



**MEETING OF WEST HORSLEY PARISH COUNCIL**  
**Minutes of the meeting held on Tuesday 14<sup>th</sup> December 2021**

**Present**

Chairman, Cllr E Best; Cllrs M Beynon, V Buosi, F King, G Murray, T Rogers; Borough & Parish Cllr C Young; J McClung, Clerk; J McKenzie, Deputy Clerk. Also present: County Cllr C. Cross; Borough Cllrs C Barrass & T Anderson; and five residents.

**21.221 Chairman's Opening Comments**

The Chairman welcomed everyone to the meeting, reminding them that Parish Council meetings are meetings in public, not public meetings. The Chairman reported on a very successful evening of prize-giving for the Youth Council's Photography Competition which took place at West Horsley Place. Winning entries will be featured in the next issue of the PC's newsletter and on the noticeboard at the bus shelter near the Village Hall. The Council hosted a very enjoyable Lantern Parade and the Chairman thanked everyone who had helped and participated.

**21.222 Apologies**

Apologies were received from Cllr A Graham.

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

None to declare.

**21.224 Approval of the Minutes of Previous Meeting**

The minutes of 16<sup>th</sup> November 2021 were approved by the full council and signed by the Chairman as a true and accurate record.

**Public Forum (*meeting adjourned to allow visitors to make comments*)**

SCC Cllr Cross:

- Speed Limits: SCC has confirmed that the scheme to reduce the speed limit along the Epsom Rd will be completed by end of March 2022.
- S106: A meeting to discuss S106 money needs to be set up with SCC's Transport Development Planning team. Cllr Cross will facilitate.

Borough Cllr Young:

- Duke of Wellington: SCC has asked for its pavement licence to be revoked as the area it occupies in front of the building is a service road. Councillors are trying to get the service road discontinued so the pub can carry on as normal.
- Local Plan Part 2: GBC has published a draft of its Local Plan: Development Management Policies (LPDMP) and will be holding a Reg 19 Consultation in Jan/Feb 2022.

Borough Cllr Anderson

- Local Plan: Two reports will be submitted to GBC's executive before Christmas: one aimed on getting the town centre masterplan included in the Local Plan; the other, a report on the Guildford Economic Regeneration Project.
- One of the priorities with the Local Plan review is to consider the impact of inseting from the Green Belt and what changes can be made.

Borough Cllr Barrass

- LPDMP: There is concern that infilling is not sufficiently covered in the report. WHPC Planning Task Group will discuss and consider submitting a further response to the new consultation, with the Council's approval.

*Chairman's Initials:* \_\_\_\_\_

### Members of the Public

- Honeysuckle Cottage, Cranmore Lane: The bollards on the grass verge opposite the house have still not been replaced. The Parish Council will write to the owners again to request this is done.
- Speed Cameras: There will be a meeting in the New Year to review the use of speed cameras in the Parish, with the potential to upgrade the system using S106 money.
- West Horsley Place Boundary: The estate boundary that meets with the footpath along the railway line still needs attention. The Parish Council will contact the estate manager.

### 21.225 **Clerk's Report**

- The Clerk has completed ILCA (an Introduction to Local Council Administration training course).
- VAT refunds for 2019/20 and 2020/21, totalling £7848.29, have been received.
- S106 money for the village noticeboards, totalling £7301.60, has been received.
- GBC has confirmed that an election has not been called and the Council is now free to co-opt a new Councillor to replace Mr Rai.
- The defibrillator at the Village Hall is now fully functioning with new pads and battery. A full report on the village defibrillators will be presented to Council in January.

### 21.226 **Significant Correspondence Received Since the Last Council Meeting**

- A resident has brought to our attention the fact that the entrance to the footpath from Green Lane to Ben's Wood is locked. The Parish Council is investigating who has locked the gate and will ask if it can be left unlocked to allow walkers to use the permissive footpath.
- Residents have complained about the dog walking facilities in Whitehill Lane and Green Lane. The Council is also aware of an application for a third dog walking site in Ockham Village. The Council is investigating possible breeches of restrictions at the first two sites and will be objecting to the application for the new site (which is just over the parish border in Ockham).
- Residents at the bottom of Cranmore Lane have complained about the condition of the lane, including a broken clay gulley pipe which is causing flooding. The Parish Council has reported this to SCC and is endeavouring to get the gulley and road fixed as soon as possible as the road is impassable at present.

### 21.227 **Financial Matters**

- Standing items: lists of payments authorised at the previous meeting and proposed payments were approved by full council at this meeting.
- Members confirmed the bank reconciliation to 30<sup>th</sup> November 2021.
- Members received the report of expenditure against budget to 30<sup>th</sup> November 2021.
- An amendment to Financial Regulations was approved.

