

# EAST HORSLEY PARISH COUNCIL

Clerk and Responsible Financial Officer: Nicholas Clemens  
East Horsley Parish Council Office, Kingston Avenue, EAST HORSLEY, Leatherhead KT24 6QT  
[www.easthorsley.info](http://www.easthorsley.info) Telephone: 01483 281148 e-mails [parishcouncil@easthorsleypc.org](mailto:parishcouncil@easthorsleypc.org)

Draft as of 18th April 2024

## **Minutes of the Meeting of the Parish Council held in the Club Room East Horsley Village Hall 15th April 2024 at 7.30pm**

**ATTENDANCE:** Councillors; Robert Taylor (Chair), Aileen Aitcheson, Andrew Franklin, Steve Punshon, Hilary Gullen, Holly Haling, Steve Harvey, Sylvia Igglesden, Juliet Robinson, GBC Cllr. Catherine Young, Assistant Parish Clerk Kevin Jenkins & five members of the public.

- 152. To Receive and Accept Apologies for Absence in accordance with LGA 1972, Sch12, Para**  
1. Colin Carmichael
- 153. Declaration of Disclosable Pecuniary Interests (DPI's) by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and any Non-Pecuniary Interests in accordance with the Parish Council's Code of Conduct**  
2. None
- 154. To Agree and Sign the Minutes of the Previous Meeting held on the 18<sup>th</sup> March 2024.**  
3. The minutes of the previous meetings were agreed as an accurate record. The Chair signed them.
- 155. Chair's Comments**  
4. The Chairman attended the Flood Forum organised by Ockham PC and chaired by Angela Richardson MP. The meeting was attended by the statutory authorities responsible for flood relief. Further meetings will be held 3 monthly and will include representatives of East Horsley, West Horsley, Effingham and Ockham.
- 156. SCC and GBC Update**  
5. GBC Cllr. Catherine Young commented on the Flood Forum. She felt it had a positive effect on action taken by Surrey Highways.  
6. Catherine and Cllr. Dawn Bennett will be visiting all development sites in the area to ascertain progress towards property occupation and release of S106 funds.  
7. Plans to convert the bowling green at St Martins into open space is progressing. It is hoped this will include the HART path extension.  
8. Catherine has a meeting with the owner of the disputed conifer hedge later this week in the hope of reaching an agreement on maintenance.
- 157. Public Participation**  
9. A Bishopsmead resident raised concerns about the impact of inconsiderate parking on the viability of the retailers businesses. The Clerk agreed to write to the residents and ask SCC Parking Enforcement to increase patrols.  
10. A resident was concerned at the costs attributed to the website and newsletter. They were assured fair value and service was always sought.

11. A resident was concerned that the council had paid a contractor to replace the telephone kiosk door and it was not fit for purpose. The contractor had accepted this was not of suitable standard and is replacing it at their own cost.
12. A representative of St Martins Church informed the meeting that the new stained glass window will be installed on 13<sup>th</sup> May. The official unveiling will be 13<sup>th</sup> October.
- 158. Planning and Environment Matters**
  13. The Council reviewed the report on Planning & Environment Committee Meetings held since their previous council meeting (Appendix 1).
- 159. Financial Matters**
  14. The list of payments issued since the previous meeting were approved, being £27401.42 (Appendix 2).
- 160. Brick Kiln Farm appeal against GBC Planning Enforcement Notice EN/22/00443.**
  15. The council resolved to providing representation in support of GBC. The chair thanked an Old Lane resident for the overview he provided.
- 161. To Agree Improving Sightlines on A246**
  16. The Council agreed to expenditure of £1550 to cut back conifers along the boundary of the A246 from Park Horsley. The Clerk will seek contributions towards the cost.
- 162. Update on Forest Road Footpath**
  17. The Clerk was pleased to report that the path construction had been completed. The cost of the project was £26563 less than the original quote of £41000. GBC contributed £7858 towards this total. Thanks to those residents of Forest Road who made a great contribution to the project. Additional safety signage will be considered.
- 163. To Discuss the Annual Parish Meeting**
  18. Planning is in its final stages. Daniel Sykes Cyber Crime Officer from Surrey Police will give a presentation on how to avoid being scammed.
- 164. To Discuss the Spring Litter Pick Saturday 6<sup>th</sup> April**
  19. Eleven volunteers attended at both Station Parade and Bishopsmead Parade with Seven at Effingham Jct. Store.
- 165. Task Group Progress Reports**
  20. Communications Group (*Steve Harvey*) The 40<sup>th</sup> Special Edition of the Newsletter has been delivered and work has started on the summer edition.
  21. Community Group (*Holly Haling*) The first meeting of the Thrive Book Club was attended by one lady. She had not left her home since December and will be attending the next meeting.
  22. Events Group (*Steve Harvey*) A charity walk in aid of Woking Beare Hospice at Horsley Towers on 19<sup>th</sup> May requires volunteers.
  23. Road Safety and Maintenance Group (*Robert Taylor*) The road flooding on Forest Road adjacent to the Community Hall has been dealt with. Upgrading the footway between Frenchlands Gate and Rectory Close will be done in the current financial year. The Drift is now 30mph, repeater signs have been installed
  24. Village Appearance Group (*Aileen Aitcheson*) The next meeting of the group will be 23<sup>rd</sup> May.

- 25. Climate Change Group (*Sylvia Igglesden*) No update
- 26. Countryside Group (*Steve Punshon*) A meeting of the group will be held on 17<sup>th</sup> April. The continuous rain has made parts of The Forest very muddy and in parts very slippery. Funding to upgrade the paths will be needed, HCPS may have some funds as they wind down.
- 27. Railway Group (*Andrew Franklin*) A report from Stephen Groom has been circulated. Effingham Junction Station won a Silver Gilt Award in the Stations in Bloom competition. Flooding at the base of the steps adjacent to ORS railway bridge will be eradicated imminently.
- 28. Heritage Task Group (*Robert Taylor*) The group will be meeting on Thursday 18<sup>th</sup> April

**149. Project Groups Significant Update Report**

- 29. No reports

**150. Report on External Meetings**

- 30. Robert Taylor, Juliet Robinson, and Hilary Gullen attended the Flood Forum chaired by Guildford MP Angela Richardson.

**151. To Approve the Date of the Next Meeting of the Council**

- 31. The Annual Statutory Meeting is scheduled for Monday 13<sup>th</sup> May 2024 starting at 7.30pm in The Clubroom of East Horsley Village Hall KT24 6QT

N.S.Clemens  
Parish Clerk  
17<sup>th</sup> April 2024

# EAST HORSLEY PARISH COUNCIL

Clerk and Responsible Financial Officer: Mr Nicholas Clemens  
East Horsley Parish Council Office, Kingston Avenue, Leatherhead, Surrey KT24 6QT  
Telephone: (01483) 281148 e-mail [parishcouncil@easthorsleypc.org](mailto:parishcouncil@easthorsleypc.org)

## 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:

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

<b>Payment Type</b>	<b>Date</b>	<b>Payee</b>	<b>Reason</b>	<b>Amount £</b>	<b>Signatory 1</b>	<b>Signatory 2</b>
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 £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