West Horsley Parish Council

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

Present Chairman Cllr E Best; Cllrs M Beynon, V Buosi, C Clinton, P Dodgson, F King, J McKenzie, G Murray; County Cllr D Booth; Borough Cllrs C Young; J McClung, Clerk; K Young, Deputy Clerk; one Youth Councillor; one resident.

24/001 **Chairman's Opening Remarks**
The chairman welcomed everyone to the meeting, wishing everyone a Happy New Year, and reminding them that Parish Council meetings are meetings in public, not public meetings.

24/002 **Apologies for Absence**
Cllrs C Mattock, T Rogers; Borough Cllrs D Bennett, R Brothwell

24/003 **Declarations of Interest; Amendments to Register of Interests; and Declarations of Gifts and/or Hospitality over £25**
None

24/004 **Approval of the Minutes of the Previous Meetings** *Appendix 1*
The minutes of the meeting held on 12 December 2023 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
- Firming up on Member Highway Funding to clear the pavements on The Street (as discussed in December).

Borough Cllr Young
- Wisley: Cllr Young attended the Inspector's Wisley site visit. The Inspector was particularly interested in ecological issues. The Appeal finished on 20 December. Closing statements revealed that most of the statutory bodies, including GBC, no longer had issues with the planning application. We await a decision.

24/005 **Clerk's Report**
- The Clerk has reclaimed £8068 VAT; funds have been received.
- A hedge has been planted behind the new bus stop on East Lane; funding to come from the Akerman Bequest.
- Clerk and Deputy Clerk attended a SALC Clerks Forum, which included interesting information from SCC on its Guide to Highways for Local Council Officers and its Rights of Way Improvement Plan.
- The internal audit is booked for 7 May.

24/006 **Significant Correspondence Received Since the Last Council Meeting**
- The Station Parade, East Horsley recycling sites will close in January 2024. Everything that is currently recycled at these sites can be left for the regular kerbside collections.
- Pedro Wrobel has been appointed Chief Executive of Guildford and Waverley Borough Councils, replacing Tom Horwood.
- Councillor Fiona White has been appointed Lead Councillor for Planning at GBC.

24/007 **Financial Matters** *Appendices 2-7*

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.
b) Members received and approved the bank reconciliation to 31 December 2023.
c) Members received and approved a detailed report on expenditure against budget to 31 December 2023.
d) Members agreed to the proposed amendment to 4.1 of the Financial Regulations. These will be reviewed again in January 2025.
e) Members agreed to continue to meet the requirements of the Local Government Transparency Code to end 2025.
f) Members received and approved the recommendations of the Finance Committee that the following subscriptions are renewed for 2024/25:
   - Surrey Association of Local Councils
   - National Association of Local Councils
   - Society of Local Council Clerks
   - Association of Local Council Clerks
   - Campaign to Protect Rural England
   - Surrey Hills Society
   - London Green Belt Council

24/008 **Strategic Documents for Review** *Appendices 8-9*

a) Members reviewed and adopted an Investment and Banking policy. It was suggested that a clause about ethical investing is added. The policy was accepted as written under the proviso that some research is carried out by the Finance Committee on this matter. This will be further reviewed in April 2024.
b) Members reviewed and re-adopted its Scheme of Delegation with no amendments. This will be reviewed in January 2025.

24/009 **Youth Council** *Appendix 10*

Members received a report on recent Youth Council meetings held since the previous Council meeting. It was noted that Youth Council will be holding a 'Clothes Swap' in April and a 'Fun Run' in June. It also aims to repeat its 'Good Neighbour Challenge' for Glenesk School in the summer term.

24/010 **WHPC Community Awards 2024** *Appendix 11*

Members received and approved a briefing note outlining arrangements for running the inaugural WHPC Awards for Service to the Community. Nominations will open on 24 January and can either be submitted via an online form or by post. Closing date is 26 February. Presentation evening will take place at West Horsley Place on 27 March. Details to be fine-tuned at the next Community Events Task Group meeting.

24/011 **Schedule of Community Events**

A schedule of community events will be presented to Council in February.

24/012 **Horsley Heritage Community Group**

Members discussed how it might assist with the formation of a new community group to continue some of the work previously carried out by the Horsley Countryside Preservation Society. EHPC has arranged a meeting for interested parties to discuss what could be done. It was agreed that a Council representative would attend the meeting and report back to Full Council in February.

