



West Horsley Parish Council

email clerk@westhorsley.info Tel: 01483 901 905 www.westhorsley.info

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 15th June 2021 at 7.30pm** for the purpose of transacting the following business: ***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.***

Appendices are available on the Parish Council website

Due to the ongoing Covid 19 Pandemic, Government guidelines recommend that members of the public attend the meeting remotely. Please contact the Clerk for the Zoom link.

AGENDA

21.109 Chairman's opening Comments

21.110 To accept apologies and reasons for absence in accordance with LGA 1972, Sch 12, para 40

21.111 Declaration of Disclosable Pecuniary & Non Pecuniary Interests by Councillors on any agenda items

21.112 Register of interests – To declare any amendments.

21.113 Declaration of gifts or hospitality over £25.

21.114 Minutes of the previous meeting held on 4th May 2021

Appendix 1: to be agreed by full Council & signed by the Chairman as a true and accurate record.

21.115 Response to questions received by the Parish Council from residents.

21.116 Clerk's report – Update on current actions.

21.117 Appointment of Clerk and RFO

Appendix 2 Confidential: to consider and approve the recommendation in the briefing note.

21.118 Policies

Appendix 3: Recommendation: Members to consider and approve the following policies:

- a) Bullying and Harassment
- b) Recruitment
- c) Health and Safety
- d) Sickness and absence

21.119 Parish Council representation

Recommendation: Members to agree the Parish Council representative for the following groups:

- a) Grace and Favour
- b) West Horsley Village Hall Committee
- c) SALC

21.120 Audit

a) *Appendix 4:* to receive the internal auditors report.

b) *Appendix 5: Annual Governance Statement: Recommendation:* members to consider and respond to the statements as set out, in conjunction with the internal

auditors report.

- c) *Accounting statements 2020/21: Recommendation:* members to approve the statements, in conjunction with the Internal Auditors report.

21.121 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) **Appendix 6**
b) To confirm the bank reconciliation to 30th April 2021. **Appendix 7**
c) To receive the report on expenditure against budget to 30th April 2021 **Appendix 8**

21.122 To note significant correspondence received since the last Council meeting.

21.123 Planning & Environment Matters

- a) **Appendix 9:** GBC planning applications & decisions received since previous meeting up to the Wednesday before this meeting. Please see www.guildford.gov.uk/planning.
b) Planning update – Enforcements, Local plan, climate change & environment, TPOs, listed buildings

21.124 Laptop for Deputy Clerk

Recommendation: members to approve the purchase of a laptop and accompanying software for the use of the Deputy Clerk when in post and, prior to that, for the incoming Clerk, at a cost of not exceeding £1,000 plus VAT.

21.125 Village Green

Appendix 10: Members to consider and approve the recommendations in the briefing note.

21.126 Noticeboards

Recommendation: members to re-confirm the purchase of noticeboards as previously considered. £10,000 is set aside in the budget for this project, one noticeboard was purchased from a grant from GBC (£750) to check that the style was suitable for the Village. They are to be funded from S106 monies.

21.127 Tennis at West Horsley

Appendix 11: Members to consider and approve the recommendations in the briefing note.

21.128 Railway Task Group

Appendix 12: Members to consider and approve the recommendations in the briefing note.

21.129 Surrey Hills Champion

Appendix 13 : Members to consider and approve the recommendations in the briefing note.

21.130 Clearance of the area at the junction of East Lane and Ockham Road north

In readiness for landscaping prior to the installation of the bench to be presented by the Preservation Society.

Recommendation: members to approve our designated gardening contractor's quote of £660 + VAT.

21.131 West Horsley Youth Council Cinema Event

Appendix 14: Members to consider and approve the recommendations in the briefing note.

21.132 Task Group updates

- a) Community Events (MB, FK, VB, SN, EB) –
 - b) Asset Management, Maintenance & Village Appearance Task Group (TR, MB, c) VB, SN, AG) -
 - d) Road Safety and Maintenance (SN, MB, TR, CY) -
 - e) Communications (VB, CY, GM, EB) –
 - f) Personnel (SN, FK, EB, MB) –
 - g) Youth Council (VB, MB, GM, AG) –
 - h) Climate change (CY, MB, FK) -
- Review of courses recently attended (All)

21.133 Action Log carried forward from previous Parish Council meetings. *Appendix 15.*

21.134 Date of next meeting:

Tuesday 20th July 2021, 7.30pm, Cedar Room, West Horsley Village Hall

Signed: *Joanna Cadman, Locum Clerk to the Council 10th June 2021*

Meeting agendas and minutes are available on the WHPC website and on the notice boards