

**Minutes of the Meeting held at 7.30pm on Tuesday 21st March 2023
Cedar Room, West Horsley Village Hall**

Present

Chairman Cllr E Best; Cllrs V Buosi, P Colborne-Baber, P Dodgson, F King, T Rogers; Borough & Parish Cllrs C Young, C Barrass; County Cllr C Cross; J McClung, Clerk; J McKenzie, Deputy Clerk; four residents.

23.039 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 reported that along with Cllrs Beynon and Young she had attended Jen Powell's funeral, with Cllr King representing the Council at her memorial service. The Annual Parish Meeting had been well attended. Local nurse Jane Graham had run an excellent workshop on how to use a defibrillator, and the guest speaker from Surrey Fire and Rescue Service had given an informative and entertaining talk. The Chairman thanked everyone who had supported the Council's Spring litter pick.

22.040 Apologies for Absence

Cllrs M Beynon, G Murray; Borough Cllr T Anderson

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

- Cllr Young declared a non-pecuniary interest as a member of Guildford Borough Council in respect of planning matters in 23.055.

23.042 Approval of the Minutes of the Previous Meeting *Appendix 1*

The minutes of the meeting held on 21st February 2023 were approved by the Council and signed by the Chairman as a true and accurate record.

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

County Cllr Cross

- Met with WHPC Roads Task Group to look at priorities for road and pavement repairs. Roads and potholes are an SCC priority. Involved with the ongoing School Lane parking issue. The A246 speed reduction should be implemented this financial year.

Borough Cllr Barrass

- Congratulated the Council on an enjoyable Annual Parish Meeting.

Borough Cllr Young

- There is an extraordinary meeting of the GBC on 22nd March at which the Guildford Borough Local Plan: Development Management Policies is likely to be adopted.
- Attended a meeting with Kevin Deanus, Cabinet Member for Transport and Community Resilience for SCC, as well as representatives from WAG and Ockham PC. The meeting included a tour of the area to show Mr Deanus the state of the roads, including those that regularly flood and those with serious potholes. Many of these issues are caused by landowners/residents not maintaining their water courses. The Council will take action to make sure they are aware of their legal responsibilities.

Members of the Public

- Ongoing concern in relation to the one-way traffic system at the Village Hall: The Council will discuss the engagement of a traffic management consultant at its April meeting.
- Where can paper copies of the consultation documents for the AONB Boundary Review be found?: There is a copy at Horsley Library.

Chairman's Initials: _____

23.043 **Clerk's Report**

- The Clerk has attended a SALC Clerks' Forum and GBC Parish Liaison Forum, and completed a Year End Audit Training session with Rialtas.
- PKF Littlejohn has been appointed as the Council's external auditor for the next five financial years.
- Wills & Smerdon has kindly offered to sponsor advertising boards for the Coronation Event.
- Zurich Insurance is now covering Coronation events with up to 2,000 people in attendance at any one time; provided a thorough risk assessment has been carried out.

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

- A letter reporting an incident involving a mobility scooter due to the state of the pavements along The Street.
- A request for netball lines on tennis court. The Council does not wish to go down this route.
- Complaints about Sunday working at Manor Farm: The Council reported this to GBC and the developers have had a warning.
- A letter about changes to the Howard of Effingham School's admissions policy.
- A letter about ongoing flooding on The Street by the railway bridge.
- Concerns over the damage being caused to the habitat of protected animals and plants because of the tree felling at Sheepleas. The Council will write to Tim Oliver, Leader of SCC, to inform him the matter was raised at this meeting.

23.045 **Financial Matters Appendices 2, 3 & 4**

- a) Standing items: A list of proposed payments was approved by Full Council at this meeting. A list of payments authorised at the previous meeting was noted.
- b) Members received the bank reconciliation to 28th February 2023.
- c) Members received a report on expenditure against budget to 28th February 2023.

23.046 **Donation to Air Ambulance Charity Kent Surrey Sussex (KSS)**

Members approved a donation of £300 to the Air Ambulance Charity to help it continue to be there for those most in need. It was noted that a West Horsley resident had recently required the charity's service.

23.047 **Village Warden Appendix 5**

Members received a summary of works completed by the Village Warden since September 2022.

