



**Minutes of the Parish Council meeting held at 7.30pm on Tuesday 19<sup>th</sup> January 2021  
by video link**

**PRESENT:** Chairman Cllrs E Best, V Buosi, M Beynon, F King, T Rogers,  
G Murray.  
Borough and Parish Cllr Young  
County Cllr J Iles  
1 member of the public  
**In attendance:** Locum Clerk, Mrs J Cadman

- 21.001 Chairmans Opening Comments** – the Chairman welcomed all to the first Parish Council meeting of 2021 and wished everyone a Happy New Year and a swift return to normality.  
She reminded all present that this is a meeting held in public not a public meeting. The meeting is recorded for the purpose of the minutes, and the recording destroyed subsequent to the meeting.  
She welcomed the Locum Clerk to her first meeting, and the member of the public.
- 21.002 To accept apologies and reasons for absence in accordance with LGA 1972 Sch 12 para 40:** apologies for absence were received from Parish Cllr S Newman and Borough Cllrs C Barrass and T Anderson. The reasons were noted and accepted.
- 21.003 Declaration of disclosable pecuniary and non pecuniary interests by councillors on any agenda items**  
Cllr Buosi and Cllr Rogers declared an interest in agenda item 21.011 as they both live close to the Village Green.  
Cllr G Murray declared an interest in agenda item 21.017c as he lives close to the proposed development.  
Cllr Rogers declared an interest in agenda item 21.017c as he is a personal friend of the owner.
- 21.004 Register of Interests** – no interests were declared.
- 21.005 Declarations of gifts or hospitality over £25** – none were declared.
- 21.006 Appointment of Locum Clerk and RFO**  
Members approved the recommendation to appoint Ms Joanna Cadman on the terms and conditions as set out in the contract of employment with a commencement date of 11<sup>th</sup> January, 2021 (which was set subject to contract) until a substantive appointment is in post; this will take a number of weeks.  
Proposed by Cllr Beynon Seconded by Cllr Young, all in favour.
- 21.007 Minutes of the meeting held on the 8<sup>th</sup> December 2020**  
These were agreed by full Council & signed by the Chairman as a true and accurate record.  
**Minutes of the extraordinary meeting held on the 21<sup>st</sup> December 2020**  
These were agreed by full Council & signed by the Chairman as a true and accurate record.
- 21.008 Response to questions received by the Parish Council from residents**  
*20 The Street:* The Clerk advised that she had received a request from a member of

the public regarding the naming of this development, and a complaint from another resident regarding the contractors traffic parking inappropriately. Cllr Young advised that names will be put forward when the appropriate notification is received.

The Clerk will write to the developers regarding the parking issues.

At this point the meeting was adjourned to allow residents to make comments or ask questions.

Cllr Iles reported as follows:

- a) *Covid*: the beginning of the month had been a very worrying time, with a massive increase in infection rates and hospital admissions, but to date it seemed that the situation was under control, although new cases are still very high. At present 38,000 vaccines are being administered per day in Surrey, with a planned increase to 50,000 per day by the middle of February. Sickness in the public sector is leading to the prioritising of services.
- b) *20 The Street*: Cllr Iles is in discussion with Cllr Young.
- c) *Councillors allowance*: Cllr Iles is happy to approve funding of £700 for the picnic table.
- d) *Your Fund Surrey*: Cllr Iles asked members to give consideration to suggestions for applications to this fund. Cllr Young commented that the village hall is in need of a lot of work, Cllr Iles suggested that developers contributions could be used for this, and Your Fund Surrey used for more ambitious projects.

Cllr Young reported as follows:

- a) *Network Rail*: Cllr Young had picked up an issue regarding the screening at Lollesworth Lane and the need to reduce the speed of trains at this point.
- b) *147 East Lane*: a resident had contacted Cllr Young about the fencing at this property. She understood that the residents are submitting a planning application. The removal of the hedge had caused a lot of damage to the pavement. SCC engineers had visited the site and the owner of the property had agreed to undertake to reinstate the pavement.
- c) *Skate Park*: a number of people had congregated at the park in East Horsley. The ranger has been contacted and covid marshalls will keep an eye on the area.
- d) *Covid*: all GBC services are running as normal at present. Some members of staff have been redeployed. Staff in the planning department are under pressure due to the number of applications.
- e) *Mayors Award*: the Mayor had introduced an extra award this year, for outstanding volunteers during the covid crisis. The Chairman asked members to submit suggestions for the award to the Clerk, who would circulate them for a Council decision. It was noted that the deadline for submission to GBC is 5<sup>th</sup> February.

#### **21.009 Clerks Report**

All matters were covered by the agendas.

#### **21.010 Financial Matters**

- a) Standing items – the list of payments authorised at the previous meeting and items presented at this meeting, including proposed payments, were approved.
- b) The appointment of the Locum Clerk as RFO for the duration of her contract with Council was approved. Thanks were recorded to Cllr King for the financial cover she had given to the Parish Council over the last few weeks.
- c) Members agreed that the Council credit card should be held by Cllr King pending the appointment of a Clerk and RFO.
- d) Members agreed that the outgoing Clerk should be removed as RFO, signatory

and credit card holder.

e) The bank reconciliation to 30<sup>th</sup> December 2020 was approved.

**21.011 To note significant correspondence received since the last Council meeting**

None had been received.

**21.012 Supply and Planting of trees and hedging at the Village Green and in St Mary's Churchyard**

*Village Green:* Cllr Buosi drew members' attention to how different the Green looks now, necessitating planting to soften the view. She recommended that Timberwood Tree Care be appointed for the Village green project, as they have significant knowledge of the Village Green regarding the soil issues, their previous planting schemes, proposed planting design, after care of the trees and proposed whole project management. They are in the middle price wise and the whole process will be managed by them from ordering of the trees through to completion of the project, so a complete project management package.

