

Minutes of the Meeting held at 7.30pm on Tuesday 16 April 2024

Cedar Room, West Horsley Village Hall

Present Chairman Cllr E Best; Cllrs V Buosi, C Clinton, P Dodgson, F King, C Mattock, G Murray, T Rogers, S Skinner; Borough Cllr C Young; J McClung, Clerk; K Young, Deputy Clerk; one Youth Councillor; one resident.

24/061 **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 thanked everyone who participated in the recent Litter Pick. She congratulated all the nominees and winners of the WHPC Awards for Service to the Community; thanking West Horsley Place for allowing the Council to hold its event in the Great Hall, and all organisers and helpers for making it such a success. The Chairman recorded appreciation to Cllr Booth for the use of his Highway Fund to pay for the pavement clearance on The Street. It was noted that the Clerk will be circulating a questionnaire to councillors in preparation for the Annual Meeting on 21 May.

24/062 **Apologies for Absence**

Cllr M Beynon; County Cllr D Booth; Borough Cllrs D Bennett, R Brothwell

24/063 **Co-option of a New Councillor**

Members agreed to co-opt Stephen Skinner as Councillor.

24/064 **Declarations of Interest; Amendments to Register of Interests; and Declarations of Gifts and/or Hospitality over £50** None

24/065 **Approval of the Minutes of the Previous Meetings *Appendix 1***

The minutes of the meeting held on 19 March 2024 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*)

Borough Cllr Young

- The recent Flood Forum was well attended and very productive.
- No news on the Wisley Appeal yet.

Members of the Public

- Who was nominated for the WHPC Awards? A special 'Awards' edition of the Bulletin Board will be sent out soon.

24/066 **Clerk's Report**

- GBC has confirmed that we are now able to co-opt a new councillor to fill the one vacancy left following Jane McKenzie's resignation.
- There is an allotment available, or two half-plots, at Grace & Flavour Community Garden. Anyone interested should contact either the West or East Horsley Parish Clerk for details.
- An official portrait of the King will be hung in the Village Hall in the next few days.
- New wooden village signs have been installed at the Village Green and Tennis Court. A small plaque for the Veteran Oak tree will be installed later this week.
- The Grace & Flavour Ordinary General Meeting (OGM) will be held on Sat 11 May at 12pm. Cllr Rogers will attend.
- There will be an IT Clinic for Councillors on 22 April. All slots are now allocated.

Chairman's Initials: _____

24/067 **Significant Correspondence Received Since the Last Council Meeting**

- A resident has written to complain about an increase in parking on The Street by Pincott Lane, likely due to walkers visiting Hatchlands. This is causing difficulty for vehicles exiting Pincott Lane and Fulkes Cottages. The Clerk has informed the Hatchlands Estate Manager who has agreed to put some notices up and monitor the situation. If this doesn't help, he has suggested locking the Ripley Gates during the day while the bluebells are in bloom.
- Surrey County Council aims to plant a tree for every one of its residents by 2030 (1.2 million). They are looking for partners who would like to plant trees, hedgerows, or fruit trees within their sites. The Clerk will pass the details on to West Horsley Place and St Mary's Church.
- A resident has written in about the missing 'pedestrians crossing' warning sign on the A246 by St Mary's Church. The matter is being followed up with SCC Highways.

24/068 **Financial Matters**

- 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. *Appendix 2*
- b) Members received and approved a detailed report on expenditure against budget to 31 March 2024. *Appendix 3*
- c) Members received and approved a report on General and Ear Marked Reserves at 31 March 2024. *Appendix 4*

24/069 **Youth Council Appendix 5**

Members received a report on Youth Council activities, including final arrangements for the Clothes Swap on 21 April. Two new Youth Councillors will be co-opted in May, bringing the total number of Youth Councillors to eight. The Youth Council has experimented with a paid, localised advert on Instagram for its Clothes Swap, which seems to have been successful.

24/070 **Strategic Documents for Review Appendix 6**

- a) Members reviewed and re-adopted the Model Publication Scheme with no amendments.

24/071 **S106 Update Appendix 7**

- a) Members received a report from the S106 Task Group summarising current S106 Agreements. It was noted that the Oakland Farm payout trigger is about to be reached.
- b) Members discussed potential projects for future S106 funding should the Waterloo Farm development go ahead. Councillors are asked to submit details of any further potential projects to the Clerk, bearing in mind they need to mitigate the impact of a development at Waterloo Farm. It was noted that when submitting future S106 requests that a payment trigger of first occupation should be requested.

24/072 **D Day 80**

- a) Members received an update from the Events Task Group on arrangements for the D Day 80 Afternoon Tea. The WI will be providing the afternoon tea. The Wheel of Care will be assisting with the initial invitation list. There will be hand bell ringers, a member of Whippets will read the official D Day School Poem, local historian June Davey will give a short talk on D Day as it was experienced in West Horsley, and the Chairman will read the Proclamation.
- b) Members agreed to purchase a new Union Jack flag as the current flag is very faded. The new flag will cost around £65 including postage.

24/073 **GDPR**

Members were requested to review all hard and soft copy Parish Council data in their possession and delete/shred any personal information that is no longer required.

- 24/074 **The Horsleys C.A.N. – Blue Heart Verges Appendix 8**
 a) Members received a proposal from The Horsleys C.A.N. on the introduction of Blue Heart verges in the village. Members agreed to support this initiative.
 b) Members agreed to pay for the required number of blue heart signs and the wildflower seed, total value not to exceed £200. Members agreed to move £200 to an EMR.
- 24/075 **Planning & Environment Committee Update Appendix 9**
 a) Members received a report on Planning & Environment Committee meetings held since the previous Council meeting.
 b) Other planning matters to note: There are a few new development-related flooding issues which the Committee is dealing with.
- 24/076 **Finance Committee Update Appendix 10**
 Members received a report on Finance Committee meetings held since the previous Council meeting.
- 24/077 **Other Committee Updates**
 Personnel: Staff reviews will be discussed in item 24/082. Nothing further to report.
- 24/078 **Task Group Updates**
 a) Asset Management & Village Appearance: Nothing to report.
 b) Communications: Newsletter should be with the printers next week.
 c) Community Events & Wellbeing: Nothing further to report.
 d) Horsley Heritage Group: Next meeting is on 18 April. Nothing further to report.
 e) Road Safety & Maintenance: Awaiting the outcome of the School Lane parking consultation.
 f) S106: Nothing further to report.
- 24/079 **Community Projects Updates Appendix 11**
 a) The Horsleys C.A.N: Members received the minutes from the latest meeting. The Parish Council will add the results of the recent survey to its website.
- 24/080 **Other Village Matters**
 • SCC will be putting ‘no parking’ signs outside the front of The Raleigh School.
 • The Goodhart Rendel Community Hall AGM is on 25 April at 8pm.
 • The Annual Parish Meeting in on 30 April at 7pm at the Village Hall.
- 24/081 **Date of the Next Full Council Meeting (Annual Meeting)**
 7.30pm on Tuesday 21 May 2024 in the Cedar Room, West Horsley Village Hall.
- The Chairman resolved to exclude the press and public from the remainder of the meeting, in accordance with the provision of the Public Bodies (Admission to Meetings) Act 1960, in order to discuss staffing matters.*
- 24/082 **Staffing Matters Confidential Appendix 12**
 The recommendations set out in the briefing paper relating to the appointment of the Deputy Clerk and both her and the Clerk's performances, were approved.
- The meeting concluded at 20:55pm.

Signed by the Chairman as a true and accurate record:

Date:

Chairman's Initials: _____