

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

Present Chairman Cllr E Best; Cllrs M Beynon, V Buosi, C Clinton, F King, C Mattock, J McKenzie, G Murray, T Rogers; County Cllr D Booth; Borough Cllr C Young; J McClung, Clerk; K Young, Deputy Clerk; 1 Youth Councillor; 3 residents.

23.200 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 welcomed our new Surrey County Councillor, Dennis Booth. The Chairman and other members of the Council attended the SALC AGM and Conference. She congratulated Cllr Beynon for organising a successful litter pick and Cllr Buosi for a wonderful Winter Newsletter. The Chairman laid a wreath on behalf of the Council at St Mary's Church on Remembrance Sunday and Cllr King attended the Guildford Service of Remembrance. The Chairman reminded Councillors that the Christmas tree will be decorated on 2nd December, and the Lantern Parade and Youth Movie Nights will take place on 3rd and 8th December respectively.

23.201 Apologies for Absence

Cllr P Dodgson; Borough Cllrs D Bennett, R Brothwell

23.202 Co-option of a New Parish Councillor

Members approved the appointment of Clare Clinton as Councillor. An Acceptance of Office form was signed and witnessed by the Proper Officer.

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

- Cllrs Best & King – non-pecuniary interests in 23.207e) Draft Budget and 23.212 Village Hall One Way System, as both are members of the Village Hall Management Committee
- Cllr Beynon – non-pecuniary interest in 23.209 Your Fund Surrey Arts Project, as she is a member of the West Horsley Arts Project Group

23.204 Approval of the Minutes of the Previous Meetings *Appendix 1*

The minutes of the meeting held on 17th October 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 Booth

- The anticipated Forest Road closure will not take place for some time, definitely not while Ockham Road South is closed, and possibly not until mid to late 2024.

Borough Cllr Young

- Wisley: The Taylor Wimpey appeal will continue for another two weeks. GBC has received a planning application for the final section of the site.
- There is still a shortage of rubbish bins at GBC.

Members of the Public

- One of the new houses next to Barley Mow has removed its native hedge. Planning Committee will discuss at its next meeting.

23.205 Clerk's Report

Nothing to report that isn't covered on the agenda.

Chairman's Initials: _____

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

An update on the management of Horsley Meadows has been received. The meadow will be cut as soon as possible. The hedges cannot be cut back this year as they were recently hand laid and need time to fill out. Vegetation piles created when these hedges were laid will be cleared next year as they are now home to wildlife. The update will be uploaded in full to the Council's website as a News item.

23.207 **Financial Matters Appendices 2-7**

- a) A list of proposed payments was approved by Full Council at this meeting. A list of payments authorised at the previous meeting was also noted.
- b) Members received and approved the bank reconciliation to 31st October 2023.
- c) Members received and approved a report on expenditure against budget to 31st October 2023.
- d) Members received a report on the interim internal audit which took place 8th November 2023.
- e) Members reviewed a draft budget for 2024/25.
- f) Members reviewed a draft list of EMRs for 2024/25.
- g) Members agreed to increase the allotment management fee from £620 to £650 per year, effective immediately, the rate having not been increased for four years.

23.208 **Youth Council Appendix 7**

Members received a report on recent Youth Council meetings, including details on its Christmas Movie Night, Good Neighbour Challenge and recruitment drive, and its participation in the East Horsley Village Fair and St Martin's Church Christmas Tree Fair.

23.209 **Your Fund Surrey (YFS)**

Members agreed to cancel both its YFS Arts and Sports Hub projects.

- The Arts Project has stalled, and the application for a Covid-reflective piece of community art is no longer relevant. It was noted that the West Horsley Arts Project Group can submit a new application of its own to YFS based on the latest design and location plans for the piece.
- The original Sports Hub application was withdrawn some time ago due to YFS amending its eligibility criteria, making the project no longer viable.

23.210 **Council Training Appendix 9**

Members received and approved a briefing note on two bespoke training sessions for the Full Council; and for two drop-in IT clinics.