### 21.228 **Strategic Documents**

- A Fixed Asset Capitalisation Policy was approved and adopted.

### 21.229 **Planning Matters**

- GBC Planning Applications received between Thursday Wednesday 10<sup>th</sup> November up to and including Tuesday 7<sup>th</sup> December 2021. The Planning Task Group reported that it had reviewed all applications and recommended the following responses, all of which were approved as presented:

21/P/02165 Bell & Colvill *Objection*

21/P/02231 Cranmore School *No objection*

19/W/00053/HR *Write to GBC asking for intervention*

19/W/00054/HR *Write to GBC asking for intervention*

21/P/01198 Land at Britains Farm *No comment*

21/P/02173 The Cottage, Butlers Hill *No comment*

21/P/02336 Dovedale. Long Reach *No objection*

21/P/01741 Field to the South of ORN *Objection*

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b) GBC Planning Decisions, Enforcements and Appeals  
Decisions, Appeals and Enforcements were noted.

c) Update on Local Plan & Development Sites

- A37: A meeting with Thakeham Homes has been set up for the New Year.
- A39: No activity from Persimmon Homes. The Council will be asking the Secretary of State to call in the Oakland Farm application.
- A38: Hoarding has gone up at Lollesworth Fields.
- 21/P/01582: Application for Land at Wisley to form a new roundabout and road has been refused.

d) Planning Committee

- The Planning & Environment Task Group will move to a Committee from February 2022. There will be a dry run in January to make sure everything runs smoothly.
- Members of the public and press have a right to attend these meetings.
- Monthly meetings will alternate between daytime and evening.

e) Other Matters to Note

- AONB: The Council is working on completing the evidence gathering forms (deadline is 31<sup>st</sup> January). A consultation will follow if sufficient evidence is received.
- Windfalls: Awaiting outcome for 164 The Street. Still awaiting planning application for development of 16 flats on the Bell & Colvill showroom site.
- SCC: A list of ongoing issues that need addressing has been drawn up for discussion with Cllr Cross.

#### 21.230 **Budget 2022/23**

Members received and approved the budget for 2022/23, including the Parish Council's precept requirement. This will now be submitted to GBC.

#### 21.231 **Community Governance Review**

Members received and approved (with one minor amendment) a proposal to increase the number of Parish Councillors from nine to 11, to reduce the workload on individual councillors. The application will now be submitted to GBC.

#### 21.232 **Bollards**

Members received and approved a report on the installation of four bollards on the Village Green and eight on the verge opposite the Raleigh School. The bollards will now be ordered and installed.

#### 21.233 **Office Hours/Community Drop-In**

Members received and approved a proposal for regular office hours for the Clerks and to introduce monthly community drop-in sessions. These will begin on 5<sup>th</sup> January (Covid restrictions permitting).

#### 21.234 **Installation of Bench**

Members received and approved a report on the installation of a memorial bench (donated by HCPS) at the corner of East Lane and Ockham Road North. This will now be actioned as quickly as possible.

#### 21.235 **Task Group Updates**

a) Asset Management & Village Appearance:

- The contract to resurface the tennis court has been signed.
- Cllrs will be contacting SCC with photographic evidence of the dangerous condition of the footpath along The Street from Cranmore Lane to the A246, requesting it be dealt with as a matter of urgency.

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- b) Climate Change
  - A meeting is scheduled for New Year. Lots of volunteers are wanting to join the group. Information about all the projects can be found on our website.
- c) Communications:
  - Work on the residents' welcome pack is progressing well.
  - A gigabit update will be sent out via our mailing list in next couple of weeks.
- d) Community Events & Wellbeing:
  - The Christmas trees on the Village Green and the corner of Silkmore Lane are up and decorated.
  - The Annual Lantern Parade was a great success.
- e) Personnel
  - Nothing to report.
- f) Road Safety & Maintenance
  - Nothing to report.
- g) Youth Council:
  - A meeting to discuss next year's outdoor cinema event has been scheduled.

#### 21.236 **GDPR**

Councillors confirmed that they have reviewed all hard and soft Parish Council data; and that they have deleted or shredded any personal information that they no longer need.

#### 21.237 **Other Village Matters**

- a) Henry Smith Charity: the charity has asked for some promotional assistance. A flyer is being created and information will be uploaded to the Council's website.
- b) Historic Postcards: a resident who has a collection of postcards has offered for the Council to make copies to complement its own collection.
- c) Museum: It has been suggested that a museum could be established at West Horsley Place where local historical artefacts could be viewed and looked after.

#### 21.238 **Date of next meeting**

Tuesday 18<sup>th</sup> January 2022 at 7.30pm.

The meeting was closed at 8.40pm.

Signed by the Chairman as a true and accurate record: .....

Date: .....

*Chairman's Initials:* \_\_\_\_\_