

# EAST HORSLEY PARISH COUNCIL

Clerk and Responsible Financial Officer: Nicholas Clemens  
East Horsley Parish Council Office, Kingston Avenue, EAST HORSLEY, Leatherhead KT24 6QT  
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8<sup>th</sup> April 2024

## To Councillors of the East Horsley Parish Council

You are summoned to attend the Meeting of the East Horsley Parish Council to be in the Clubroom of the Village Hall on Monday 15<sup>th</sup> April 2024 starting at 7.30pm.

Members of the public and press have a right and are cordially invited to be present at the meeting.

There will be an opportunity to address the Council at a time chosen by the Chairman.

*Nick Clemens*  
Parish Clerk

## A G E N D A

1. **To accept apologies & reasons for absence in accordance with the LGA 1972, Sch12, Para 40.**
  - Colin Carmichael
2. **Declaration of Disclosable Pecuniary Interests by Councillors on any of the agenda items below in accordance with The Relevant Authorities.**
3. **Minutes of the previous meetings. To be agreed & signed by the Chairman as a true & accurate record.**
4. **Chairman's Comments**
  -
5. **SCC and GBC Update**
6. **Public Participation.**
  - The meeting will be adjourned for members of the public to make a comment or ask a question on items within the agenda or relevant matters.
7. **Planning and Environment Matters**
  - To receive a report from the Chairman of the Committee.  
*Applications considered attached – Appendix 1.*
8. **Financial Matters**
  - To approve the list of payments amounting to £27401.42 previously authorised by Councillors.  
*Appendix 2 contains a list of payments authorised by councillors prior to the meeting.*
9. **To discuss the current appeal at Brick Kiln Farm against GBC Planning Enforcement Notice EN/22/00443 and agree to make an appropriate representation to the Planning Inspectorate.**

- 10. To Agree Expenditure on Improving Sightlines on A246**
  - A quote of £1550 has been received for cutting back a conifer hedge by 3-4 metres, this includes temporary traffic lights. The site is Park Horsley along the boundary of The Hollow.
- 11. To Discuss Producing a New Resident Welcome Pack**
  - The pack would be designed to provide local information for new residents.
- 12. Update on Forest Road Informal Footpath**
- 13. To Discuss the Annual Parish Meeting**
- 14. To Discuss Spring Litter Pick Saturday 6<sup>th</sup> April**
- 15. Task Group Progress Reports**  
*(Leaders of the group are to brief the council on relevant progress)*
  - Communication Group *(Steve Harvey)*
  - Community Group *(Holly Haling)*
  - Events Group *(Steve Harvey)*
  - Road Safety and Maintenance Group *(Andrew Franklin)*
  - Village Appearance Group *(Aileen Aitcheson)*
  - Climate Change Group *(Catherine Young/Sylvia Igglesden)*
  - Countryside Group. *(Steve Punshon)*
  - Railway Group *(Andrew Franklin)*
  - Heritage Group *(Robert Taylor)*
- 16. Project Groups Significant Update Reports**
  -
- 17. External Meeting**
- 18. To Approve the Date of the Next Meeting of the Council**
  - The Annual Statutory Parish Council Meeting is scheduled for Monday May 13th at 7.30pm in the Village Hall Clubroom

***THE MINUTES OF PREVIOUS MEETINGS ARE AVAILABLE FOR VIEWING  
IN HORSLEY LIBRARY***

Nick Clemens Parish Clerk 08/04/2024

## EAST HORSLEY PARISH COUNCIL

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### **Appendix 1: PLANNING & ENVIRONMENT COMMITTEE Report** **New planning applications considered by the Committee.** **Between 19<sup>th</sup> March 2024 to the 2nd April 2024**

and dealt with under delegated authority:

| <b>Application</b>  | <b>Committee Response</b> |
|---|---------------------------|
| Breton House, Heathway, East Horsley, KT24 5ET<br>Ref. No: 24/P/00262   | No Objection              |
| Tower Cottage, Ockham Road South, East Horsley, KT24 6RL<br>Ref. No: 24/P/00212   | No Objection              |
| Rowbarns Lodge, Guildford Road, East Horsley, KT24 5RY<br>Ref. No: 24/P/00328   | No Objection              |
| Copseham Rise, Lynx Hill, East Horsley, KT24 5AX<br>Ref. No: 24/T/00058   | No Objection              |
| Grey Walls, Chalk Lane, East Horsley, KT24 6TH<br>Ref. No: 24/P/00337   | No Objection              |
| Willow Green, Ockham Road North, East Horsley, KT24 6PU<br>Ref. No: 24/P/00401  | No Objection              |
| Daimar, 18 Parkside Close, East Horsley, KT24 5BY<br>Ref. No: 24/P/00414<br>Innisfree, Woodland Drive, East Horsley, Leatherhead, KT24 5AS<br>Ref. No: 24/P/00210 | Objection                 |

**DECISIONS reported by Guildford Borough Council between  
4<sup>th</sup> March 2024 to the 5<sup>th</sup> April 2024**

*Only applications approved by Guildford Borough Council to which the Parish Council had objected, and applications refused by GBC or withdrawn, are reported here.*

| <b>Reference</b> | <b>Location</b> | <b>P&amp;EC Response</b> | <b>GBC Decision</b> |
|------------------|-----------------|--------------------------|---------------------|
|                  | Nil return      |                          |                     |

