

Wednesday 13 November 2024

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 19 November 2024 at 7.30pm**. Apologies with reason must be given to the Clerk in writing. Members of the public and press, you have a right and are invited to be present at the meeting. Please notify the Clerk by 12pm on the day of the meeting if you would like to attend. Any questions for the Council should be sent to the Clerk at clerk@westhorsley.info no later than 5pm on the day prior to the meeting.

AGENDA

24/195 Chairman's Opening Remarks

24/196 Apologies for Absence

24/197 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 £50.

24/198 Minutes of the Previous Meeting of the Council *Appendix 1*
To be agreed and signed by the Chairman as a true and accurate record

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.

24/199 Clerk's Report

24/200 Significant Correspondence Received Since the Last Council Meeting

24/201 Financial Matters

- List of payments to be approved by Full Council at this meeting *Appendix 2*
- To receive and approve the bank reconciliation to 31 October 2024 *Appendix 3*
- To receive and approve a report on expenditure against budget to 31 October 2024 *Appendix 4*
- To receive a report on the Interim Audit which took place on 6 November 2024 *Appendix 5*

24/202 Youth Council *Appendix 6*
To receive an update on any Youth Council meetings held since the previous Council meeting

24/203 WHPC Community Grants *Appendix 7*
To receive and consider any grant applications received

24/204 Wellbeing Programme 2025/26 *Appendix 8*
To receive and approve a briefing note on the proposed wellbeing programme, as discussed at the Council's Strategy Meeting on 1 October 2024

24/205 Biodiversity Task Group

- To agree to establish a Biodiversity Task Group
- To select four councillors to form the Task Group, with one to lead
- To agree to allocate a small budget of £600 to the Task Group in the 25/26 budget

- 24/206 Maintenance of Porous Asphalt Tennis Court *Appendix 9*
To receive and approve a briefing note on the maintenance of the Council's porous asphalt tennis court, this to include pesticide application, surface cleaning and surface repairs.
- 24/207 VE Day Events 8 May 2025
- a) To agree to host a coffee morning at the Village Hall and to hold an evening outdoor event at West Horsley Place, to include the lighting of the beacon. Events Task Group to present a detailed costed proposal to Full Council in due course.
 - b) To agree to a budget for the above not to exceed £1500
 - c) To agree to move £1500 to a dedicated Ear Marked Reserve for VE Day 80
- 24/208 Draft Budget 2025/26 for Consideration
- a) To receive and review the first draft budget for 2025/26 *Appendix 10*
 - b) To receive and review the first draft of proposed EMRs for 2025/26 *Appendix 11*
- 24/209 Strategic Documents and Policies for Review
- a) Document Retention Policy *Appendix 12*
 - b) Privacy Policy *Appendix 13*
 - c) Data Protection Policy *Appendix 14*
 - d) Recording of Public Meetings Policy *Appendix 15*
- 24/210 Public Consultation on Remote Attendance and Proxy Voting *Appendix 16*
To agree whether to respond to the public consultation on 'introducing powers for Parish and Town Councils to apply to the relevant authority for a dispensation to attend formal council meetings remotely and vote by proxy in certain circumstances'.
- 24/211 Planning Committee *Appendix 17*
- a) To receive a report on any Planning Committee meetings held since the previous Council meeting
 - b) To receive a verbal report of the Parish Council's response to the latest AONB Boundary Review.
 - c) Any other matters to note
- 24/212 Personnel Committee *Appendix 18*
- a) To receive and approve an updated version of the Personnel Committee Terms of Reference
 - b) To select two councillors to join the Personnel Committee
 - c) Any other matters to note
- 24/213 Finance Committee
To receive an update on any Finance Committee matters
- 24/214 Task Group Updates:
- a) Asset Management, Village Appearance
 - b) Communications
 - c) Community Events & Wellbeing
 - d) Road Safety & Maintenance
 - e) S106
- 24/215 Community Project Updates:
- a) Friends of Horsley Station
 - b) Horsley Heritage Group
 - c) The Horsleys CAN

24/216 Other Village Matters to Note

24/217 Date of Next Meeting

To note that the next Full Council meeting will be on Tuesday 10 December 2024 at 7.30pm, in the Cedar Room, West Horsley Village Hall. Residents are invited to stay after the meeting to join us 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.*