23.048 **Responsibility for Water Courses Along the Roads Appendices 6 & 7**

Members received and approved (with minor amendments) a letter to residents advising them of their legal responsibility for maintaining any water courses running between their properties and the road. Members also received a copy of Surrey County Council's leaflet entitled Riparian Owners FAQ. It was agreed that letters, along with a copy of the leaflet, would be hand delivered to those properties where the water courses need maintaining.

23.049 **Escaping Goats on Ripley Lane**

Concern was raised over some goats that keep escaping on to Ripley Lane as they could potentially cause a motor accident. The goats have now been moved from the field. Members agreed that should the goats return Council will write to the owner to alert him to his duty of care.

23.050 **Members' Community Allocation (MCA) Application**

Members were informed that as the Your Fund Surrey Community Sports Hub project has been withdrawn, the Council's application to Surrey County Council for MCA has also been withdrawn.

23.051 **Extension of the AONB Appendix 8**

Members received an update on the proposed extension to the AONB. The area now up for consideration locally has diminished and is now listed as 'Hatchlands and Clandon'.

The deadline for responses to the consultation is 13th June 2023. Members will draft an objection for approval by Full Council at its May meeting. The Council will inform residents that they too can respond to this consultation. Information and links to Natural England and Surrey Hills will be uploaded to the Council's website shortly. It was noted that residential areas are only considered if a significant area of open land wraps around it, and that splitting village settlements is not acceptable.

23.052 **Admission to Howard of Effingham School** *Appendix 9*

Members received a copy of the school's revised admissions policy which will take effect from September 2024. Resident Peter Judd joined the meeting to express his concern over the impact this revision could have on Horsley children. He explained that while children at The Raleigh (a feeder school) with older siblings already at the Howard would still get places, any first-born children, or those not currently at a feeder school, may miss out, as the current 'nearest alternative school' tiebreaker is being replaced with a 'straight line distance' tiebreaker. He added that as this change has not been correctly consulted on that it may be unlawful. A working group will investigate further and report back to Council in April. Any appeal to this change will need to be submitted by 15th May. County Cllr Cross to be kept informed of any developments.

23.053 **Strategic Documents Review** *Appendix 10*

Members received and approved the Terms of Reference for a 'Personnel Committee' which will come into effect from 1st April 2023.

23.054 **Music Licence for Coronation Event**

Members agreed to purchase a music licence for the Coronation Event on 4th May. Cost to be ratified at the April Council meeting.

23.055 **Planning & Environment Committee Update** *Appendix 11*

Members received a report on Planning & Environment Committee meetings held since the previous Council meeting.

23.056 **Task Group Updates**

Asset Management, Road Safety & Village Appearance:

- The children's toilet project at the Village Hall, as currently outlined, appears non-viable. Members will consider if there are any suitable alternatives.

Climate Change:

- Event #4 'It's All About Stuff' will take place at 7.30pm on 28th March at East Horsley Village Hall. Ben McCallan from Zero Carbon Guildford is the guest speaker.
- A survey of residents of both East and West Horsley will take place in the coming months.
- Members of the Task Group are working on an Action Plan.

Communications:

- Welcome Pack will be uploaded to the website shortly. Paper copies will also be available.
- The next issue of Bulletin Board will go out to subscribers in April.

Community Events & Wellbeing:

- The newly installed piano at Horsley Station is proving very popular.
- Thanks to Cllrs Best and King, and to the Deputy Clerk for helping to making the Litter Pick a success.
- Volunteers are needed for Coronation event.

Personnel:

- Nothing additional to 23.059 to report.

Roads:

- Meeting with Cllr Cross has taken place and a spreadsheet of priorities has been drawn up.

Youth Council:

- Fun Run arrangements progressing well.

23.057 **Other Matters**

- The Friends of Horsley Station would welcome any new members/helpers. It will meet next on 11th April and will be working on the planters. Anyone interested should get in touch with the Clerk at clerk@westhorsley.info.

23.058 **Date of the Next Full Council Meeting**

7.30pm on Tuesday 18th April at West Horsley Village Hall.

The public was excluded at 8.42pm

23.059 **Confidential Matter**

Members received and approved a briefing note.

The meeting concluded at 8.48pm

Signed by the Chairman as a true and accurate record:

Date:

Chairman's Initials: _____