**Appeals Submitted or Decided between 4<sup>th</sup> March 2024 to the 5<sup>th</sup> April 2024**

| <b>Reference</b> | <b>Location</b> | <b>Appeal Date</b> | <b>Proposal</b> |
|------------------|-----------------|--------------------|-----------------|
|                  | Nil Return      |                    |                 |

## Appendix 2: PAYMENTS APPROVED 1<sup>st</sup> February to the 31<sup>st</sup> March 2024

| Payment Type | Date     | Payee                 | Reason                       | Amount £ | Signatory 1 | Signatory 2 |
|--------------|----------|-----------------------|------------------------------|----------|-------------|-------------|
| Internet     | 06.2.24  | Village Hall          | Room Hire                    | 86.00    | RT          | AJA         |
| Internet     | 06.2.24  | J Rodgerson           | Storeroom                    | 6000.00  | RT          | AJA         |
| Internet     | 06.2.24  | Alan Gilbertson       | RTG Planter                  | 89.95    | RT          | AJA         |
| Internet     | 06.2.24  | Parish Online         | OS Mapping                   | 230.40   | RT          | AJA         |
| Internet     | 06.2.24  | Claire Brown          | Climate Change Questionnaire | 129.00   | RT          | AJA         |
| Internet     | 06.2.24  | Grace & Flavour       | Grant                        | 500.00   | RT          | AJA         |
| Internet     | 13.2.24  | Village Hall          | Room Hire                    | 120.00   | RT          | AJA         |
| Internet     | 13.2.24  | N. Worsfold           | Comms Co                     | 980.00   | RT          | AJA         |
| Internet     | 13.2.24  | Surrey Playing Fields | Annual Subscription          | 10.00    | RT          | AJA         |
| Internet     | 13.2.24  | New Leaf              | Forest Rd Path               | 5472.00  | RT          | AJA         |
| Internet     | 13.2.24  | SmileIt               | Email Hosting                | 108.00   | RT          | AJA         |
| Internet     | 21.2.24  | Mulberry & Co         | Cllr. Training               | 60.00    | SP          | AJA         |
| Internet     | 21.2.24  | Village Hall          | Room Hire                    | 19.00    | SP          | AJA         |
| Internet     | 28.2.24  | J Rodgerson           | Storeroom                    | 3900.00  | SP          | AJA         |
| Internet     | 28.2.24  | Equals                | Debit Card                   | 250.00   | SP          | AJA         |
| Internet     | 28.2.24  | Mark Hamer            | Mower Repairs                | 245.73   | SP          | AJA         |
| Internet     | 28.2.24  | Rydes Hill            | Lighting Repair              | 160.50   | SP          | AJA         |
| Internet     | 28.2.24  | Helping Hands         | Litterpickers                | 171.91   | SP          | AJA         |
| Internet     | 28.2.24  | Village Hall          | Room Hire                    | 33.25    | SP          | AJA         |
| Internet     | 08.3.24  | Surrey Hills Soc.     | Annual Subscription          | 30.00    | SP          | RT          |
| Internet     | 08.3.24  | J Hamshar             | Toilet Cleaning              | 810.00   | SP          | RT          |
| Internet     | 08.3.24  | N. Worsfold           | Comms Co                     | 1465.88  | SP          | RT          |
| Internet     | 12.03.24 | TCWS                  | RTG                          | 210.00   | SP          | AJA         |
| Internet     | 12.03.24 | TCWS                  | Newsletter                   | 768.00   | SP          | AJA         |
| Internet     | 12.03.24 | TCWS                  | Website                      | 168.00   | SP          | AJA         |
| Internet     | 31.03.24 | Unity Trust           | Service Charge               | 18.00    |             |             |
|              |          |                       |                              |          |             |             |
| <b>Total</b> |          |                       |                              | 27401.42 |             |             |

**Standing Orders and Direct Debits Currently in Force**

| <b>Frequency</b> | <b>Payee</b>  | <b>Amount £</b>     | <b>VAT reclaimable</b> |
|------------------|---|---------------------|------------------------|
| Monthly          | Surrey County Council - employer and employee pension contributions   | £896.64             | N/A                    |
| Monthly          | Scottish & Southern Electricity (SSE) - streetlighting                | Variable<br>£211.07 | Yes                    |
| Monthly          | Mr & Mrs Little (Storage)   | £110.00             | N/A                    |
| Monthly          | Aerial Direct   | £56.86              | Yes                    |
| Monthly          | Mobile Telephone O2   | £12.00              | Yes                    |
| Monthly          | Salaries  | £2708.52            | N/A                    |
| Monthly          | Smile It Office 365 Application                                       | £96.00              | Yes                    |
| Monthly          | Village Hall  | £583.33             | N/A                    |
| Monthly          | Parking Enforcement   | £131.42             | Yes                    |
| Monthly          | Business Rates  | 504.00              | No                     |
| Quarterly        | Car Park Lease  | £807                | Yes                    |
| Annual           | Christmas Lights  | £4558.80            | Yes                    |
| Annual           | Information Commissioner – registration under the Data Protection Act | £35.00              | N/A                    |