

**Minutes of the Meeting held at 7.30pm on Tuesday 16 July 2024
Cedar Room, West Horsley Village Hall**

Present

Chairman Cllr E Best; Cllrs M Beynon, V Buosi, C Clinton, P Dodgson, F King, C Mattock, G Murray, T Rogers, S Skinner; County Cllr D Booth; J McClung, Clerk; K Young, Deputy Clerk; one resident.

24/130 Chairman's Opening Remarks

The Chairman welcomed everyone to the meeting, reminding them that Parish Council meetings are meetings in public, not public meetings. Zoe Franklin, Liberal Democrat, is the new MP for Guildford. The Chairman congratulated and thanked the organisers of West Horsley in Bloom, Sarah Christiansen and Heather Mason, as well as the winners, judges and sponsors. The Deputy Mayor and his wife thoroughly enjoyed the evening and look forward to attending again next year. Thank you to Cllr Skinner who has produced a photo album of the D-Day Afternoon Tea event. A similar book for West Horsley in Bloom is in the pipeline. The Chairman confirmed that the Parish Council will be in recess from 31 July to 4 September.

24/131 Apologies for Absence

Borough Cllr C Young

24/132 Co-option of a New Councillor

Members agreed to co-opt Lucy Moodie as Councillor. The Declaration of Acceptance of Office was completed. Cllr Moodie will join the Community Events & Wellbeing Task Group and the Road Safety & Maintenance Task Group.

24/133 Declarations of Interest; Amendments to Register of Interests; and Declarations of Gifts and/or Hospitality over £50

- Cllrs Best, Beynon, Clinton, Dodgson, Mattock, Skinner - 24/139 WHPC Community Grants
- Cllr Skinner – 24/140 Goodhart Rendell Community Hall
- Cllr Murray - 24/141 Tennis Court Online Booking System

24/134 Approval of the Minutes of the Previous Meetings *Appendix 1*

The minutes of the meeting held on 18 June 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*)

County Cllr Booth

- The Horsley Heritage Group is applying for a community grant for its Blue Plaques project.
- SCC is behind on its verge and hedge cutting schedule.
- Cllr Booth had attended a meeting to discuss the expansion of the Raleigh School. SCC is not in favour of increasing the intake at the Raleigh as it would disadvantage other local schools. There is, however, a demand for nursery school facilities.

24/135 Clerk's Report

- The Your Fund Surrey Small Community Projects application for the children's playground fencing has been submitted.
- The village warden has fixed the drinking fountain at the Horse Trough and will start replacing ten of the rotten bollards on the Village Green later this week.
- The Village Hall is not eligible for a free VCSE Independent Energy Assessment. The Village Hall Management Committee is now looking in to providers and costs for an energy assessment.

Chairman's Initials: _____

- The decision of the Guildford Parking Review 2023 for School Lane/The Street was to not implement the proposed restrictions. [Guildford parking review 2023: Decision report](#) (p. 15)

24/136 **Significant Correspondence Received Since the Last Council Meeting**

- Nothing that is not covered by the agenda.

24/137 **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 30 June 2024. *Appendix 3*

24/138 **Strategic Documents for Review**

Members received and approved the following:

- a) Health & Safety Policy (with one minor amendment) *Appendix 4*
- b) Email & Internet Usage Policy *Appendix 5*

24/139 **WHPC Community Grants Awards 2024/25** *Appendix 6*

- a) Members received a summary of grant applications received to 30 June 2024.
- b) Members approved the recommendation of the Finance Committee to award grants as follows (total awarded = £3750):
 - i. Friends of Horsley Station - £560 (already approved and paid)
 - ii. West Horsley Place Trust - £2,000
 - iii. West Horsley Evening WI - £100
 - iv. Horsley Heritage Group £1,000 (to be held in an EMR pending project development and final cost to install ten plaques)
 - v. Air Ambulance Service - £50 (plus £300 donation approved in the 2024/25 budget)

The deadline for any further applications is 31 December. [WHPC Community Grants Scheme](#).

24/140 **Goodhart Rendel Community Hall**

Members were informed that the AGM on 27 June was well attended and that a new committee was voted in, with Stephen Skinner as chairman. Efforts are being made to encourage members to use the community hall. The first meeting of the new committee will take place soon. There is currently no requirement for the Parish Council to approach the committee.

24/141 **Tennis Court Online Booking System** *Appendix 7*

Members received a briefing note on the provision of an online booking system for the tennis court. Members agreed to move to a Hallmaster 'Booking and Invoicing System'. Members agreed to reimburse Cllr Murray for all charges incurred via Skedda to date, and for any further costs until the new booking system is operational.

