

**Minutes of the Meeting held at 7.30pm on Tuesday 17 September 2024
Cedar Room, West Horsley Village Hall**

Present

Chairman Cllr E Best; Cllrs M Beynon, V Buosi, C Clinton, F King, C Mattock, G Murray, L Moodie, T Rogers, S Skinner; Borough Cllr C Young; Borough Cllr D Bennett; K Young, Deputy Clerk; 2 Youth Councillors; 6 St Mary's Project Team and 3 residents

24/152 Chairman's Opening Remarks

The Chairman welcomed everyone to the meeting, reminding them that Parish Council meetings are meetings in public, not public meetings. Congratulations and thanks given to everyone who helped with the Teddy Bear's picnic which was a great success. Appreciation recorded to County Cllr Booth for allocating funds to pay for the new playground fencing. 2 important dates: Tuesday 24 September from 7-9pm for safeguarding training being held in the Main Hall for all Councillors to attend. Tuesday 1 October from 7.30-9.30pm for the Parish Council's informal meeting to discuss the strategic plan 2025/2028, Business Plan 25/26 and next year's budget.

24/153 Apologies for Absence

Cllr Dodgson; County Cllr Booth; J McClung, Clerk

24/154 Declarations of Interest; Amendments to Register of Interests; and Declarations of Gifts and/or Hospitality over £50

- 24/162 – Cllr King, non-pecuniary declaration of interest
- 24/160 – Cllr Best is a member of St Mary's congregation
- 24/165 – Cllr Best, non-pecuniary declaration of interest
- 24/166 – Cllr Beynon, non-pecuniary declaration of interest
- 24/167 – Cllr Skinner, declaration of interest

24/155 Approval of the Minutes of the Previous Meetings Appendix 1

The minutes of the meeting held on 16 July 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/Borough Cllr Bennett

- Judicial Review request for Wisley has not been granted; there is one week to lodge an Appeal.
- Workshops have taken place on Wisley Design Code with GBC Planning and Consultants.
- Attending local panel for response to NPPF Consultation, concerns on housing targets.
- Natural England's latest consultation runs from 17 September to 10 December.
- Attending Flood Forum on 20 September at EHVH. The data that the Environmental Agency is using is considered out of date.
- Energy Audit – details have been given to Clerk to action.
- Digital Demand Responsive Transport has been launched through Surrey Connect Bus Service. Weblink: [Surrey connect: on demand bus service - Surrey County Council \(surreycc.gov.uk\)](https://www.surreycc.gov.uk)

Members of the Public

- Update (24/092): SCC carried out a camera investigation of the culvert under Northcote Road. It has been confirmed that the culvert is clear. Residents have serious concerns about the amount of silt and other debris entering their drainage ditches from other properties. This matter is currently with the SCC Flood Team but will be raised at the Flood Forum .

Chairman's Initials: _____

- A request that the hedgerow on the green verge at the junction of East Lane and Northcote Road is cut back. Village warden will action.

24/156 **Clerk's Report**

- The Your Fund Surrey Small Community Projects application for the children's playground fencing was approved and funds received to the sum of £12,700. Work is nearly complete.
- An annual interest payment of £1601.48 was received from Skipton Building Society.
- The sinkhole at the entrance to the Village Hall car parked has been filled in by SCC. The sinkhole at Fairmile Lane and the dip on The Street by the railway bridge are being monitored.
- NALC has launched a new website and has released a new set of template HR policies.
- The walnut tree at Cranmore Lane has been cut back and is looking much healthier.

24/157 **Significant Correspondence Received Since the Last Council Meeting**

- Claire Upton Brown has become Assistant Director of Planning for Guildford and Waverley, a new role which combines the planning and place-shaping agenda within both councils.
- Ongoing complaints about cars obstructing the pavement at the King William IV. The Council has noted parking tickets being issued on a number of occasions. In addition, online booking confirmation emails now specifically ask customers not to park on the pavement.
- East Horsley Parish Council has made an application to Your Fund Surrey via Cllr Booth for the completion of the Horsley Accessible Ring Trail (HART) project.
- The tennis court shelter is being used as a place to meet and undertake illegal smoking activity. It was suggested that a solar security light might act as a deterrent.
- Raleigh School have a new building being delivered on Saturday 21 September via Northcote Crescent. GBC have granted a special dispensation for work to extend beyond 1pm. Local residents to the school have been informed via a letter drop.

24/158 **Financial Matters**

- a) A list of proposed payments was approved by Full Council at this meeting. A list of payments authorised during August was also noted. *Appendix 2 Approved*
- b) Members received and approved the bank reconciliation to 31 August 2024. *Appendix 3*
- c) Members received and approved a detailed report on expenditure against budget to 31 August 2024. *Appendix 4*
- d) Members received the External Auditor's Report and Certificate 2023/24. *Appendix 5*
- e) Members received the Notice of Conclusion of Audit AGAR for the Year Ended 31 March 2024. *Appendix 6*

24/159 **Youth Council Appendix 7**

Members received an update from the Youth Council, including plans for an October half term Halloween Fair and Movie Night at West Horsley Place, for which Councillors are asked to offer their support. Other events planned are Good Neighbour Challenge (January), Clothes Swop (April), Horsley Hustle (June) and Open Mic (December).

24/160 **St Mary's Church – Building Project**

- a) Members received an overview of the St Mary's Church Building Project which comprises two planning applications:
 - 24/P/01152 St Mary's Church: erection of a new church centre including Parish Office and associated works, including re-ordering of the existing church; and
 - 24/P/01151 The Wheelhouse: erection of a detached dwellinghouse following demolition of existing Church Hall building
- b) Members discussed the above applications in accordance with planning policy, seeking clarification from the St Mary's Project Team where needed. Taking into consideration the Planning Committee's comments, it was agreed that the Parish Council were generally supportive of the applications but will be submitting comments for consideration.

