

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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Draft as of 26th March 2024

Minutes of the Meeting of the Parish Council held in the Club Room East Horsley Village Hall 18th March 2024 at 7.30pm

ATTENDANCE: Councillors; Robert Taylor (Chair), Aileen Aitcheson, Colin Carmichael, Hilary Gullen, Holly Haling, Steve Harvey, Sylvia Igglesden, Juliet Robinson, SCC Cllr. Dennis Booth, Assistant Parish Clerk Kevin Jenkins & six members of the public.

- 133. To Receive and Accept Apologies for Absence in accordance with LGA 1972, Sch12, Para**
1. Andrew Franklin, Steve Punshon
- 134. 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
- 135. To Agree and Sign the Minutes of the Previous Meeting held on the 12th February 2024.**
3. The minutes of the previous meetings were agreed as an accurate record. The Chair signed them.
- 136. Chair's Comments**
4. The Chair wished Nick Clemens, Parish Clerk, very best wishes for his forthcoming operation at the Royal Surrey Hospital
- 137. SCC and GBC Update**
5. SCC Cllr. Dennis Booth reminded the meeting about the Flood Forum being initiated by Ockham Parish Council with the first meeting being held on Friday 22nd March with local MP Angela Richardson being in attendance.
Also brought to notice the proposed Traffic Calming Measures and Raised Zebra Crossing being proposed by Surrey County Council
6. There were no Updates received from the Guildford Borough Councillors
- 138. Public Participation**
7. A resident raised concerns regarding the poor conditions of the local roads, "Worst since he moved here in the 1980s," and the number of traffic calming measures being proposed the raised speed cushions will cause more damage to Sports Cars and Classic Cars with their low road clearance.
8. A resident commented on the new stained-glass windows being made in Germany which are to serve as a memorial to the COVID Pandemic being installed at St Martin's Church.
9. In a subsequent meeting with the Chair, The Rector of St. Martin's explained the contract was placed with a firm in Leicester who sourced the stained-glass windows from the company they considered offered the best products in terms of quality and price, which was indeed from Germany

139 Planning and Environment Matters

10. The Council reviewed the report on Planning & Environment Committee Meetings held since their previous council meeting (Appendix 1).

140. Financial Matters

11. The list of payments issued since the previous meeting were approved, being GBP10,972.84 (Appendix 2).
12. Q3 Reconciliation was carried out by Cllr. S Punshon he was satisfied the entries had been recorded satisfactorily and signed the documents provided by the Clerk. No questions were raised.

141. To Agree Expenditure on CCTV for East Horsley Village Hall

13. The Council approved the expenditure of GBP1,945.50 for two cameras to be installed and would be monitored by the Village Hall Manager and Caretaker

142. Agree a Grant for Grace & Flavour CIC Community Kitchen Garden

14. Gerry Robbins and Robert Treble made a presentation to the Councillors to what they do and that they now feature in the National Garden Scheme being open to the public on Sunday 4th August 2024. No decision was made on the grant.

143. To Agree Shop Local Signage

15. The Council approved the banner which included the East Horsley Parish logo with a couple of minor amendments but were happy for this to be progressed without further reference to the Full Parish Council.

144. To Agree Allocating Parking Spaces in Station Parade Car Park

16. It was decided that further study is needed on this matter, including discussions with Guildford Borough Council Parking who provide the Car Park Wardens who issue the Car Parking Fines

145. To Discuss Expenditure on Road Markings

17. A quote of GBP2,525.12 has been received from an approved contractor but it was decided that the markings should be undertaken by Surrey County Council Highways Department at no cost to the Parish Council

146. To Discuss the Annual Parish Meeting

18. The APM will be held on Tuesday 23rd April in The Great Hall at Horsley Towers. The meeting will consist of each Councillor making a 2 to 3 minutes presentation of their Council Role. The second half following a refreshment break will be titled **Stay Safe in Horsley** a presentation on Cybersecurity.

147. To Discuss the Spring Litter Pick Saturday 6th April

19. Three Councillors were nominated to coordinate the event, Aileen Aitcheson at Bishopmead Parade, Andrew Franklin in absentia Effingham Mini Mart, and Hilary Gullen at Station Parade,

posters have been placed around the village advertising the event, also mentioned for volunteers in the Spring Newsletter and Mailchimp message

148. Task Group Progress Reports

20. Communications Group (*Steve Harvey*) The 40th Special Edition of the Newsletter is due to be arriving on residents' doormats within the next week.
21. Community Group (*Holly Haling*) The Thrive Book Club will start meeting again on the last Wednesday of the month in the Parish Office commencing at 2pm
22. Events Group (*Steve Harvey*) The Annual Parish Meeting is confirmed for Tuesday 23rd April to be held in the Great Hall at Horsley Towers.
23. Road Safety and Maintenance Group (*Robert Taylor*) The relaying of the surface of Forest Road has made a vast improvement to the safety of the road, and at the next meeting with Matthew Strong from Surrey County Council Councillors will be reassessing their list regarding future needs
24. Village Appearance Group (*Aileen Aitcheson*) The door on the red telephone box by the La Meridiana is due to be repaired and put back in place, and the Planters in the village to be refreshed with new plants from Squires Garden Centre, West Horsley.
25. Climate Change Group (*Sylvia Igglesden*) To advise of the Great Big Green Week 8th to the 16th June 2024 and that West Horsley Youth Council will be organising events to support this
26. Countryside Group (*Robert Taylor*) Nothing to report
27. Railway Group (*Steven Harvey*) The new Welcome to The Horsleys station map has been designed and now needs to go to TCWS to build the map for display at the Station
28. Heritage Task Group (*Robert Taylor*) The Task Group is now officially setup and will use the upstairs Parish Office for their filing of local artefacts.