24/142 **Safeguarding Training** *Appendix 8*

Members received a briefing note on the need for safeguarding training for councillors and staff. Members agreed to hold a bespoke training session, based on the SCC 'Working Together to Safeguard Children' course, but also covering the safeguarding of vulnerable adults. It was agreed that limited places on the course would be offered to council volunteers and members of other community groups working with children, including The Whips and the WHEWI. Members approved a budget for the training not to exceed £550.

24/143 Trough at the Corner of East Lane and Arch at Village Orchard

Members agreed to purchase some plants to improve the appearance of the trough at East Lane and the arch at the Village Orchard. Members agreed a total budget not to exceed £200 (to include the cost for compost and water-retentive gel). The Village Warden will plant up the trough as soon as possible. Climbing plants at the arch will be planted later in the year.

24/144 Request for Article 4 Appendix 9

Members received and approved a recommendation from the Planning Committee to submit a request to Guildford Borough Council for an Article 4 Direction to be applied to land which lies to the west of Long Reach, to the north of Green Lane West, and to the east of Ripley Lane. Ockham Parish Council and Borough Cllr Young will offer their full support for the request. A letter of request will be drafted and approved by the Planning Committee on 31 July.

24/145 Planning Committee Update Appendix 10

- a) Members received a report on Planning Committee meetings held since the previous Council meeting.
- b) Other Matters to Note:
 - i. Cllr Murray and the Deputy Clerk met with Thakeham Homes and had a tour of the site. Most matters of concern have now been resolved. There is now some concern about the noise from the planned padel courts.
 - ii. The Committee is waiting for the St Mary's Community Hall planning application which is scheduled to be submitted on 31 July.
 - iii. No news yet on VAWNT's request for a Judicial Review on the Wisley Appeal.
 - iv. The Committee will continue to address flooding issues at Ada Gardens.
 - v. Land for sale at the Drift (in Ockham Parish): The Council was contacted by residents interesting in buying the land for the benefit of the community; it is understood that the sale of land to an individual buyer has already been agreed.
 - vi. The Planning Committee will next meet on 31 July at 4pm in the Rubin Room.

24/146 Finance Committee Update Appendix 11

Members received a report on Finance Committee meetings held since the previous Council meeting. The Finance Committee will next meet on 7 October at 8.45am in the Rubin Room.

24/147 Other Committee Updates

- a) Personnel: The next meeting will be on 9 September at 1.30pm in the Rubin Room.

24/148 Task Group Updates

- a) Asset Management & Village Appearance: The tennis court perimeter has been tidied up by the garden maintenance contractors. The Window Box roundabout on the A246 is looking very shabby. The task group will find out who is responsible for its upkeep and ask for remedial works to be carried out as soon as possible.
- b) Communications: Nothing to report.
- c) Community Events & Wellbeing: The task group will meet on 22 July to discuss future events, including the Teddy Bears' Picnic, the Lantern Parade and a VE Day event.
- d) Road Safety & Maintenance: The task group's top priority is the resurfacing of the pavement on The Street from the King William IV to the A246. GBC is sending an engineer to Farleys Close to review the potential reuse of grassland as parking. Quotes are being obtained for the village gateway signs project.
- e) S106: GBC expects payment from Antler Homes by the end of July.

24/149 Community Projects Updates

- a) Friends of Horsley Station: Members have been undertaking CPR training. The 'Welcome to the Horsleys' noticeboard project is well underway, with the group working closely with designers to produce a draft for review by the Parish Councils.

Chairman's Initials: _____

- b) Horsley Heritage Group: The Blue Plaque project is progressing well. The group has been contacting owners of potential properties, samples are being obtained, and working drafts are being prepared. The group is organising four free ‘Heritage Open Day’ walks around West Horsley village on 9, 10, 12, 13 September. There are a maximum of 20 places per walk. Tickets are bookable via the West Horsley Place website.
- c) The Horsleys’ CAN: The Horsley Repair Café launched on 6 July and was a great success. The Café will be held on the first Saturday of every month. Horsley Library has started a new recycling service, details of which will be added to the WHPC website shortly.

24/150 **Other Village Matters to Note**

- The pedestrian entrance and exit routes to the playground at the Raleigh school will change over the summer to improve access.
- The walnut tree at the corner of Cranmore Lane is looking very unhealthy. The garden maintenance company will be asked to inspect and advise on whether it can be saved.

24/151 **Date of the Next Full Council Meeting**

7.30pm, 17 September in the Cedar Room, West Horsley Village Hall

The meeting concluded at 9.03pm.

Signed by the Chairman as a true and accurate record:

Date:

Chairman’s Initials: _____