

MEETING OF WEST HORSLEY PARISH COUNCIL
Minutes of the meeting held on Tuesday 15th March 2022

Present

Chairman, Cllr E Best; Cllrs M Beynon, V Buosi, F King, T Rogers; Borough & Parish Cllr C Young; Borough Cllr C Barrass; J McClung, Clerk; J McKenzie, Deputy Clerk. Also present: six residents.

22.034 **Chairman's Opening Comments**

The Chairman welcomed everyone to the meeting, reminding them that Parish Council meetings are meetings in public, not public meetings. The Chairman reported that she had attended a tribute service for Bamber Gascoigne at The Guards' Chapel, Wellington Barracks. NALC has issued guidance to Councils in relation to the humanitarian crisis in Ukraine. The Parish Council does not have the power to donate, however it is directing residents to the DEC and Government websites for those wanting to send money or offer shelter. After more than 60 years the West Horsley Good Companions Club is winding down in April as membership has dwindled. The Chairman will write to express thanks. The Chairman attended a Surrey ALC Chairs Forum at which Cllr Matt Furniss (Cabinet Member for Highways, SCC) gave a Highways & Infrastructure update, and a meeting of the Village Hall Management Committee. Finally, the Chairman offered her congratulations to West Horsley Evening WI for their very successful Link Together Tea.

22.035 **Apologies**

Apologies were received from Cllr G Padfield-Wilkins, County Cllr Cross, Borough Cllr Anderson.

22.036 **Declarations of Interest; Amendments to Register of Interests; and Declarations of Gifts and/or Hospitality over £25**

- Cllr Young declared an interest 22.044 as she is a substitute councillor on the Guildford Borough Planning Committee
- Cllr Beynon declared an interest in 22.044 as she is the secretary of the original Arts working party.
- Cllr Best declared an interest in 22.043 as she is a volunteer.

22.037 **Approval of the Minutes of Previous Meeting**

The minutes of 15th February 2022 were approved by the full council and signed by the Chairman as a true and accurate record.

Public Forum (*meeting adjourned to allow visitors to make comments*)

Borough Cllr Young:

- Dealing with a lot of enforcement notices, particularly relating to dog-walking sites, with the latest one appearing on Ockham Road North. Some residents are drafting a paper of all the different sites.

Borough Cllr Barrass

- Has written in support of the Community Governance Review to increase to eleven councillors.

Members of the Public

- Cranmore Lane: residents still trying to persuade Concept Developments to fix the track. There is an enforcement out; acknowledged by Countryside Access officer. Would also like a breach of planning condition notification placed on Concept as it has not followed its Transport Management Plan. Residents are hoping to set up a road fund agreement for ongoing maintenance of road. Chair will write to Head of Enforcement specifically to draw attention to breach of planning condition. The Parish Council is meeting Cllr Cross at the site on Mon 21st March to review the damage.
- Village Green: resident has requested the hedgerows on the Green be maintained by the Parish Council. Brambles are encroaching over the green and benches. There is a fallen tree in the hedgerow that needs to be removed. Parish Council will arrange a site visit with the resident to discuss this as well as the matter of establishing the boundary to the Green.

Chairman's Initials: _____

- Village Hall: trustees have raised the issue of the two sink holes in the road as they are very concerned. Parish Council will escalate this matter to Cllr Furniss.

22.038 **Clerk's Report**

- GBC has confirmed that we are now able to co-opt a new councillor. Adverts have been posted online and on parish noticeboards; an application deadline of 5pm on 31st March has been set.
- Peachy Pubs which owns the Duke of Wellington has donated £200 to the Youth Council as part of its 'Random Acts of Kindness Day' initiative.
- Our Village Warden will be leaving his post towards the end of May. A briefing note for his replacement will be prepared and the position advertised.
- The Community Governance Review is currently underway. Residents have until 11th April to respond. Councillors are encouraged to submit representations as individuals. PC will send a Mailchimp to its subscribers and re-post on Nextdoor.
- WHPC's planning application for the Orchard Restoration Project has been approved. Clearance work will commence on 21st March with planting to follow from 30th March until the work is complete.