24/013 **Parking Issues at Farleys Close**

Members received an update from the Roads Task Group on the problems residents of Farleys Close are facing, mostly as a result of too many vehicles with not enough parking places. Emergency access is an ongoing concern, plus site-lines when turning on to Long Reach due to vehicles parking inconsiderately on the corner verges. Residents have started a petition, and the Council will encourage them to submit it to Surrey County Council. In the meantime, the Council has spoken to Surrey Highways' Parking Engineer who will conduct a site visit in June; and has also alerted the Police Community Support Officer to the issues.

24/014 **Flooding along The Street/East Lane & Pedestrian Safety at the East Lane/ORN Junction**

a) Members received a report from the Roads Task Group on the action taken to date to alleviate flooding along the main road through the Village. Before Christmas extensive drainage works were carried out at the Railway Bridge. The Council has met on site with Surrey Highways to review a drainage problem outside 164 The Street; this matter has now been resolved. A further drainage issue outside 82 The Street is being addressed. Some flooding continues along East Lane. It is believed that the key issue here is blocked drains. The Council is pushing SCC to prioritise the clearing of all the drains in West Horsley to avoid further flooding issues.
b) Members received a report from the Roads Task Group on a matter raised previously by a resident regarding pedestrian safety at the East Lane/Ockham Road North T-Junction as a result of the dropped curb and flooding. The Council has identified that the flooding has been caused by an East Horsley resident building over one of the gulleys. This matter has been escalated to SCC. The lack of raised curb is due to a speed table being installed at the junction. Surrey Highways has confirmed that the pavement level will not be adjusted as damage to a raised curb is inevitable as large vehicles struggle to turn at the junction.

24/015 **Planning & Environment Committee Update** *Appendix 13*

a) Members received a report on Planning & Environment Committee meetings held since the previous Council meeting.
b) Members received an overview of the Government's Street Vote Development Order open consultation. It was agreed that the Planning Committee would draft a response to the consultation and circulate it by email to Full Council for approval before submission.
c) Other planning matters of note:
   - The Committee has been contacted by some residents with ongoing boundary issues relating to the Manor Wood development. These are being dealt with.
   - Flooding at Green Lane – developers have installed a gulley to alleviate the issue.

24/016 **Finance Committee Update** *Appendix 14*

a) Members received a report on Finance Committee meetings held since the previous Council meeting.
b) Other Finance matters of note:
   - It is recommended that an additional Councillor joins the Finance Committee.
   - Cllr Booth has some funding available from his Councillor Community Fund. The Finance Committee recommended an application for funding towards the Council's Village Gateway Signs project. Full Council was in agreement. An extraordinary meeting of the Finance Committee will be held in order to minute the decision. Deadline for submission is 31 January 2024.

24/017 **WHPC Community Grants 2023** *Appendix 15*

One application was received between 1 July and 31 December. Finance Committee recommended the application from West Horsley Place for its Sensory Garden be approved, with one proviso – the application is amended to include the wording "Access to the Sensory Garden will remain free in perpetuity for West Horsley residents."

24/018 **Other Committee Updates**

a) Personnel: Nothing to report

24/019 **Task Group Updates**

a) Asset Management & Village Appearance: Bollards are being installed at the Cranmore Lane verge. The grass will be made good once complete. The four Village Signs will be delivered this week. Installation should be complete in the next few weeks.
b) Communications: The next Bulletin Board will go out by the end of January. The Welcome Packs have been updated and extra copies printed. Copies have been delivered to new residents.
c) Community Events & Wellbeing: Nothing to report.
d) Road Safety & Maintenance: Riparian Owners are being identified and letters advising of their responsibilities delivered. A review of SCC's Rights of Way Improvement Plan is underway. Parishes have been asked to participate. The Roads Task Group will draft a response and present to Full Council for approval in February.

24/020 **Community Projects Updates**

a) Horsley's CAN: Next meeting 25 January. The Climate Change Survey has been extended to the end of January. The group is hoping more young residents will participate. Looking to host four events over 2024/25, possibly involving the u3a.

24/021 **Other Village Matters**

- Village Hall celebrates its 100th year in 2024. The Community Events Task Group will discuss how to mark this anniversary at its next Task Group meeting.
- Eliabeth Carter-McQueen has taken up the head teacher position at The Raleigh School. The Chairman will write on behalf of the Council to welcome her.

24/022 **Date of the Next Full Council Meeting**

7.30pm on Tuesday 20 February 2024 in the Cedar Room, West Horsley Village Hall.

The meeting concluded at 20:44pm.

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

Date: ……

Chairman's Initials: _____