All in favour.

Cllr Buosi noted that P S Davies had also provided a very reasonable quotation for planting and recommended that he be appointed as preferred contractor for single planting projects.

All in favour.

*St Mary's Churchyard:* The Chairman noted that Cllr Newman had recommended the appointment of P S Davies for this project. Out of the three suppliers approached for a quotation, one could only supply the trees/plants and of the other two PS Davies provided a competitive quotation and a comprehensive response to the specific requirements of planting in the Churchyard. The dates for planting and the exact positioning of the trees will be discussed with the Rector and the Churchyard gang.

All in favour.

**21.013 Horsley Countryside Preservation Society**

Members approved the recommendation to approve the requested sum for the purpose of supply and planting of trees on the West Horsley element of the sites agreed by Surrey County Council. The source of funds would be the bequest monies. The Society will be asked to confirm who will be responsible for the ongoing maintenance of the trees.

**21.014 West Horsley Youth Council**

Members approved the governance arrangements for the establishment of the Youth Council as follows:

1. Members supported proceeding with a "West Horsley Youth Council as sub task group of Community & Wellbeing". This is to be reviewed annually.
2. Members agreed the constitution.
3. Members agreed the draft terms of reference.
4. Members required a Risk Assessment to be undertaken for all Youth Council events.
5. Members required that a Safeguarding policy be drawn up and approved.
6. Members agreed the parental agreement / permissions documentation.
7. Members agreed the Child Protection Policy Statement, with one abstention.
8. Members agreed a budget of £50 to cover the cost of T-shirts for the Youth Council to wear when meeting or conducting PC events.
9. Members agreed a budget of £300 towards Youth events, to be scheduled.

**21.015 Long Reach SANG**

Members noted that a meeting had been arranged with GBC's SANGS officer regarding a number of concerns, including flooding.

Members agreed that a letter should be written to GBC and Berkeley Homes (Southern) regarding the issues of concern that remain unresolved. They will also be asked to review the entrance; a different type of entrance, potentially alleviating anti-social issues, should be considered.

#### **21.016 Street Naming Consultation**

Members considered the proposed name of Roxburghe Gardens for the Street at Silkmore, Silkmore Lane and agreed not to support this proposal.

Five members were in favour of the name Silkmore Cottages, One member was in favour of Silkmore Gardens. Members agreed to request that the Street be called Silkmore Cottages.

#### **21.017 Planning and Environmental Matters**

- a) New GBC Planning Applications received since the previous meeting up to the Thursday before this meeting were discussed and the agreed WHPC decision is noted in Appendix 2.
- b) Planning update – enforcements, Local Plan, climate change and environment, TPOs, listed buildings: noted.
- c) *20/P/02067: Manor Farm, East Lane.* Cllrs Murray and Rogers left the meeting. Members had objected to the application previously, and noted that this revision had made no reduction in housing numbers or softening of the landscape. Members also noted the 165 objections on the GBC website. Members agreed to object to this application.  
*S106:* Members noted that this development would lead to a considerable increase of traffic at the junction of East Lane and Ockham Road North, and agreed SCC should be asked to find a creative solution rather than traffic lights or a roundabout that would 'urbanise' one of the key entrances to our village, and this added to the S106 list.
- d) *Climate change:* Cllr Young advised of a meeting of local Parish Councils on the 25<sup>th</sup> January, which she will attend.

#### **20.018 Task Group updates**

Cllrs Murray and Rogers rejoined the meeting.

- a) *Community events:* Cllr Beynon advised that the group had met twice, and hoped to revive their calendar of events later in the year.
- b) *Asset Management, maintenance and Village appearance:* The planting of trees around the village green will make a significant difference.
- c) *Road Safety and maintenance:* Good progress has been made in working with SCC officers on planned VAS. The task group will bring proposals to the February meeting.
- d) *Communications:* the task group had met the previous week. Cllr Murray and Cllr Buosi had joined East Horsleys Communications meeting earlier in the month. The group is working on the spring newsletter and will ask all members for input. Cllr Iles advised that she had met with East Horsley Parish Council's Chair of the Friends of the Library group. They are re-developing the library to be more event focussed, with flexible space and a community hub.
- e) *Personnel:* a meeting will be held shortly to start the recruitment process.

*Friends of Horsley Station:* are seeking a second councillor for this group. Cllr Rogers volunteered.

*Arts Board:* Cllr Beynon advised that she and Cllr Buosi are working on rejuvenating interest in displaying art work on the board at the Village Hall.

#### **21.019 Action Log carried forward**

Noted.

## **21.020 Other Village Matters**

- a) *Wisley*: the decision on the proposed improvement to the A3/M25 junction has been deferred until May.
- b) *Kingston Meadow*: Cllr Murray referred to the minutes of the meeting of the 8<sup>th</sup> December. Potential solutions to the issues raised by the original petitioner were discussed with the Village Hall Management Committee on the 14<sup>th</sup> December. There will be a further meeting in the following week to resolve what the possible solutions might be, and then there will be a formal consultation on the proposals.
- c) *Land at Wisley Airfield, Ockham*: Cllr Iles had expressed her concern at Taylor Wimpey's proposals regarding the Burnt Common slips and advised that the developer is being asked to look at different proposals. The developers seems to be suggesting that a secondary school is required. This is not the case at all, a primary school would be far more suitable.

**21.021 Date of next meeting:** Tuesday 23<sup>rd</sup> February 2021, 7.30pm, by remote access.

## **21/022 Exclusion of members of the public and press**

Members resolved that, in accordance with the provisions of Section 1(2) of the Public Bodies (admission to meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted: to approve a payroll matter.

The meeting closed at 9.20pm