

Thursday 10<sup>th</sup> November 2022

Members of West Horsley Parish Council,

You are hereby summoned to attend a FULL COUNCIL MEETING, to be held in the Cedar Room at West Horsley Village Hall on **Tuesday 15<sup>th</sup> November at 7.30pm**. Apologies must be given to the Clerk in writing.

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> November if you would like to attend. Any questions for the Council should be sent to the Clerk at [clerk@westhorsley.info](mailto:clerk@westhorsley.info) no later than 7.30pm on 14<sup>th</sup> November.

## **AGENDA**

- 22.183 Chairman's Opening Remarks
- 22.184 Apologies for Absence
- 22.185 Declarations of Interests from Members in respect of any items on the agenda; Amendments to Register of Interests; Declarations of gifts/hospitality over £25
- 22.186 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*
- 22.187 Clerk's Report
- 22.188 Significant correspondence received since the last Council meeting
- 22.189 Financial Matters
- a) Standing items – list of payments to be approved by Full Council at this meeting *Appendix 2*
  - b) To confirm bank reconciliation to 31<sup>st</sup> October 2022 *Appendix 3*
  - c) To receive a report on expenditure against budget to 31<sup>st</sup> October 2022 *Appendix 4*
  - d) To receive a report on the interim internal audit which took place on 28<sup>th</sup> October 2022 *Appendix 5*
  - e) To receive and review a draft budget for 2023/24. *Appendix 6*
  - f) To receive and review proposed EMRs for 2023/24. *Appendix 7*
  - g) To agree to amend the Financial Regulations to increase the limit of revenue expenditure the Clerk can authorise in cases of extreme risk to the delivery of council services to £1000. *Appendix 8*
  - h) To agree to move an amount of £1000 to EMR - Special Events (currently standing at £1450) to cover the Coronation Celebrations.
  - i) To discuss and agree whether to open an account with a second bank, taking in to account the FSCS Savings Protection Limit Back Up of £85,000. *Appendix 9*
- 22.190 Strategy Plan Update  
To review and approve the updated Strategic Plan. *Appendix 10*
- 22.191 Community Forum, 29<sup>th</sup> November  
To receive an update on plans for a Community Forum on School Places.

- 22.192 22/P/01538 Land at Ockham Road, West Horsley
- a) To receive and approve the Parish Council's written objection to this application as prepared by the Planning & Environment Committee. To authorise the Planning Committee to make any necessary minor amendments to the document before submission. *Appendix 11*
  - b) To receive and approve a recommended list of road/highway projects that are suitable for S106 to mitigate development at Ockham Road. *Appendix 12*
- 22.193 Planning & Environment Committee  
To receive a report on any Planning & Environment Committee meetings held since the previous Council meeting *Appendix 13*
- 22.194 Update from West Horsley Place  
To be briefed by the Director of West Horsley Place Trust on recent developments and future plans, including those for land usage. *Appendix 14*
- 22.195 Review of Strategic Documents
- a) Data Protection Policy *Appendix 15*
  - b) Document Retention Policy *Appendix 16*
  - c) Privacy Policy *Appendix 17*
  - d) Recording of Public Meetings Policy *Appendix 18*
- 22.196 Annual Parish Meeting  
To discuss the theme for the 2023 Annual Parish Meeting and to consider a potential speaker.
- 22.197 Bulletin Board  
To receive and approve a briefing note on the publication of four e-bulletins per year to supplement the two printed newsletters. *Appendix 19*
- 22.198 Christmas Lights  
To approve funding for Christmas lights for the front of the Village Hall, the arch at the Village Orchard and the Christmas tree, amount not to exceed £200.
- 22.199 Task Group Updates:
- a) Asset Management, Road Safety & Village Appearance
  - b) Climate Change
  - c) Communications
  - d) Community Events & Wellbeing
  - e) Personnel
  - f) Special Projects
  - g) Youth Council
- 22.200 Other Village Matters
- 22.201 Date of Next Meeting: Tuesday 13<sup>th</sup> December at 7.30pm, in the Cedar Room, West Horsley Village Hall. Christmas drinks will be served afterwards.
- 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 the Village Hall noticeboard.

Signed: *Julia McClung, Clerk to the Council, 10<sup>th</sup> November 2022*