22.0039 **Significant Correspondence Received Since the Last Council Meeting**

Nothing to report.

22.0040 **Financial Matters**

- Standing items: A list of payments authorised at the previous meeting was noted; and a list of proposed payments was approved by full council at this meeting.
- Members confirmed the bank reconciliation to 28th February 2022.
- Members received the report of expenditure against budget to 28th February 2022.
- Members agreed to move £276 from Youth Council income to a new EMR for Youth Council.
- Members agreed to move £3651 from Planning cost centre to EMR for Planning.
- Members agreed to move £150 from Planting of Bulbs cost centre to a new EMR for Bulb Planting.

22.041 **Finance Committee**

Members approved the election of Cllr Padfield-Wilkins to its Finance Committee.

22.042 **Strategic Documents Review**

- Members received and approved a schedule for reviewing all strategic documents in 2022 with the addition of the Risk Register.
- Members reviewed and approved the following documents:
 - Complaints Procedure
 - Code of Conduct

22.043 **Horsley Community Speed Watch**

Members received a report from the CSW team. Appreciation for the work they do was expressed.

22.044 **Your Fund Surrey**

- Members received and approved a progress report on the Your Fund Surrey 'Arts Project' and 'Community Sports Hub Project'. One abstention Cllr Young.
- Members agreed to establish an Arts Project Steering Group with terms of reference and governance arrangements in place. One abstention Cllr Beynon.
- Members agreed to establish a Community Sports Hub Steering Group with terms of reference and governance arrangements in place. One abstention Cllr Young.

22.045 **Queen's Green Canopy**

- Members approved the planting of a tree in the Village Orchard as part of The Queen's Green Canopy; and
- Approved the purchase of an official Green Canopy plaque to mark the occasion of its planting.

Chairman's Initials: _____

22.046 Litter Bins

Members received and approved a briefing note on the purchase and installation of two new litter bins along The Street/East Lane.

22.047 Planning & Environment Committee Update

- a) Members reviewed and approved an amended version of the Planning & Environment Committee Terms of Reference.
- b) Members received a report on Planning & Environment Committee meetings held since the previous Council meeting. An amendment to 22.005 was agreed.

Additional Matter: Councillors met again with Thakeham Homes. Construction & Landscape Management Plan (CLMP) has been submitted to GBC. Thakeham be issuing quarterly newsletters to residents; they will confirm start date and schedule in their first newsletter.

22.048 Task Group UpdatesAsset Management & Village Appearance:

- Tennis Court Refurbishment - temporary lines are being painted so residents will be able to use the court from Monday 21st March. A noticeboard is being installed at the court.
- Bench installation at ORN/East Lane now completed. Official opening of bench being planned.

Climate Change:

- Joint East and West PC Climate Change Task Group meetings have been scheduled every two months for the year ahead. The Task Group is in discussion with GBC to consider possible locations on GBC-owned land where some of the Treescapes whips can be planted.

Communications:

- Newsletter nearly complete. Welcome packs will be ready soon too.

Community Events & Wellbeing:

- Next event is the litter pick on 21st May.

Jubilee Celebrations:

- Working with East Horsley to organise the Jubilee Picnic Party at Horsley Towers on 5th June, incorporating a pageant from West Horsley Place to Horsley Towers; and the lighting of a Jubilee Beacon at the Millennium Point, Sheepleas on 2nd June.

Personnel:

- Matters being dealt with in 22.051.

Road Safety & Maintenance:

- Advising on road safety for Jubilee events. Still chasing SCC on clearance of path along The Street.

Youth Council:

- A meeting is scheduled for 16th March, with lots to discuss.

22.049 Other Village Matters

Nothing to report.

22.050 Date of next meeting

Tuesday 12th April 2022 at 7.30pm.

- 22.051 Members resolved to exclude the press and public from the final items in accordance with the provision of the Public Bodies (Admission to Meetings) Act 1960 in order to discuss staffing matters. Members approved all recommendations as set out in the briefing papers.

The meeting was closed at 9.19pm.

Signed by the Chairman as a true and accurate record:

Date:

Chairman's Initials: _____

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