

**Minutes of the Meeting held on Tuesday 21<sup>st</sup> June 2022**

**Present**

Chairman Cllr E Best; Cllrs M Beynon, P Dodgson, F King, G Murray; Borough & Parish Cllr C Young; County Cllr C Cross; Borough Cllr C Barrass; J McClung, Clerk; J McKenzie, Deputy Clerk.

Also present: three residents and three members of West Horsley Youth Council.

22.098 **Chairman's Opening Remarks**

The Chairman welcomed everyone to the meeting, reminding them that Parish Council meetings are meetings in public, not public meetings. The Chairman expressed her sincere thanks to all who helped organise, supported, and sponsored the hugely successful Horsley Jubilee celebrations; with particular appreciation to Ruth Strickland Banks, Katie Tinkler, Gill and Harry Eve, Clare Clinton and her team at West Horsley Place, Tim Banks, Roy Buosi, Utterly Unique, Marsha from the Tiger Lily Bus Company, Rex Butcher, Cllr Buosi, Cllr Murray, and Benny Banks. The Chairman added that she is very much looking forward to West Horsley in Bloom and the Village Garden Party in September.

22.099 **Apologies for Absence:** Cllr Buosi; Cllr Rogers

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

None to report

22.101 **Approval of the Minutes of Previous Meeting**

The minutes of 19<sup>th</sup> May 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*)**

Members of the Public

- Speed Limit on A246: When the speed limit has been reduced to 40mph how are the police planning on enforcing the limit?
- Bollards and verges at Cranmore Lane: When are they going to be restored? The Council suggested it would be better to fully restore the Lane when the developers have completed their work.

Borough Cllr Young

- M25/A3 Junction: Briefings are ongoing, both as webinars and physical meetings (leaflets have been delivered to all residents).

Borough Cllr Barrass

- M25/A3 Junction: Appalled at the lack of joined up thinking between National Highways, SCC and GBC, and the lack of contact with Parish Councils.

Youth Council

- Youth Tennis Tournament starts this Saturday, Youth Council would appreciate everyone's support. Looking for more players and umpires.

County Cllr Cross

- He has been trying to fix up meetings with the SCC roads team.
- Effingham also wants to reduce A246 to 40mph.
- A document evidencing all roads/paths in need of attention was presented Cllr Cross, highlighting the lack of attention to a number of matters of importance to the village. Cllr Cross will review.

22.102 **Clerk's Report**

- We have received £1068 from Guildford BC towards two new wooden litter bins. This was the remaining S106 from the 20 The Street development.

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- A new picnic table has been installed in the Village Orchard. The £630 GBC Concurrent Functions Grant Aid awarded to the Council for 2022-23 will now be claimed.
- GBC has not received a call for an election for the Councillor vacancy meaning the Council is now able to co-opt a new Member.
- The notice of public rights and the publication of the un-audited Annual Governance Accountability Return will run from 27<sup>th</sup> June to 5<sup>th</sup> August.
- The defibrillator at the Village Hall is now installed in its new case. The Wheelhouse and 8 The Street defibrillators will be installed shortly.

22.0103 **Significant Correspondence Received Since the Last Council Meeting**

- Residents in Northcote Road/Crescent are unhappy about the poor condition of the roads and pavements. The Roads Task Group is addressing the matter.
- Matt Furniss has responded to the sink hole issue reporting that SCC sees no immediate problem. Thames Water are believed to be monitoring the sinkholes.

22.0104 **Audit for 2021/2022**

- Members received and approved the internal auditor's report.
- Members received the Annual return for the year ended 31<sup>st</sup> March 2022.
  - Annual Governance Statement: Members considered and responded to the statement, as set out, in conjunction with the internal auditor's report. All statements were agreed in the affirmative.
  - Accounting Statement for 2021/22: Members approved the statement, in conjunction with the internal auditor's report.

22.0105 **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 received and approved the bank reconciliation to 31<sup>st</sup> May 2022.
- Members received and approved the report on expenditure against budget to 31<sup>st</sup> May 2022.
- Members received and approved a quote for the clearance of the ditch at the Village Orchard along Ripley Lane.