Chairman's Initials: _____

24/161 **Insurance Policy Renewal Appendix 8**

Members received and approved a briefing note on the renewal of the Council's insurance policy. It was agreed that the policy will remain with Zurich Municipal.

24/162 **Horsley and Send Cricket Club Appendix 9**

Members received a briefing note on a request from HSCC for permission to use the leased cricket pitch for winter junior football matches. It was agreed that permission would be given for a license not a lease and it must be specified that vehicular access is via Ripley Lane and not Silkmore Lane. It was considered that improved signage in Silkmore Lane advising no vehicular access to HSCC should be obtained. Any further request by 'other' clubs to use HSCC must be submitted for consideration by the Parish Council.

24/163 **Village Gateway Signs**

Members received an update on the village gateway signs project for which a grant has been received from SCC. It was agreed that the wording on the signs should say 'West Horsley' with logo above. It was agreed that the signs would be white with black writing. A quote has been obtained from Royal British Legion. Agreed sites need to be measured to reuse existing posts.

24/164 **St Martin's Church Oak Tree Gift to Parish**

- a) Members agreed to accept St Martin's Church's offer of an Oak tree to be planted in the Village.
- b) Members agreed the best location for planting the tree would be WH Place.
- c) Members agreed to a budget not to exceed £150 for a brass plaque to mark the donation/planting.

24/165 **Corner of The Street/Long Reach**

- a) Members agreed to overhaul the corner of The Street/Long Reach, including the cutting back of existing vegetation in line with the footpath, planting of hedging to fill the gaps left by recent utility works, and re-planting of bed, including a feature tree. Deputy Clerk to carry out enquiries with SCC.
- b) Members agreed a budget for the works not to exceed £1,800. Project to be funded from the Akerman Bequest if not actioned by SCC.

24/166 **Recycling of Pill Foils**

Members were informed of the current issues relating to the pill foil recycling boxes in the Village. It was agreed Borough Cllr. Brothwell will initially raise this matter at the GBC Climate Change Board and subsequently will be considered by Horsley CAN.

24/167 **Blue Plaque Scheme**

Members viewed the two sample plaques and agreed that the cast aluminium plaque was their preferred choice.

24/168 **Planning Committee Update**

- a) Members received a report on Planning Committee meetings held since the previous Council meeting. *Appendices 10 & 11*
- b) Members received and approved a draft response to the Government's consultation on proposed reforms to the NPPF and other changes to the planning system. *Appendix 12*
- c) Members received and approved a 'Pre-Application Guide'. *Appendix 13*
- d) Other Matters to Note: Disappointment expressed at approval of 23/P/0988. Pre-application meeting took place with Igloo Care and their developers, Beechcroft Developments (who had constructed Frenchlands Gate in EH) regarding proposals for an assisted living residential development of 51 homes. Strong push to have speed reduction to 30mph along A246. EHPC and residents local to the proposed development will also be consulted.

24/169 **Personnel Committee Update Appendix 14**

Members received a report on Personnel Committee meetings held since the previous Council meeting. New terms of reference are to be submitted for consideration at next Full Council meeting. The next meeting is 25 November at 1.30pm in the Rubin Room, WHVH.

24/170 **Other Committee Updates**

a) Finance: The next meeting is 7 October at 8.45am in the Rubin Room, WHVH. Chairs and Leads of Committees and Task Groups asked to consider budgets in preparation for the strategy meeting.

24/171 **Task Group Updates**

a) Asset Management & Village Appearance: VAS signs have been out of action for 2 months as the only person able to maintain them has been signed off work. It is hoped that the village warden can carry out this task.

b) Communications: Details on timeline and article requests will be sent out shortly for the Christmas Newsletter.

c) Community Events & Wellbeing: The next litter pick is Saturday 19 October. Plans for a programme of events including those specifically for well-being will be shared at the strategy meeting. Looking for a lead volunteer for the fete planned for 2026.

d) Road Safety & Maintenance: EHPC have suggested a meeting with SCC, County Cllr Booth and Borough Cllr Young regarding issues with Highways. It was agreed that this would be of great benefit.

e) S106: No update

24/172 **Community Projects Updates**

a) Friends of Horsley Station: Work continues on the “Welcome to the Horsleys” sign. Progress is being made regarding new level access to toilet facilities as well as an accessibility lift. Pressure continues for the water escaping down the steps into Ockham Road South to be actioned. Plans for the Triversary 2025 celebration project are being formulated.

b) Horsley Heritage Group: 4 walks around the village of 20 people each, led by volunteers took place and were very popular. Plans are in place to repeat next year.

c) The Horsleys’ CAN: Repair café is well supported. On 28 September, WH Place have a “Nature Recovery Day”. On 29 September, GBC are running a clean air day. It was requested that both WH and EH Parish Councils publish their litter pick dates together to encourage support across both villages. Other planned events for 24/25:

- Thursday 24 October: Riverway Trust talk on “What’s in your water” from 7.30-9pm at WHVH.
- Thursday 14 November: Surrey Hills Enterprises on “Food and Drink to help the climate” from 7.30-9pm at EHVH.
- January – Wildlife and Nature, March – It’s all about money – dates to follow

24/173 **Other Village Matters to Note**

- Concerns raised about vehicles parking on pavements around the village. Roads Task Group to consider possible action.

24/174 **Date of the Next Full Council Meeting**

Tuesday 15th October at 7.30pm in the Cedar Room, West Horsley Village Hall

The meeting concluded at 9.30pm.

Signed by the Chairman as a true and accurate record:

Date:

Chairman’s Initials: _____