149. Project Groups Significant Update Report

29. Education: A meeting with South Farnham Educational Trust and the Raleigh School took place, as preparation for a joint meeting with the Cabinet Lead for Children Families and Lifelong Learning at Surrey County Council.

150. Report on External Meetings

30. Councillors, Steve Harvey and Juliet Robinson visited Thatcher's Hotel to meet Natalie Pomry, Regional Sales Manager to discover what were their plans now that the Hotel would be open to the public again
31. Robert Taylor, Juliet Robinson, and Hilary Gullen will attend the Flood Forum chaired by Guildford MP Angela Richardson and it will meet on a quarterly basis with representatives from the Two Horsleys and Clandons, Effingham and Ockham attending together with Surrey County Council, Guildford Borough Council and the Environment Agency

151. To Agree Changes to the Clerk Employment Contract

32. Councillors approved terms for the Parish Clerk's revised contract of employment for 2024/25.

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

33. The meeting is scheduled for Monday 15th April 2024 starting at 7.30pm in The Clubroom of East Horsley Village Hall KT24 6QT

Kevin Jenkins, Assistant Parish Clerk

22nd March 2024

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Appendix 1: PLANNING & ENVIRONMENT COMMITTEE Report

New planning applications considered by the Committee.
Between 19th February 2024 to the 4th March 2024

and dealt with under delegated authority:

| Application | Committee Response |
|---|--------------------|
| Land at the junction of Forest Road and, Norrels Drive, East Horsley, KT24 Ref. No: 24/P/00130 | No Objection |
| The Coppice, 13 Falconwood, East Horsley, Leatherhead, KT24 5EG Ref. No: 24/T/00021 | No Objection |
| Ellerslie, 3 Holmwood Close, East Horsley, Leatherhead, KT24 6SS Ref. No: 24/T/00027 | No Objection |
| Land to the West of, Crocknorth Road, East Horsley, KT24 5TF Ref. No: 24/P/00191 | No Objection |
| Carrington, Pennymead Drive, East Horsley, Leatherhead, KT24 5AH Ref. No: 24/P/00222 | No Objection |
| Woodlands, 7 Falconwood, East Horsley, Leatherhead, KT24 5EG Ref. No: 24/T/00038 | No Objection |
| Innisfree, Woodland Drive, East Horsley, Leatherhead, KT24 5AS Ref. No: 24/P/00210 | No Objection |
| 47 Old Lane, Ockham, Guildford, Cobham, KT11 1NW Ref. No: 24/P/00224 | No Objection |

**DECISIONS reported by Guildford Borough Council between
29th January 2024 to the 1st March 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.

| Reference | Location | P&EC Response | GBC Decision |
|------------------|--|--------------------------|---------------------|
| 23/P/01567 | Cherry Tree Cottage, Pine Walk, East Horsley, KT24 5AG | Objection | Approved |

Appeals Submitted or Decided between 29th January 2024 to the 1st March 2024

| Reference | Location | Appeal Date | Proposal |
|------------------|-----------------|--------------------|-----------------|
| | Nil Return | | |

Appendix 2: PAYMENTS APPROVED 2nd January to the 31st January 2024

| Payment Type | Date | Payee | Reason | Amount £ | Signatory 1 | Signatory 2 |
|--------------|----------|----------------------|---------------------------|-----------|-------------|-------------|
| Internet | 04.01.24 | Drift Golf Club | Chairman's Party | 2,979.95 | RT | AJA |
| Internet | 04.01.24 | Village Hall | Room Hire | 92.38 | RT | AJA |
| Internet | 04.01.24 | Mailbird | Newsletter Distribution | 1,453.92 | RT | AJA |
| Internet | 04.01.24 | Colin Smith Planning | Wisley Appeal | 606.00 | RT | AJA |
| Internet | 04.01.24 | Nicki Worsfold | Comms.Co | 945.00 | RT | AJA |
| Internet | 04.01.24 | J Rogerson Cons | New Storeroom | 250.00 | RT | AJA |
| Internet | 11.01.24 | HRMC | Income Tax & Nat Ins Owed | 4,645.59 | RT | AJA |
| Total | | | | 10,972.84 | | |

Standing Orders and Direct Debits Currently in Force

| Frequency | Payee | Amount £ | VAT reclaimable |
|-----------|---|---------------------|-----------------|
| 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 | £81.60 | Yes |
| Monthly | Village Hall | £583.33 | N/A |
| Monthly | Parking Enforcement | £131.42 | Yes |
| 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 |

