

**Minutes of the Meeting held at 7.30pm on Tuesday 19 November 2024
Cedar Room, West Horsley Village Hall**

Present

Chairman Cllr E Best; Cllrs M Beynon, V Buosi, C Clinton, F King, C Mattock, L Moodie, T Rogers, S Skinner; County Cllr D Booth; Borough Cllr C Young; J McClung, Clerk; K Young, Deputy Clerk; two Youth Councillors.

24/195 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 Cllr Dodgson for coordinating the October Litter Pick and congratulated the Youth Council for holding a very successful Autumn Fair and Film Night. She thanked Borough Cllr Young who stood in for her at short notice at the St Mary's Church Remembrance Service. The Youth Council was also represented at the St Mary's Service, while Cllr King and the Clerk represented the Parish Council at the Guildford Remembrance Service. The Christmas tree will go up on 30 November. The Lantern Parade is on 1 December. Volunteers are still needed.

24/196 Apologies for Absence

Cllrs P Dodgson, G Murray; Borough Cllrs D Bennett, R Brothwell

24/197 Declarations of Interest; Amendments to Register of Interests; and Declarations of Gifts and/or Hospitality over £50

None

24/198 Approval of the Minutes of the Previous Meeting *Appendix 1*

The minutes of the meeting held on 15 October 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

- Attended GBC Planning Committee training. Asking if she can share the notes with the Council.
- Attended a site visit to Manorwood. Sales have stalled. There have been a few incidents of birds flying into the padel court glass sides. This has hopefully now been resolved.
- Chasing GBC for confirmation on whether planning permission is required for the Horsley Heritage Group's Blue Plaques Scheme.
- The proposed speed reduction along Ockham Road North is progressing and may be implemented in early 2025.

24/199 Clerk's Report

- A VAT refund of £5,243.23 has been claimed from HMRC.
- The Horsley Heritage Group has been awarded a £600 grant from SCC Cllr Booth's Community Fund towards its Blue Plaques Scheme. This has been paid to the Parish Council and will be held for HHG in an ear marked reserve.
- The new village signage, paid from SCC Cllr Booth's Highway Fund, has been installed.
- The Council's grounds maintenance contractor will clear the ditch that runs along the Ripley Lane side of the Village Orchard.
- The Council was very well represented at the Surrey Association of Local Councils AGM and Conference.

Chairman's Initials: _____

Appreciation was officially recorded to Cllr Booth for his financial support.

24/200 **Significant Correspondence Received Since the Last Council Meeting**

- Horsley and Send Cricket Club: As a result of heavy rain in September and October, HSCC has put its proposed grounds hire arrangement with Horsley Football Club on hold until next year. A draft of the licence between the two clubs will be submitted to the Parish Council for review before a final agreement is reached.
- A consultation on the draft Surrey Rights of Way Improvement Plan has begun. Details of the consultation which runs until 9 February 2025 can be found at <https://www.surreysays.co.uk/environment-and-infrastructure/rowip-24/>.

24/201 **Financial Matters**

- a) A list of proposed payments was approved by Full Council at this meeting. A list of payments authorised during October was also noted. *Appendix 2*
- b) Members received and approved the bank reconciliation to 31 October 2024. *Appendix 3*
- c) Members received and approved a detailed report on expenditure against budget to 31 October 2024. *Appendix 4*
- d) Members received and noted a report on the Interim Audit which took place on 6 October 2024. *Appendix 5*

24/202 **Youth Council *Appendix 6***

Members were introduced to a newly co-opted Youth Councillor, bringing the total number to eight. Members received an update from the Youth Council, including confirmation that the Good Neighbour Challenge will run again next year at The Raleigh School and hopefully at Glenesk School too.

24/203 **WHPC Community Grants *Appendix 7***

Members received and approved a grant application for £62 towards a new 'Horsley Lunch Club for Men' initiative which is due to commence in January 2025. The Lunch Club is aimed at men who wish to learn more about cooking 'real food' and learning new recipes and skills.

24/204 **Wellbeing Programme 2025/26 *Appendix 8***

Members received and approved a working briefing note on the Council's proposed wellbeing programme, which will be further informed by a survey of residents to take place in December or January. The proposed programme is likely to include a study club initiative for teenagers to help with the stresses of summer exams, plus programmes of regular physical and social activities. It was agreed that £1600 will be allocated to Wellbeing in the 2025/26 budget.

