

Wednesday 15th November 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 21st November 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 21st November 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 20th November.

AGENDA

- 23.200 Chairman's Opening Remarks
- 23.201 Apologies for Absence
- 23.202 Co-option of a new Parish Councillor
- 23.203 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
- 23.204 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.
- 23.205 Clerk's Report
- 23.206 Significant Correspondence Received Since the Last Council Meeting
- 23.207 Financial Matters
 - a) List of payments to be approved by Full Council at this meeting *Appendix 2*
 - b) To receive and approve the bank reconciliation to 31st October 2023 *Appendix 3*
 - c) To receive and approve a report on expenditure against budget to 31st October 2023 *Appendix 4*
 - d) To receive a report on the interim internal audit which took place 8th November 2023 *Appendix 5*
 - e) To receive and review a draft budget for 2024/25 *Appendix 6*
 - f) To receive and review proposed EMRs for 2024/25 *Appendix 7*
 - g) To agree to increase the allotment management fee from £620 to £650 per year, effective immediately.
- 23.208 Youth Council *Appendix 8*
To receive a report on any Youth Council meetings held since the previous Council meeting.
- 23.209 Your Fund Surrey
To agree to cancel the Your Fund Surrey Arts and Sports Hub projects.

- 23.210 Council Training *Appendix 9*
To receive and approve a briefing note on bespoke Council training, including general councillor training, planning training, and IT support.
- 23.211 Ear Marked Reserves *Appendix 10*
- To agree to return the EMRs for YFS Arts Project and YFS Sports Hub Project to General Reserve.
 - To agree to move the remaining Akerman Bequest fund to an Ear Marked Reserve.
 - To agree to make some additional amendments to the Council's Ear Marked Reserves.
 - To agree to move £900 to an Ear Marked Reserve to cover the cost of the additional bespoke Council Training, to be provided by Mulberry & Co in February 2024.
- 23.212 Village Hall One Way System *Appendix 11*
To receive and approve a briefing note on the upgrading of the one-way system in order to improve safety for motorists, cyclists and pedestrians, and users of the playground.
- 23.213 Tennis Court Low Level Lighting *Appendix 12*
- To receive a briefing note on the installation of low-level lighting at the tennis court on Long Reach.
 - To agree the preferred method of lighting.
 - To agree to apply for planning permission for lighting.
- 23.214 Parking Issues *Appendix 13*
To receive a copy of a consultation on the installation of double yellow lines at School Lane, The Street and Cranmore Lane and agree what action the Council should take.
- 23.215 Planning & Environment Committee *Appendix 14*
To receive a report on any Planning & Environment Committee meetings held since the previous Council meeting.
- 23.216 Personnel Committee *Appendix 15*
To receive a report on any Personnel Committee meetings held since the previous Council meeting.
- 23.217 Finance Committee Update
To receive an update on any Finance Committee matters.
- 23.218 Task Group Updates:
- Asset Management & Village Appearance
 - Communications
 - Community Events & Wellbeing
 - Road Safety & Maintenance
- 23.219 Community Projects Updates:
- The Horsleys CAN
- 23.220 Other Village Matters
- 23.221 Date of Next Meeting: Tuesday 12th December at 7.30pm, in the Cedar Room, West Horsley Village Hall. Residents are invited to stay after the meeting for a festive drink.
- 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, 15th November 2023*