22.106 **Review of Strategic Documents**

- Members reviewed and approved the following:
  - Grievance Policy
  - Disciplinary Policy
  - Recruitment Policy
  - Staff Committee Terms of Reference

22.107 **S106 Schedule Review**

Members received and noted an updated S106 Schedule. Members to email the Roads and Assets Task Group if they have any questions or suggestions for new projects. The Task Group will be asking local community groups if they have any projects in mind that would be suitable for S106 funding.

22.108 **Green Canopy Plaque**

Members discussed the installation of a 'Queen's Green Canopy' plaque in the Village Orchard. It was agreed that a date in September/October should be found.

22.109 **Climate Change Events**

Members received and approved a briefing note from the Joint East and West Climate Change Task Group, including the setting up of four evening presentations for residents over the next 12 months.

**22.110 Community Forum**

Members received and approved a briefing note on a Community Forum to discuss infrastructure for the enlarged West Horsley. The initial briefing note will now be fleshed out for further discussion at the next Parish Council meeting. Proposed timing for such event is October.

**22.111 Village Warden**

Members received and approved the job specification for a new Village Warden with one amendment. The Council will now advertise the position with a view to appointing a Warden as soon as possible.

**22.112 Garden Maintenance Contract**

Members received and approved the tender for the renewal of the three-year garden maintenance contract with one amendment. The Council will now obtain a minimum of three quotes for the contract with a view to the contract commencing in September 2022.

**22.113 Planning & Environment Committee Update**

- Members received a report on Planning & Environment Committee meetings held since the previous Council meeting.
- It was noted that St Mary's need to seek pre-application advice before installing a cycle rack as the church is a Grade I listed building and in the Green Belt. The Committee will write to the Church Office to advise.

**22.114 Clerks' Office Hours & Community Drop-In Dates**

Members received and approved a schedule for the Clerks' office hours and the continuation of Community Drop-In Sessions to the end of 2022. The next Drop-In, on Wednesday 6<sup>th</sup> July, will be hosted by the Communications Task Group. Residents are welcome to the Rubin Room from 11am-12pm. The Council will consider hosting additional evening Drop-In sessions to enable more residents to attend.

**22.115 Operation London Bridge**

Members received and approved a briefing note on preparation for Operation London Bridge, including moving £700 to an Earmarked Reserve to cover costs for this and Operation Menai Bridge.

**22.116 Ockham Parish Council (OPC) Legal Challenge on Approval of A3/M25 Junction 10 Upgrade**

OPC withdrew its intention to challenge before the meeting, so the item was not discussed.

**22.117 Task Group Updates**

Asset Management, Road Safety & Village Appearance: The Task Group is working to forge closer links with GBC and SCC to help the Council maintain the village roads and hedgerows, and to keep the paths throughout the village clear for all to use safely.

Climate Change: Seven trees will be planted in Nightingale Crescent to mark each decade of The Queen's reign. The Council intends to pay for the trees and planting from the Akerman Bequest. A briefing note will be presented for approval at the next Parish Council meeting.

Communications: The Task Group is meeting on 5<sup>th</sup> July.

Community Events & Wellbeing: West Horsley in Bloom – biggest number of entries ever. Judges have spent many hours judging. Presentation Evening is on 1<sup>st</sup> July. Mayor of Guildford will be attending.

Personnel: Task Group met to review several policies and has identified some additional policies for the Council to consider adopting. These will be presented in future meetings.

**22.118 Other Village Matters**

Horsley Library is getting three new recycling bins for spectacles, batteries and empty tablet foils.

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

22.119 **Dates of Next Full Council Meetings**  
Tuesday 19<sup>th</sup> July 2022, 7.30pm in the Cedar Room  
Tuesday 20<sup>th</sup> September 2022, 7.30pm in the Cedar Room

*Full Council will not be meeting in August unless there is a matter of urgency that needs to be discussed.*

The meeting was closed at 21.09pm

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

Date: .....

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