

Wednesday 11th January 2023

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 17th January 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 17th January if you would like to attend. Any questions for the Council should be sent to the Clerk at clerk@westhorsley.info no later than 7.30pm on 16th January.

AGENDA

- 23.001 Chairman's Opening Remarks
- 23.002 Apologies for Absence
- 23.003 Declarations of Interests from Members in respect of any items on the agenda; Amendments to Register of Interests; Declarations of gifts/hospitality over £25
- 23.004 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*
- 23.005 Clerk's Report
- 23.006 Significant correspondence received since the last Council meeting
- 23.007 Financial Matters
- Standing items – list of payments to be approved by Full Council at this meeting *Appendix 2*
 - To confirm bank reconciliation to 31st December 2022 *Appendix 3*
 - To receive a report on expenditure against budget to 31st December 2022 *Appendix 4*
 - To agree to move to monthly billing from WHVH for hall hire from 1 April '23
 - To receive and approve the Finance Committee's recommendation to return some funds from Earmarked Reserves to General Reserve *Appendix 5*
- 23.008 Opening of Additional Savings Account *Appendix 6*
To receive and approve a briefing note on the opening of a bank account with a second provider, to ensure all the Parish Council's funds are protected by the Financial Services Compensation Scheme.
- 23.009 Prospective Councillors Event
To agree to host an information session for prospective councillors in the hour preceding the Parish Council meeting on Tuesday 21st February.
- 23.010 2022 Village Garden Party / Sunflower Project *Appendix 7*
- To receive a briefing note from the Finance Committee on the level on contribution the Parish Council should make towards the 2022 Sunflower Project and the (cancelled) Garden Party.
 - To agree to cover costs to the value of £832.05 for purchasing sunflower seeds, preparing and planting the field; and £828.00 for the non-refundable insurance and entertainments costs.

- 23.011 WHPC Community Grants Scheme *Appendix 8*
To receive a recommendation from the Finance Committee to approve an application from West Horsley Place Trust for £1500 to towards essential repairs to the guttering on the house.
- 23.012 Subscriptions and Memberships 2023/24 *Appendix 9*
To agree to continue memberships with the following organisations for 2023/24:
- SALC – Surrey Association of Local Councils
 - NALC – National Associations of Local Councils
 - SLCC – Society of Local Council Clerks
 - ALCC – Association of Local Council Clerks
 - CPRE – Campaign to Protect Rural England
 - SHS - Surrey Hills Society
- To agree to renew/join/cancel membership for the following organisations for 2023/24:
- GRA - Guildford Residents Association
 - LGBC - London Green Belt Council
 - GEF - Guildford Environmental Forum
- 23.013 Planting of Seven Trees at Nightingale Crescent
- a) To receive an update on the planting of seven trees as part of The Queen’s Green Canopy initiative.
 - b) To approve the purchase/installation of a Queen’s Green Canopy plaque with the additional wording ‘One of seven trees planted by West Horsley Parish Council’. Cost not to exceed £200.
- 23.014 Calendar of Events for 2023 *Appendix 10*
To receive and approve a provisional calendar of Parish Council-led events for 2023
- 23.015 Planning & Environment Committee *Appendix 11*
To receive a report on any Planning & Environment Committee meetings held since the previous Council meeting.
- 23.016 Finance Committee *Appendix 12*
To receive a report on any Finance Committee meetings held since the previous Council meeting.
- 23.017 Annual Parish Meeting
To agree the running order and any associated costs for the Annual Parish Meeting on 15th March.
- 23.018 Umpire’s Chair
To agree to purchase an umpire’s chair for the newly refurbished tennis court. Cost not to exceed £750.
- 23.019 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
- 23.020 Other Village Matters
- 23.021 Date of Next Meeting: Tuesday 21st February at 7.30pm, in the Cedar Room, West Horsley Village Hall.
This will be preceded by an information session for prospective councillors at 6.45pm.
- 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 the Village Hall noticeboard.
 - Minutes are available at the Horsley Library.

Signed: *Julia McClung, Clerk to the Council, 11th January 2023*