



**Minutes of the Parish Council meeting held at 7.30pm on Tuesday 16<sup>th</sup> March 2021  
By video link**

**Present:** Chairman E Best, Cllrs V Buosi, M Beynon, F King, S Newman, T Rogers  
G Murray  
Borough and Parish Cllr C Young  
Borough Cllrs C Barrass and T Anderson  
County Cllr J Iles  
Manager, Village Hall  
Mr A Graham  
4 members of the public

**In attendance:** The Locum Clerk, Mrs J Cadman

- 21.046 Chairman's opening Comments:** The Chairman 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.
- 21.047 To accept apologies & reasons for absence in accordance with LGA 1972, Sch 12, para 40.**  
All members were present.
- 21.048 Co-option of Councillor**  
Mr Graham introduced himself and advised that he had lived in the village for 10 years with his family and they were very happy in the area. He had worked in the property business for 30 years and had managed properties for several fund houses. He is heavily involved in sport.  
Regarding the Parish Council, the area that most interested him was asset management and logistics, but he was happy to be of use where he is needed.  
Members were unanimously in favour of co-opting Mr Graham to the Council.  
Cllr Graham signed the Acceptance of Office and was welcomed.
- 21.049 Declaration of Disclosable Pecuniary & Non Pecuniary Interests by Councillors on any agenda items**  
The Chairman declared a non pecuniary interest in agenda items 21.060 and 21.061 as the Parish Council representative on the Village Hall Committee  
Cllr King declared a non pecuniary interest in agenda items 21.061 and 21.061 as a member of the Village Hall Management Committee.  
Cllr Newman declared a non pecuniary interest in agenda items 21.061 and 21.061 as a member of the Village Hall Management Committee.  
Cllr Young declared a non pecuniary interest in agenda item 21.065 as the Ward Councillor.
- 21.050 Register of interests – To declare any amendments.**  
There were no amendments.
- 21.051 Declaration of gifts or hospitality over £25.**  
None were declared
- 21.052 Minutes of the previous meeting held on 23<sup>rd</sup> February 2021**  
**Appendix 2:** These were agreed by full Council & signed by the Chairman as a true and accurate record.

## 21.053 Response to questions received by the Parish Council from residents.

- a) *Review of the Surrey Hills AONB:* a member of the public asked if the Parish Council would support his request to ask Natural England to include AGLVs in the new AONB boundary. This was agreed by all members and steps would be taken to ensure that the Parish Council is included in the consultation.
- b) *Railway bridge repair work:* a member of the public had asked if there was a timescale for this repair and expressed concern regarding the temporary one way lights and temporary compound. It was understood that the road should have been open the previous week, but nothing had been heard. Cllr Young undertook to speak to the site manager and will ascertain the future of the compound from Osborne.
- c) *Construction project HGVs:* it is not clear which sites construction vehicles are accessing when they use The Street/East Lane. This needs to be established in order to be able to address the traffic problem with the developers.
- d) *Haulage Lorries:* a member of the public had written about the speed of construction traffic through the village. Cllr Iles advised that SCC Cabinet would be discussing proposals to identify speeding lorries, so that their companies can be written to. The Chairman, as a member of Speedwatch, advised that the last lorry she had seen speeding in the village had been travelling at 39mph. Speedwatch has increased its sessions in East Lane. It was **agreed** to write a formal letter of complaint to Penwarden regarding the speed and inconsiderateness of their drivers. The Chairman proposed that she write to the Assistant Police Commissioner, pointing out the problem in our village, due to increased development. This was **agreed**.
- e) *Cycle Routes at Wisley Airfield:* a resident pointed out that the cycle routes proposed make no mention of widening the roads to allow cycle lanes, or of improving safety or improving the road surfaces. Cllr Iles reported that there had been a number of conversations with Taylor Wimpey on this subject, with a view to developing a plan.

### Adjournment

#### *Report from County Cllr*

- a) *Vaccines:* more than 390,000 residents had received their first vaccines, including 30% of the adult population and 90% of over 65s. Epsom vaccine centre will be moving to Sandown Park from the 1<sup>st</sup> May, so that racing can resume at Epsom. The Royal Surrey Hospital is still vaccinating staff and local social workers. The programme is being taken into care homes and to households where the residents are housebound.
- b) *Hatchlands:* logs had been placed at the entrance to stop traffic churning up the verge. This is not a long term solution.
- c) *Water bubbling through tarmac in The Street.:* Cllr King advised that this had been the case for some weeks and SCC Highways were resolving this between themselves and Affinity Water.
- d) *Burnt Common slips:* Cllr Iles is in discussion with Taylor Wimpey and RHS Wisley and with SCC Highways regarding the widening of the A3.

#### *Report from Borough Cllr*

- a) *Developments:* the Parish Council remains very concerned about the scale of development in the village.
- b) *Planting of Trees along the railway line:* Cllr Young hopes to see some progress soon on this.

