



## MEETING OF WEST HORSLEY PARISH COUNCIL

### Minutes of the meeting held on Tuesday 17<sup>th</sup> August 2021

**Present** Chairman, Cllr E Best; Cllrs M Beynon, V Buosi, F King, T Rogers, G Murray; Borough and Parish Cllr C Young. Also present: Locum Clerk Mrs J Cadman; Clerk Designate Mrs J McClung; two residents.

#### 21.157 **Chairman's Opening Comments**

The Chairman welcomed everyone to the meeting, reminding them that Parish Council meetings are meetings in public, not public meetings. Mrs Jane McKenzie, who joins as Deputy Clerk on 1<sup>st</sup> September, was welcomed; and the Chairman thanked Ms Joanna Cadman, locum clerk, who leaves her post at the end of August, for her valued support and expertise during an important time for the Council.

It was reported that Sally Newman had resigned as Parish Councillor with immediate effect. Members agreed for her leadership roles to be temporarily covered as follows: Cllr Buosi as Representative for Grace & Flavour; Cllr Rogers for Lead of Road Safety Task Group. The Clerk has informed GBC of the resignation and the official vacancy notice has been placed on the Parish Council's website and noticeboards.

21.158 **Apologies** Cllr A Graham. Apologies were also received from Borough Cllrs C Barrass and T Anderson; and County Cllr C Cross.

21.159 **Declarations of Interest** None were made.

21.160 **Amendments to Register of Interests** None were made.

21.161 **Declarations of Gifts/Hospitality over £25** None were made.

21.162 **Approval of the Minutes of Previous Meeting** The minutes of 20<sup>th</sup> July were approved by the full council and signed by the Chairman as a true and accurate record.

21.163 **Clerk's Report** The clerk advised that all current items were being dealt with by the agenda.

#### 21.164 **Significant Correspondence Received Since the Last Council Meeting**

- a) *Adverse effects from development* – a resident has expressed concerns about the ongoing effect to residents of the substantial developments at Silkmore Lane and behind Bell & Colvill. This is ahead of expected future disruption due to the Manor Farm development. The Council is very aware of the situation and is doing all it can to ensure the building contractors adhere to their traffic management plans. The Council will respond to the resident.
- b) *Cranmore Lane* – residents are concerned about movement of the tarmac on the road which is causing damage to property. This is being caused by continuing traffic of heavy lorries. Members agreed to contact Cllr Cross directly as this is a Surrey Council Council highway issue.

#### 21.165 **Financial Matters**

- a) Standing items: lists of payments authorised at the previous meeting and proposed payments were approved by full council at this meeting.
- b) Members confirmed the bank reconciliation to 31<sup>st</sup> July 2021.
- c) Members received the report of expenditure against budget to 31<sup>st</sup> July 2021. It was agreed that the cost of the new laptop should be moved from IT costs to capital expenditure.

Chairman's Initials: \_\_\_\_\_

## 21.166 Planning Matters

- a) **GBC Planning Applications** received between Thursday 15<sup>th</sup> July up to and including Wednesday 11<sup>th</sup> August 2021. See [www.guildford.gov.uk/planning](http://www.guildford.gov.uk/planning) for more information.

The Planning Task Group reported that it had reviewed all applications and recommended the following responses, all of which were ratified as presented:

21/W/00088 Shere Cottage, Shere Road: Prior Notification N/A  
 21/P/01486 - Shere Cottage, Shere Road: Objection\*  
 21/P/01495 - 219 The Street: No Objection  
 21/P/01471 - Dolphins, Mount Pleasant: No Objection  
 21/P/01476 - Farthingworth, Cranmore Lane: No Objection  
 21/P/01424 - Wix Farm, Epsom Road: Objection\*  
 21/P/01425 - Wix Farm, Epsom Road: Objection\*  
 21/P/01023 - 27 Nightingale Crescent: Certificate of Lawfulness N/A  
 21/P/01553 - 64 Nightingale Crescent: Objection  
 21/P/01562 - Shere Cottage, Shere Road: Certificate of Lawfulness N/A  
 21/P/01587 - Land South of Champney Cottage: Objection

\*These planning applications were validated by GBC shortly after the previous meeting. Extensions to the Neighbour Consultation Date were requested but not granted. Responses were therefore drafted by the Planning Task Group and shared with all councillors via email for their consideration and acceptance or otherwise before submission. A show of hands at the meeting confirmed that all councillors agreed with the objections sent out and they thereby agreed to ratify each decision.

