

10<sup>th</sup> March 2022

Members of West Horsley Parish Council,

You are hereby summoned to attend a FULL COUNCIL MEETING, to be held at West Horsley Village Hall on **Tuesday 15<sup>th</sup> March 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 15<sup>th</sup> March if you would like to attend. Any questions for the Council should be sent to the Clerk no later than 7.30pm on 14<sup>th</sup> March.

## **AGENDA**

- 22.034 Chairman's Opening Remarks
- 22.035 Apologies for Absence
- 22.036 Declarations of Interests from Members in respect of any items on the agenda; Amendments to Register of Interests; Declarations of gifts/hospitality over £25
- 22.037 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*
- 22.038 Clerk's Report
- 22.039 Significant correspondence received since the last Council meeting
- 22.040 Financial Matters
- Standing items – list of payments to be approved by full Council at this meeting. *Appendix 2*
  - To confirm the bank reconciliation to 28<sup>th</sup> February 2022. *Appendix 3*
  - To receive the report on expenditure against budget to 28<sup>th</sup> February 2022. *Appendix 4*
  - To agree to move £276 from Youth Council Income to a new EMR for Youth Council.
  - To agree to move £3651 from Planning Cost Centre to EMR for Planning.
  - To agree to move £150 from Planting of Bulbs Cost Centre to a new EMR for Bulb Planting.
- 22.041 Finance Committee: To elect a new councillor to the Finance Task Group ahead of it becoming a committee on 1<sup>st</sup> April 2022.
- 22.042 Review of Strategic Documents
- To receive and approve a schedule for reviewing all strategic documents in 2022 *Appendix 5*
  - To review the following:
    - Complaints Procedure *Appendix 6*
    - Code of Conduct *Appendix 7*
- 22.043 Horsley Community Speed Watch: To receive a report from the Horsley CSW Group. *Appendix 8*

- 22.044 Your Fund Surrey:
- a) To receive and approve a progress report on the Arts Project & Community Sports Hub Project *Appendix 9*
  - b) To agree to establish an Arts Project Steering Group
  - c) To agree to establish a Community Sports Hub Steering Group
- 22.045 Queen's Green Canopy:
- a) To approve the planting of a tree in the Village Orchard as part of The Queen's Green Canopy, a UK-wide tree planting initiative created to mark Her Majesty's Platinum Jubilee.
  - b) To approve the purchase of a plaque to mark the planting of the tree, not to exceed £200.
- 22.046 Bins: To receive and approve a briefing note on the purchase and installation of two new litter bins *Appendix 10*
- 22.047 Planning & Environment Committee:
- a) To review and approve an amended version of the Planning Committee Terms of Reference (previously approved by Full Council on 5<sup>th</sup> May 2021) *Appendix 11*
  - b) To receive a report on Planning & Environment Committee meetings held since the previous Council meeting *Appendix 12*
- 22.048 Task Group Updates:
- a) Asset Management & Village Appearance
  - b) Climate Change
  - c) Communications
  - d) Community Events & Wellbeing
  - e) Jubilee Celebrations
  - f) Personnel
  - g) Road Safety & Maintenance
  - h) Youth Council
- 22.049 Other Village Matters
- 22.050 Date of Next Meeting:  
Tuesday 12<sup>th</sup> April at 7.30pm, in the Cedar Room, West Horsley Village Hall
- 22.051 To resolve to exclude the press and public from the following item in accordance with the provision of the Public Bodies (Admission to Meetings) Act 1060 in order to discuss a staffing matter (*Appendices 13 & 14 Confidential*)

- Appendices to this meeting are available on the Parish Council website at [www.westhorsley.info](http://www.westhorsley.info).
- 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, 10<sup>th</sup> March 2022*