24/205 **Biodiversity Task Group**

- a) Members agreed to establish a Biodiversity Task Group to ensure the Council meets its legal Biodiversity duties.
- b) Cllrs King, Mattock, Rogers and Beynon agreed to form the Task Group, with Cllr King to lead.
- c) It was agreed that £600 will be allocated to Biodiversity in the 2025/26 budget.

24/206 **Maintenance of Porous Asphalt Tennis Court *Appendix 9***

Members received and approved a briefing note on an annual maintenance programme for the tennis court. It was agreed that £650 will be allocated for this in the 2025/26 budget.

24/207 **VE Day 80 Events 8 May 2025**

- a) Members agreed to host a coffee morning in the Village Hall and to hold an evening outdoor event at West Horsley Place, to include the lighting of the beacon.
- b) Members agreed to a budget not to exceed £1500 for the above events.
- c) Members agreed to move the allocated funds to an EMR – VE Day 80.

Chairman's Initials: _____

24/208 **Draft Budget 2025/26 for Consideration Appendices 10 & 11**

- a) Members received and reviewed the first draft of the budget for 2025/26.
- b) Members received and reviewed the proposed ear marked reserves for 2025/26.

The budget will be presented to Council for approval in December 2024. Any final queries from Councillors to be submitted to the Clerk/RFO by 29 November.

24/209 **Strategic Documents and Policies for Review**

Members received and approved the following documents:

- a) Document Retention Policy *Appendix 12*
- b) Privacy Policy *Appendix 13*
- c) Data Protection Policy *Appendix 14*
- d) Recording of Public Meetings Policy *Appendix 15*

24/210 **Public Consultation on Remote Attendance and Proxy Voting Appendix 16**

Members received a briefing note on a government consultation on 'introducing powers for Parish and Town Councils to apply to the relevant authority for a dispensation to attend formal council meetings remotely and vote by proxy in certain circumstances'. It was agreed that members will respond to the consultation individually before the next Council meeting, at which a Full Council response will be agreed.

24/211 **Planning Committee Update Appendix 17**

- a) Members received a report on Planning Committee meetings held since the previous Council meeting.
- b) Members received and approved a verbal report on the Planning Committee's proposed response to the latest Surrey Hills National Landscape (AONB) Boundary Variation Project consultation. The Council agreed to recommend that the boundary is extended beyond the proposed (non-defensible) permissive footpath to the north of West Horsley Place, using the designated footpaths FP99 and FP96 instead.
- c) There were no other matters to note.

24/212 **Personnel Committee Appendix 18**

- a) Members agreed to amend the Personnel Committee Terms of Reference, to increase the number of councillors sitting on the Committee from three to six.
- b) Cllrs L Moodie, S Skinner and M Beynon agreed to join the Committee.
- c) There were no other matters to note.

24/213 **Finance Committee Update**

Nothing further to report.

24/214 **Task Group Updates**

- a) Asset Management & Village Appearance: VAS signs are still not working due to SCC employee absence. SCC Cllr Booth has agreed to investigate.
- b) Communications: Newsletter will go to print this week.
- c) Community Events & Wellbeing: Wellbeing questionnaire is being pulled together. The Lantern Parade is on 1 December and is now sold out.
- d) Road Safety & Maintenance: Nightingale Crescent/Raleigh School drop off zone issue is now in the hands of the GBC Engineering Team. Deputy Clerk is monitoring progress.
- e) S106: Nothing to report.

24/215 **Community Projects Updates**

- a) Friends of Horsley Station: Toilet refurbishment is complete. 140-year anniversary celebrations will take place on 12 April 2025. Looking at a project to show young children how to use the station safely. A London to Bath steam train (the Britannia) will pass through Horsley Station on 30 November at approximately 10am, stopping at Effingham at 09.56 and Clandon at 10.04.
- b) Horsley Heritage Group: HHG now holds an archive at East Horsley Village Hall. Blue Plaque scheme progressing well. Waiting for clearance to place on listed buildings before ordering any more plaques.
- c) The Horsleys' CAN: The 'What's in our Waterways' talk was very well received. The group looks forward to linking in with the new Biodiversity Task Group.

24/216 **Other Village Matters to Note**

- The abandoned caravan in Shere Road was reported to Surrey Police who have now instructed GBC to remove it as soon as possible.

24/217 **Date of the Next Full Council Meeting**

7.30pm, 10 December 2024 in the Cedar Room, West Horsley Village Hall. Residents are invited to stay after the meeting to join councillors for a festive drink.

The meeting concluded at 9.15pm.

Signed by the Chairman as a true and accurate record:

Date:

Chairman's Initials: _____