

**MEETING OF WEST HORSLEY PARISH COUNCIL**  
**Minutes of the meeting held on Tuesday 12<sup>th</sup> April 2022**

**Present**

Chairman, Cllr E Best; Cllrs M Beynon, V Buosi, P Dodgson, F King, G Murray, G Padfield-Wilkins, T Rogers; Borough & Parish Cllr C Young; Borough Cllrs C Barrass; J McClung, Clerk. Also present: two residents.

22.052 **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 the Guildford Borough Council (GBC) Chairs & Clerks Reception, hosted by the Mayor, and that she had spoken at length to GBC's Leader Cllr Joss Bigmore and CEO Tom Horwood about matters effecting West Horsley. She had also represented the Council at the opening of the GladRags Banner Exhibition at West Horsley Place.

22.053 **Apologies** J McKenzie, Deputy Clerk

22.054 **Co-Option of a New Parish Councillor**

Members all voted in favour of the co-option of Paul Dodgson as Parish Councillor. A Declaration of Acceptance of Office was signed before the Clerk and a Register of Interest completed.

Cllr Dodgson has lived in West Horsley for 25 years. He has had previous involvement with the Parish Council, having chaired the Working Party that formulated the Parish Plan and was subsequently Chairman of the Neighbourhood Plan Steering Group. Cllr Dodgson has been actively involved in the community for many years too. He was Chairman of the committee that established the Youth Club at East Horsley Village Hall, an active member of The Whips for many years, and has recently been appointed Vice-Chair of the Horsley U3A. Recently retired from his role as Circuit Judge, Cllr Dodgson is looking forward to usefully devote some of his spare time to Council activities.

22.055 **Declarations of Interest; Amendments to Register of Interests; and Declarations of Gifts and/or Hospitality over £25** None were declared

22.056 **Approval of the Minutes of Previous Meeting** The minutes of 15<sup>th</sup> March 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 Barrass

- GBC Councillors voted against moving forward with a formal review of the Local Plan at this time, for fear of ending up with a greater, not lesser, number of homes required to be built. Councillors are still informally gathering data, making sure they are prepared as soon as the review does get underway.
- The Reg 19 Consultation on the Development Management Policies (DMP) has concluded. The aim now is to get it through before the next election; to get it in front of the Inspectorate as soon as possible. Questions asked can be raised at that time.

Borough Cllr Young:

- WHPC responded to the DMP Reg 19 Consultation, making a number of recommendations, and some specifically relating to dark skies policies were accepted.

Members of the Public

- The speed camera on The Street only flashes when a speeding car has virtually passed it. Council will investigate.
- The 30mph sign outside Grove House has been stolen and needs to be replaced. The Council will report this to Surrey County Council (SCC).

- The noticeboard at the Village Hall needs replacing. The Council intends to do this soon.
- The Trustees of the Village Hall are planning to paint the outside of the building and would like to paint it a different colour. They will liaise with the Council before making any decisions.

#### 22.057 **Clerk's Report**

- A VAT Return for £11,154.03 has been submitted for the financial year 2021/22.
- A year end internal audit is scheduled for 18<sup>th</sup> May.
- The first instalment of the precept (£43596.50) for 2022/23 has been received.
- A refund of £438 has been received from HR Services.
- The Community Governance Review has now closed. We thank everyone who has participated and await the outcome of the review.

#### 22.0058 **Significant Correspondence Received Since the Last Council Meeting**

- Rev. Dr Mike Branscome (Trustee) has written to thank the Council for its donation to the Cobham Food Bank, which continues to support clients who reside in West Horsley.
- St Mary's Church is considering installing an outdoor fridge/pantry at The Wheelhouse with a view to reducing food waste whilst providing supplies for those in need in the parish.
- Owners of Wix Hill stables has informed the Council that they have installed new fencing following a number of dog attacks on sheep.

#### 22.0059 **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 31<sup>st</sup> March 2022.
- Members received the report of expenditure against budget to 31<sup>st</sup> March 2022.
- Members received and approved the updated Fixed Asset Register and List of Low Value Assets as at 31<sup>st</sup> March 2022.

#### 22.060 **Strategic Documents Review**

- Members reviewed and approved the following documents:
  - Model Publication Scheme
  - Email and Internet Usage Policy
  - Fixed Asset Capitalisation Policy

22.061 **Annual Parish Meeting:** Members received and approved the agenda for the Annual Parish Meeting on 10<sup>th</sup> May.

22.062 **Neighbourhood Plan** - Members received and approved a briefing note on the reinstatement of the WHNP website in preparation for its review.

22.063 **Business Cards** - Members received and approved by a majority vote a briefing note on the provision of business cards for councillors and clerks, with the proviso that personal telephone numbers are not included - two abstentions (Cllrs Rogers & Young).

22.064 **Village Warden** –Members received and discussed a draft job description for a replacement village warden. Councillors to email the Clerk with any final comments. A final draft will be circulated to councillors for approval before the post is advertised. Council formally recorded their appreciation for the work our outgoing Warden has done.

22.065 **Planning Consultant** – Members received and approved a briefing note on the appointment of Andrew Black Consulting in preparation for the Wisley Airfield planning application which is expected in May.

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

- 22.066 **Strategic Plan** - Members received and approved an updated version of the WHPC Strategic Plan 2022-2024, as amended at a strategy meeting on 29<sup>th</sup> March.
- 22.067 **Planning & Environment Committee Update**  
 a) Members received a report on Planning & Environment Committee meetings held since the previous Council meeting. It was noted that information may change relating to item e.
- 22.068 **Task Group Updates**
- Asset Management & Village Appearance:
- Tennis court almost finished.
- Climate Change:
- Joint East and West PC Climate Change Task Group - Members noted the minutes from the Group's meetings on 14<sup>th</sup> February and 11<sup>th</sup> April.
- Communications:
- Newsletter will go to the typesetters in the next couple of days, with delivery in a couple of weeks.
  - The West Horsley Welcome Pack will also be finished in the next few of weeks.
- Community Events & Wellbeing:
- Easter Walk is on the website and will be plugged again on Nextdoor. Thanks to St Mary's Church for advertising West Horsley in Bloom in its magazine.
- Jubilee Celebrations:
- Arrangements are progressing well on the Horsley Towers event.
  - Parade is also moving forward. GBC will help with traffic calming.
  - Location for the Lighting of the Beacon still not confirmed.
- Personnel:
- Nothing to report.
- Road Safety & Maintenance:
- Bollards at the school – two have been removed to enable the coaches to get round the corner. The Council is asking SCC for zig-zag lines to be painted on the opposite side of the road.
- Youth Council:
- The Youth Council is working towards a trial cinema event at West Horsley Place on 22<sup>nd</sup> April. Councillors are invited to join them and to offer support.
  - A date of 24<sup>th</sup> July has been pencilled for the official opening of the refurbished tennis court at Long Reach. This will coincide with the final few matches of the Youth Council's tennis tournament.
- 22.069 **Other Village Matters**
- 20 The Street has planted Portuguese Laurel instead of native species listed in the soft landscaping scheme in the approved planning application.
  - There is an issue with getting Gigabit to properties between West Horsley Place and Cranmore School. This may cause some disruption/road closures. The Council will keep residents informed.
  - A reminder to participate in the village Sunflower Challenge.
- 22.070 **Next meeting** is the Annual Meeting on Thursday 19<sup>th</sup> May 2022, 7.30pm in the Cedar Room.

The meeting was closed at 8.57pm.

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

Date: .....

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