



West Horsley Parish Council

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Members of West Horsley Parish Council are hereby summoned to attend the full Council meeting of WHPC, to be held in the Cedar Room, West Horsley Village Hall on **Tuesday 19th January 2021** at **7.30pm** for the purpose of transacting the following business: **The public may observe the meeting, which will finish by 9.30pm. At the Chairman's discretion the meeting may be briefly adjourned near the start to allow visitors to comment/ ask questions on relevant matters on the agenda.**

Specific arrangements for meetings during the pandemic: Meetings will be held via videoconferencing technology as permitted by new legislation. If you would like to attend the online meeting and / or have a question that you would like raised at the meeting, please contact the clerk (clerk@westhorsley.info) by 5pm on Monday 18th January to request log in details / to raise your question. Questions will be read out and responded to during the meeting.

AGENDA

21.001	Chairman's opening Comments
21.002	To accept apologies & reasons for absence in accordance with LGA 1972, Sch 12, para 40.
21.003	Declaration of Disclosable Pecuniary & Non Pecuniary Interests by Councillors on any agenda items
21.004	Register of interests – To declare any amendments.
21.005	Declaration of gifts or hospitality over £25.
21.006	Appointment of Locum Clerk and RFO. Appendix 1: to agree the recommendations set out in the briefing paper and agree the draft contract
21.007	Minutes of the previous meeting held on 8th December 2020 Minutes of the extraordinary meeting held on 21st December 2020 Appendix 2: to be agreed by full Council & signed by the Chairman as a true and accurate record.
21.008	Response to questions received by the Parish Council from residents.
21.009	Clerk's report – Update on current actions.
21.010	Financial Matters a) Standing items – List of payments authorised at the previous meeting & items to be approved by full Council at this meeting (proposed payments & bank reconciliation). Appendix 3 b) To agree the appointment the Locum Clerk as RFO for the duration of her contract with the Council. c) To agree that the Council credit card should be held by Cllr F King pending the appointment of a Clerk and RFO. d) To agree to remove the outgoing Clerk as RFO, signatory and credit card holder e) To confirm the bank reconciliation to 30 th December 2020.
21.011	To note significant correspondence received since the last Council meeting.
21.012	Supply and planting of trees and hedging at the Village Green and in St Mary's Churchyard Appendix 4: confidential: members only: To consider the recommendations set out in the

	briefing papers and decide on contractors for the work in each location.
21.013	Horsley Countryside Preservation Society Appendix 5: <i>confidential: members only:</i> to consider the recommendations in the briefing note for the supply and planting of 11 trees in specified locations as directed by Surrey County Council.
21.014	West Horsley Youth Council Appendix 6: To consider and approve the governance arrangement for the establishment of the Youth Council and to confirm the purchase of tee-shirts for the Youth Councillors.
21.015	Long Reach SANG To agree to write to GBC and Berkeley Homes (Southern) regarding the issues of concern that remain unresolved.
21.016	Street Naming Consultation Appendix 7: To consider the proposed name of Roxburghe Gardens for the Street at Silkmore, Silkmore Lane
21.017	Planning & Environment Matters a) Appendix 8: GBC planning applications & decisions received since previous meeting up to the Thursday before this meeting. Please see www.guildford.gov.uk/planning . b) Planning update – Enforcements, Local plan, climate change & environment, TPOs, listed buildings. c) 20/P/02067 Manor Farm, East Lane Appendix 8 To consider a response to the planning application and agree the proposed schedule for S106 applications should the development proceed.
21.018	Task Group updates: a) Community Events (MB, FK, VB, SN) – b) Asset Management, Maintenance & Village Appearance Task Group (TR, MB, c) VB) - d) Road Safety and Maintenance (SN, MB, TR) - e) Communications (VB, CY, GM) – f) Personnel (SN, FK, EB) - Review of courses recently attended (All)
21.019	Action Log carried forward to previous Parish Council meetings: Appendix 9: for information only.
21.020	Other Village Matters (for information only)
21.021	Date of next meeting: Tuesday 23 rd February 2021, 7.30pm, by remote access
21.022	Exclusion of members of the public and press To resolve that, in accordance with the provisions of Section 1(2) of the Public Bodies (admission to meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted: to approve a payroll matter Appendix 10