

6th April 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 12th April 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 12th April if you would like to attend. Any questions for the Council should be sent to the Clerk no later than 7.30pm on 11th April.

AGENDA

- 22.052 Chairman's Opening Remarks
- 22.053 Apologies for Absence
- 22.054 Co-option of a new Parish Councillor
- 22.055 Declarations of Interests from Members in respect of any items on the agenda; Amendments to Register of Interests; Declarations of gifts/hospitality over £25
- 22.056 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*
- 22.057 Clerk's Report
- 22.058 Significant correspondence received since the last Council meeting
- 22.059 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 31st March 2022. *Appendix 3*
 - c) To receive the report on expenditure against budget to 31st March 2022. *Appendix 4*
 - d) To receive and approve the Fixed Asset Register and List of Low Value Assets, both updated to 31st March 2022 *Appendix 5a & 5b*
- 22.060 Review of Strategic Documents
- a) Model Publication Scheme *Appendix 6*
 - b) Email and Internet Usage *Appendix 7*
 - c) Fixed Asset Capitalisation Policy *Appendix 8*
- 22.061 Annual Parish Meeting – To approve the agenda for the meeting on Tuesday 10th May. *Appendix 9*
- 22.062 Neighbourhood Plan – To receive and approve a briefing note on the reinstatement of the WHNP website in preparation for its review. *Appendix 10*
- 22.063 Councillor Business Cards – To receive and approve a briefing note on the provision of business cards for councillors and clerks. *Appendix 11*

- 22.064 Village Warden – To receive and discuss a draft job description for our replacement village warden.
Appendix 12 Confidential
- 22.065 Planning Consultant – To receive and approve a briefing note on the appointment of Andrew Black Consulting in preparation for the Wisley Airfield, Ockham planning application. *Appendix 13*
- 22.066 Review of Strategic Plan – To receive and approve an updated version of the WHPC Strategic Plan 2022-2024, following the Council's strategy meeting held on 29th March. *Appendix 14*
- 22.067 Planning & Environment Committee:
- a) To receive a report on any Planning & Environment Committee meetings held since the previous Council meeting *Appendix 15*
- 22.068 Task Group Updates:
- a) Asset Management & Village Appearance
 - b) Climate Change *Appendix 16*
 - c) Communications
 - d) Community Events & Wellbeing
 - e) Jubilee Celebrations
 - f) Personnel
 - g) Road Safety & Maintenance
 - h) Youth Council
- 22.069 Other Village Matters
- 22.070 Date of Next Meeting:
Thursday 19th May at 7.30pm, in the Cedar Room, West Horsley Village Hall

- Appendices to this meeting are available on the Parish Council website at 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, 6th April 2022*