23.211 **Ear Marked Reserves (EMRs) Appendix 10**

Members received and approved a spreadsheet showing recommended movements from General Reserves to Ear Marked Reserves. Members agreed to:

- a) Return the EMRs for the Your Fund Surrey Arts and Sports Hub projects to General Reserves
- b) Move the Akerman Bequest fund to an EMR
- c) Make some additional amendments as shown in Appendix 10
- d) Move £900 to an EMR for the approved bespoke council training sessions

23.212 **Village Hall One Way System Appendix 10**

Members received and approved a briefing note on the upgrading of the one-way system to improve safety for motorists, cyclists and pedestrians, and users of the playground. Members agreed to pay for the required works using funds from EMR Village Hall Refurbishment. Council will ensure the bike racks are retained. Coppard Plant Hire and AJL Roadmarking to be contracted to complete the work, budget not to exceed £5,500 + VAT.

23.213 Tennis Court Lighting Appendix 11

- a) Members received a briefing note on the installation of lighting at the tennis court. The project cannot commence until it is confirmed that S106 Manor Farm funds will be paid.
- b) Members agreed that the preferred method of lighting is low level linear lighting that attaches to the fencing. A meter for players to pay-as-they-play would need to be installed, and a predetermined power cut-off time would also be considered. Members to check which provider offers the most eco-friendly lighting solution.
- c) Members agreed to apply for planning permission for linear lighting in 2024/25.

23.214 Parking Issues in School Lane Appendix 13

Members received and reviewed a report on proposed double yellow lines from the bottom of School Lane to the bottom of Cranmore Lane. SCC is currently consulting on the proposal; deadline to respond is 1st December 2023. Members agreed to:

- Contact the residents at 68 The Street to make sure they are aware of the consultation which is directly related to their regular parking on pavement side of The Street
- Write to all residents who will be directly affected by the proposals including occupiers in School Lane, Overbrook, Mount Pleasant, The Street and Cranmore Lane
- Involve the Police Community Support Officer in discussions with residents (if possible)

Council to formally respond to SCC's consultation to object to the proposed double yellow lines, stating that the consequences of the proposed yellow lines will only exacerbate the original parking issues; that the matter can be dealt with by simply insisting that residents do not park within 10m of the junction in School Lane; and that West Horsley wishes to remain a rural village without the need for parking restrictions and additional road markings.

23.215 Planning & Environment Committee Update Appendices 14, 14a, 14b

Members received a report on Planning & Environment Committee meetings held since the previous Council meeting. Other matters of note:

- There are a few issues relating to Ben's Wood which are being raised with Thakeham Homes.

23.216 Personnel Committee Update Appendix 15

Members received a report on Finance Committee meetings held since the previous Council meeting. Other matters of note:

- The Village Hall Management Committee has been interviewing applicants for the Village Administrator and Facilities Manager roles. Members took the opportunity to record their appreciation for all the work done by Julia Reardon Smith over the past nine years and to wish her well for the future.

23.217 Finance Committee Update

Nothing further to report.

23.218 Task Group Updates

- a) Asset Management & Village Appearance: The new Vehicle Activated Signs have been installed. A meeting to discuss potential alternative locations will be arranged in the New Year with members of the Community Speed Watch Team and SCC. The new bespoke village sign will be installed on the Village Green in the next couple of weeks, weather permitting.
- b) Communications: The Winter Newsletter has gone to print and will be distributed to all West Horsley households in the next few days. An electronic version will go out this week to the Council's e-mailing list. The events calendar for 2024 is being completed.
- c) Community Events & Wellbeing: Litter Pick went well. The Christmas Lantern Parade will take place at West Horsley Place on 3rd December. The event is fully booked.

- d) **Road Safety & Maintenance:** The Task Group met with Cllr Booth to discuss roads priorities, including showing him the poor condition of the pavement along The Street, particularly between the King William IV and the A246. Further ditch-related flooding on The Street is being investigated in conjunction with SCC. The recently published Guildford Borough Local Cycling and Walking Infrastructure Plan (LCWIP) includes proposals for The Horsleys. The Task Group will investigate and report back to Council in December.

21.219 **Community Projects Updates**

Horsley's CAN: The Village Awareness Day was a great success. An on-line survey to inform a Climate Action Plan for the Horsleys has been launched. Paper copies are available at Horsley Library. Details of how to participate are in the forthcoming Winter Newsletter and on the Council's website. The group's next meeting is on 4th December.

23.220 **Other Village Matters**

- Raleigh School would like to get involved with the village litter picks.
- Farleys Close residents are getting a petition together about parking in the Close.
- Path along The Street at the Railway Bridge is too narrow.

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

7.30pm on Tuesday 12th December in the Cedar Room, West Horsley Village Hall.

The meeting concluded at 21.08pm

Signed by the Chairman as a true and accurate record:

Date:

Chairman's Initials: _____