

Wednesday 11th October 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 October 2023 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 October 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 October.

AGENDA

- 23.177 Chairman's Opening Remarks
- 23.178 Apologies for Absence
- 23.179 Co-option of a new Parish Councillor
- 23.180 Declarations of Interests from Members in respect of any items on the agenda; Amendments to Register of Interests; Declarations of any gifts or hospitality received over the value of £25
- 23.181 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.
- 23.182 Clerk's Report
- 23.183 Significant correspondence received since the last Council meeting
- 23.184 Financial Matters
 - a) List of payments to be approved by Full Council at this meeting *Appendix 2*
 - b) To confirm the bank reconciliation to 30th September 2023 *Appendix 3*
 - c) To receive a report on expenditure against budget to 30th September 2023 *Appendix 4*
 - d) To report the completion of the limited assurance review for year ended 31 March 2023 *Appendix 5*
 - e) To report the 'Notice of Conclusion of Audit' *Appendix 6*
- 23.185 Youth Council *Appendix 7*
 - a) To receive a report on any Youth Council meetings held since the previous Council meeting.
 - b) To agree to set up a youthcouncil@westhorsley.info email for use by youth councillors.
- 23.186 Strategic Documents for Review:
 - a) Financial Regulations *Appendix 8*
 - b) Standing Orders *Appendix 9*
 - c) Policy Statement for Risk Register *Appendix 10*
 - d) Financial Risk Assessment *Appendix 11*

- 23.187 Hedge Planting at New East Lane Bus Stop *Appendix 12*
To approve the planting of new hedging behind the new bus stop on East Lane.
- 23.188 Installation of New VAS *Appendix 13*
To receive and approve a briefing note on the installation of new VAS.
- 23.189 80th Anniversary D Day Celebrations *Appendix 14*
To receive the official guide for celebrating the 80th anniversary of D Day and to discuss how to mark the occasion in West Horsley.
- 23.190 Climate Change Village Survey *Appendix 15*
To receive and approve a briefing note from The Horsleys Climate Action Network requesting £100 funding towards an online climate change village survey.
- 23.191 WHPC Awards for Service to the Community
To receive an update on the launch of the biennial awards.
- 23.192 Planning & Environment Committee *Appendix 16 & 16a*
To receive a report on any Planning & Environment Committee meetings held since the previous Council meeting.
- 23.193 Finance Committee *Appendix 17*
To receive a report on any Finance Committee meetings held since the previous Council meeting.
- 23.194 Other Committee Updates
a) Personnel
- 23.195 Task Group Updates:
a) Asset Management & Village Appearance
b) Communications
c) Community Events & Wellbeing
d) Road Safety & Maintenance
- 23.196 Community Projects Updates:
a) The Horsleys CAN
b) Community Forums
- 23.197 Other Village Matters
- 23.198 Date of Next Meeting: Tuesday 21st November at 7.30pm, in the Cedar Room, West Horsley Village Hall.
- 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 1960 in order to discuss staffing matters.*
- 23.199 Annual Review of Village Warden Role *Appendix 18 Confidential*
To receive and approve a recommendation for the amendment of the Warden's hourly rate.
- 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.