## 21.054 Clerk's report – Update on current actions.

- a) *Annual Parish meeting:* members **agreed** as follows:
  - welcome
  - Speaker on Climate change from GEF

- Questions
- Chairman to give a resume of actions during the last year with questions answered by Members as appropriate.

#### **21.055 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 bank reconciliation to 31<sup>st</sup> January 2021 was confirmed.
- c) S106: Members **agreed** that the balance of S106 funding is used to cover the cost of planters at the Village Hall and that any final balance of monies from 20, The Street S106 to be allocated towards replacing/ renewing the noticeboards.

#### **21.056 To note significant correspondence received since the last Council meeting.**

None had been received.

#### **21.057 To Review the Council's Standing Orders**

1. Members reviewed the Council's standing orders and considered a new clause addressing the length of term of office for Chairman and Vice Chairman. Members **agreed** that the length of term for both post should be set down in the standing orders, and that the Chairman should serve a maximum of 5 consecutive years in that post and the Vice Chairman a maximum of 3 years in that post.
2. Members also agreed that a clause allowing for hybrid meetings should be added, once legislation allowed.
3. Members further agreed that an adjournment be added to the agenda, to allow members of the public to speak within the meeting.
4. The chairman and locum clerk will cross reference this document with the Code of Conduct, to ensure that disclosable and non disclosable interests are dealt with consistently.

#### **21.058 To Review the Council's Standing Financial Instructions**

These were reviewed and **agreed** by all members.

#### **21.059 To adopt the NALC Code of Conduct**

Members **agreed** to adopt the Council's current Code of Conduct, the Local Government agreed version, subject to cross referencing as referred to in 21.057.4.

#### **21.060 Public Toilet at the Village Hall:**

Cllr Rogers reminded members that a budget of £20,000 had been agreed for this project. Of the three tenders received, there was only one that was viable but at a cost of £31,800 + VAT, together with potential revenue costs of maintenance and cleaning of circa £7000 per annum.

Cllr Rogers recommended that, although highly desirable in theory, this project is unaffordable at this time and that the project be cancelled. Planning consent is valid for 5 years and so, if finances improve, it may be possible to re-consider the project at a later date within the timescale. This was **agreed**.

#### **21.061 Dishwasher and Associated works**

Members approved the recommendation to appoint Alastair Sealy from K1 Installations to refurbish the Main Hall kitchen, to include supply and installation of the dishwasher, at a cost of £6,715.07 ex VAT.

#### **21.062 The Village Orchard bench**

Members approved the recommendation to purchase a new bench for the Orchard from Glasdon, at a cost of £1063 + Vat, with free delivery.

#### **21.063 Planning & Environment Matters**

- a) Members agreed the following course of action following the receipt of advice

from Bell & Colvill Ltd of their intention to demolish the existing showroom and develop the site for residential use.

- i. Write to GBC to formally explore options for preserving the building
  - ii. Hold a meeting with Bell and Colvill to receive a briefing on their proposals. At this stage, the potential of retaining some of the frontage of the building and preserving its character can be explored.
  - iii. Write to our MP regarding the influx of applications and ask for his help. Cllr Iles offered her help and pointed out that Sir Paul Beresford had stood on the mandate of protecting the Green Belt, although there was little he could do in terms of planning decisions.
- b) 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.
- c) *Goodhart Rendell Hall*: this application, received too late to be added to the list presented to this meeting, is for a scheme of 5 houses and a replacement hall. There have been a number of objections from residents. The meeting was adjourned to allow a member of the public to speak, who advised that the hall had been given by a local man who had lost his son in WW1, and was originally intended for ex-servicemen. If it no longer had a community use, and nowadays it was hardly used, it should revert to the village. Members agreed that legal advice should be sought on how this should be addressed. The Chairman and Cllr Young will work with the Clerk to take this forward, using the Council's powers of delegation and financial regulations for emergency funding.
- d) *Wisley*: Cllr Rogers advised that he hoped to receive proposals from the Council's preferred transport consultant shortly and that he would be able to make recommendations at the next meeting.
- e) Planning update – Enforcements, Local plan, climate change & environment, TPOs, listed buildings were noted.
- f) Members agreed to the terms of reference for the inter-parishes working group on climate change.

#### **21.064 Volunteer to assist the Communications Group**

Members agreed the appointment of Tina Grice, a volunteer, to assist the Communications Group with design and graphics.

