reason for Expenditure** | **VAT Payable** | **Payee** |
| £25 | Hall Hire | £0 | The Shackleford Centre |
| £89.67 | Clerk’s Expenses for Sept and Oct 2015 | £0 | Kate Lingard  |

1. **Annual Review of Internal Controls and Documents**

To following were approved and signed (documents circulated in advance by the clerk):

1. Asset Register as at end October 2015
2. Bank Reconciliation for end October 2015
3. Risk Assessment for 2015

The following documents were reviewed and it was noted they need no amendments:

1. Existing SPC Financial Regulations
2. Existing SPC Standing Orders

**59/15 - Other correspondence –** none.

**60/15 - Date of next meetings** – January 12th, March 15th, May 3rd, July 5th, September 6th and November 1st 2016