- b) **Planning Decisions, Enforcements and Appeals** as reported by Guildford Borough Council between 14<sup>th</sup> July and 11<sup>th</sup> August 2021 were noted.

### c) Local Plan – update of allocated sites

- Site A39 Waterloo Farm: A planning application for this site is currently being validated by GBC and the Parish Council expects to receive it soon. Oakland Farm: Still awaiting a decision from GBC.
- Site A37 Manor Farm: Initial work appears to be underway.
- Site A38 Lollesworth Fields: Permission for access has been granted, along with outline permission for the rest of the site. Taylor Wimpey, which now owns the site, shared its outline plans at a meeting attended by the Chairs of East and West Horsley Parish Councils, together with Ward Councillors Tim Anderson and Catherine Young.
- Site A35 Wisley: Representatives of East and West Horsley Parish Councils met with Taylor Wimpey to discuss the villages' concerns.

### d) Other matters to note

- Bell & Colvill proposed residential development: The project has a new planning consultant (from Langdale Planning) who has agreed to meet members of the Parish Council in September to discuss plans for the redevelopment of the site.
- Meeting with Cllr J Bigmore: Following their recent meeting with Sir Paul Beresford, the Chairs of East and West Horsley Parish Councils have arranged to meet with Cllr Bigmore to discuss the detrimental impact the Local Plan is having on the Villages. A statement will be drafted after the meeting and shared with residents.
- Expansion of AONB boundaries: Cllr Rogers informed Members that Surrey Hills is the first test case in the country for expansion of AONB boundaries. Consultants are being appointed to determine what is required to secure the moving of boundaries in our favour.

*Chairman's Initials:* \_\_\_\_\_

**21.167 Review of Asset Register**

The Chairman thanked the Assets Task Group for producing a very extensive review of the Asset Register. The Task Group is now in the process of locating, inspecting and valuing all assets. All Councillors will review the document. It was noted that an accurate register is required for insurance purposes.

**21.168 Orchard Restoration Project**

A detailed proposal, which was prepared by Sally Newman before her resignation, was considered by Members. The contract for the project was awarded some time ago. Ms Newman, along with the Chairman, had recently met the contractor on site for a more detailed briefing on his plans for completing the project. She had asked for a proposed timeline, details of what exactly would be planted, and for guidance on what information would be needed before submitting a planning application. Her findings are clearly reported in the proposal document, but in summary:

- The contractor highly recommends commissioning a landscape architect to prepare some 3-D illustrations for inclusion in the planning application.
- The contractor gave details of which trees and shrubs he plans to plant, including those to fill the hedging in after the dying ash trees are removed. Members debated the planting of oak trees, (one of Mr Ackerman's requests as part of his bequest) as they grow too large. Members agreed to ask the contractor to liaise with GBC's Tree Officer (Tim Holman) for pre-application advice.
- It is proposed that an archway is installed at the entrance to The Orchard to make a welcoming impact on visitors. Images of a selection of metal and wooden designs are included in the proposal. The type or design of arch has not yet been decided.
- The contractor will soon need authorisation for the purchasing of plants, to enable him to get them in the ground at the right time of the year.

The Chairman proposed the formation of a working group of councillors who are interested in seeing this project through. Members agreed to aim for a 'grand opening' to coincide with the Queen's Jubilee in June 2022.

Members agreed to proceed as set out in the proposal, having taken Tim Holman's advice on whether oaks should be included, and approved the list of items for expenditure.

**21.169 Concurrent Functions Grant Aid 2022/23**

Several projects were discussed including: the refurbishment of Millenium Viewpoint at Sheepleas, with the addition of a bench; the installation of a second large picnic table and a new wooden sign at The Orchard; and the installation of a bench at the top of Long Reach.

Members agreed that another picnic table and a wooden sign for The Orchard was the most suitable option for this funding opportunity. The application will be submitted. Members also agreed that with further research the Millennium Point project could be a suitable candidate for the Members' Community Allocation funding.

ClIr Young has very generously offered to donate the funds for a bench at the top of Long Reach. The Parish Council will organise its installation.

**21.170 Date of next meeting**

Tuesday 21<sup>st</sup> September 2021, 7.30pm in the Cedar Room, West Horsley Village Hall.

The meeting was closed at 20.21.

Signed by the Chairman as a true and accurate record: .....

Date: .....

*Chairman's Initials:* \_\_\_\_\_