#### **21.065 Consultation on Ward Boundaries**

West Horsley Parish Council agreed to ask for the parish boundary to be left unchanged and would recommend the retention of 3 elected ward councillors. The Parish Council took this view because:

- The Village is linear, co-terminus with the parish boundary with important focal hubs being the Schools, Village Green, Village Hall and its part in the AONB;
- It has much in common with East Horsley Parish Council, which it abuts, sharing shops, medical centre, library and railway station;
- The relationship between East & West Horsley Parish Council is effective as the recent roll-out of the Gig-a-Bit Superfast Broadband scheme demonstrates;
- It has an adopted Neighbourhood Plan (December 2018) which covers the whole Village and would be difficult to disaggregate should the boundaries change;
- The Village has 3 strategic sites identified for housing development in Guildford's Local Plan. If all is approved, these give approximately 260 new dwellings in the north of the Village and 40 in the south. This represents an increase in the overall housing stock by over 27%. All are due to be built and occupied within the coming 5 years. The Village population, as at the 2001 census was 2828, will therefore

increase by at least 500. In addition, the Village is currently undergoing additional development as a result of windfall sites and garden infill; at least 10 dwellings are currently being built with more in the pipeline awaiting planning approval.

- The Parish Council suggests that the population figures quoted in the consultation document are underestimated as major housing development is already underway and will be occupied before the end of the next 5 years.
- The Parish Council has worked hard to forge effective working relationships with the 3 Borough Councillors which has proved most beneficial in a number of instances.

## 21.066 Gig-a-Bit Broadband

Members noted the progress on the roll-out of the Gig-a-Bit Superfast Broadband Scheme, enabling the whole of East and West Horsley to achieve FTTB. Cllrs Buosi and Murray had turned the scheme around in under 3 weeks in order to meet the deadline, receiving 619 resident responses on the website and 400 residents signed up to the parish newsletter database. The Chairman thanked Cllrs Buosi and Murray on behalf of the Parish Council and the residents for the huge volume of work they had undertaken in order to achieve the deadline.

## 21.067 Task Group updates:

- a) Community Events (MB, FK, VB, SN) – ‘Village in Bloom’ is well under way, including posters on the notice boards. There had been a good response from the usual sponsors.
- b) Asset Management, Maintenance & Village Appearance Task Group (TR, MB, VB) -
  - i. Cllr Newman had agreed to join this task group, as so many areas overlap with Road Safety and Maintenance. She will give up her place on the Community Task Group.
  - ii. Village green: Cllr Buosi will oversee the tree planting
  - iii. Planters outside village hall: these look very good
- c) Road Safety and Maintenance (SN, MB, TR) – VAS: Cllr Newman hopes that these will arrive by the end of the week. Some members of the Community Speed Watch team have volunteered to help change the batteries and will be undertaking the training shortly.
- d) Communications (VB, CY, GM) –
  - i. Broadband: the group is using Mailchimp to email residents with updates and plan a joint meeting with East Horsley shortly regarding the scheme rollout.
  - ii. Newsletter: work has started on this.
  - iii. Website: Cllrs Buosi and Murray are hoping to start work on updating the website shortly.
  - iv. Noticeboards: a new one had been erected by the Village Hall. Cllr Buosi asked all members to approve its design, as there was funding available for more.
- e) Personnel (SN, FK, EB) –
  - i. the group has started to review the Council’s policies on procedures and has found some gaps. Work will start on this soon, with the help of the Locum Clerk.
  - ii. The advertisement for the new Clerk will go out on the 1<sup>st</sup> April.

Review of courses recently attended: Cllr Murray will shortly attend a course on How to be an Effective Council. Cllr Newman will ascertain whether there is room on the course for Cllr Graham.

**21.068 Action Log carried forward from previous Parish Council meetings:** Members were asked to look at the Action Log and to advise the Chairman of any actions that should be closed and those that had not progressed, so that the log can be brought fully up to date.

## 21.069 Other Village Matters (for information only)

- a) *Lorries in Silkmore Lane:* very large lorries accessing the development site on Silkmore Lane are making it impossible for cars to get in or out and are destroying the verges. Members agreed that the site manager should be contacted regarding the transport plan and that logs should be considered to protect the verges.
- b) *Use of Tennis court:* two ladies in the village want to set up lessons for children

and asked if they could reserve slots each week. The Chairman and Cllr Murray will discuss this, and Cllr Murray will also be asked to look at the potential of a booking system.

- c) *East Lane*: a resident wishes to discuss his neighbours tree with the Parish Council. It was agreed that Cllrs King and Young will discuss this with the Locum Clerk.
- d) *JAG meeting*: Cllr Beynon attended this meeting the previous Monday with reference to Kingston Meadow. There was no real progress as the PCSO who is dealing with this is currently on sick leave. If there is a problem, people are asked to dial 101 immediately.

**21.070 Date of next meeting:**

Tuesday 20<sup>th</sup> April 2021, 6.30pm

Tuesday 20<sup>th</sup> April 2021, 7.30pm Annual Parish meeting

Tuesday 4<sup>th</sup> May 2021, 7.30pm, Annual Statutory Meeting.

The meeting closed at 9.40pm.