



14<sup>th</sup> October, 2021

Members of West Horsley Parish Council,

You are hereby summoned to attend a FULL COUNCIL MEETING, to be held in the Cedar Room, West Horsley Village Hall on **Tuesday 19<sup>th</sup> October 2021 at 7.30pm.**

Members of the public and press have a right and are invited to be present at the meeting. Please notify the Clerk by 12pm on 19<sup>th</sup> October if you would like to attend. Any questions for the Council should be sent to the Clerk no later than 7.30pm on 18<sup>th</sup> October.

## **AGENDA**

- 21.187 Chairman's Opening Remarks
- 21.188 Apologies for Absence
- 21.189 Co-option of a new parish councillor
- 21.190 Declarations of Interests from Members in respect of any items on the agenda; Amendments to Register of Interests; Declarations of gifts/hospitality over £25
- 21.191 Minutes of the Previous Meeting of the Council - to be agreed and signed by the Chairman as a true and accurate record *Appendix 1*

*Public Forum – at the Chairman's discretion the meeting may be briefly adjourned to allow visitors to comment or ask questions on relevant matters on the agenda.*

- 21.192 Clerk's Report
- 21.193 Significant correspondence received since the last Council meeting
- 21.194 Financial Matters
  - a) Standing items – list of payments to be approved by full Council at this meeting. *Appendix 2*
  - b) To confirm the bank reconciliation to 30<sup>th</sup> September 2021. *Appendix 3*
  - c) To receive the report on expenditure against budget to 30<sup>th</sup> September 2021. *Appendix 4 Confidential*
  - d) To approve the renewal of KCOM's provision of Office 365 for a further twelve months.
  - e) To approve the purchase of 'Arnold-Baker on Local Council Administration' (12<sup>th</sup> Edition) for £119.
  - f) To approve the inclusion of the Trough on the insurance policy and additional payment of £112.02.
  - g) To approve the engagement of a flood water specialist to advise on Site A39 Land to the north of West Horsley; not to exceed £1000.
  - h) To approve a donation of £60 for a wreath for Remembrance Day.
- 21.195 To review and approve the following revised strategic documents:
  - Financial Regulations *Appendix 5*
  - Standing Orders *Appendix 6*
  - Transparency Code *Appendix 7*
  - Scheme of Delegation *Appendix 8*

- 21.196 Planning & Environment Matters *Appendix 9*  
To receive and approve a report from the Task Group on:
- a) GBC planning applications considered between Thursday 16<sup>th</sup> September up to and including Wednesday 13<sup>th</sup> October 2021.
  - b) Decisions, Appeals and Enforcements to note.
  - c) Local Plan – update on allocated sites.
  - d) Other matters to note.
- 21.197 To agree sending a formal letter of complaint to GBC over the Planning Committee’s handling of planning application 20/P/02067 Manor Farm, East Lane.
- 21.198 To receive a report and recommendation on the refurbishment of the Tennis Court. *Appendix 10 Confidential*
- 21.199 To request members to review all hard and soft copy Parish Council data and to delete/shred any personal information that does not adhere to GDPR requirements (e.g., is not up to date, is no longer needed, there is no reason for holding). Members to provide individual confirmation that this has been completed at the November Parish Council meeting.
- 21.200 Task Group Updates
- a) Asset Management & Village Appearance
  - b) Climate Change
  - c) Communications
  - d) Events & Wellbeing
  - e) Personnel
  - f) Road Safety & Maintenance
  - g) Youth Council
- 21.201 Other Village Matters
- 21.202 Date of Next Meeting:  
Tuesday 16<sup>th</sup> November 2021 at 7.30pm, in the Cedar Room, West Horsley Village Hall

- *Appendices to this meeting are available on the Parish Council website.*
- *Meeting agendas and minutes are available on the WHPC website and village noticeboards. Minutes are also available at Horsley Library.*

Signed: *Julia McClung, Clerk to the Council, 14<sup>th</sup> October 2021*