

EAST HORSLEY PARISH COUNCIL

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

draft as at 6th January 2021

Minutes of the Meeting of the Parish Council held by Video Conference, on Monday 4th January 2021 at 7.30pm.

ATTENDANCE: Robert Taylor (Chairman) Councillors; Stephen Skinner, Aileen Aitcheson, Colin Carmichael, Steve Punshon, Andrew Franklin, Antony Etwell, Steve Harvey, Holly Haling. Clerk Nick Clemens, SCC G

Councillor Julie Iles, GBC Cllrs. Catherine Young and 4 members of the public.

109 To Receive and Accept Apologies for Absence. in accordance with LGA 1972, Sch12, Para 40

1 None

110 Declaration of Disclosable Pecuniary Interests by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464).

2. None

111 To Agree and Sign the Minutes of the Previous Meeting held on 7th December 2020.

3. The minutes of the previous meetings were agreed as an accurate record. They were signed by the Chairman.

112 Chairman's Comments

4. The Chairman outlined projects for the year. These include;
- Securing fast fibre broadband to homes across the village
 - The refurbishment of Station Parade, east side
 - Progressing 3 projects logged with 'Your Fund Surrey'
 - Addressing the various Wisley airfield issues & impacts
 - Traffic calming along Ockham Road North, South & Forest Road
 - Improvements at our two railway stations
 - Arranging a 'Big Summer Day Out' at Horsley Towers
 - A new storage facility for the Parish Council
 - Completing the HART trail beside St Martin's Court
 - A safety footpath for Forest Road
 - A path along Horsley Road towards Cobham
 - Replacing 2 bridges in the Forest
 - A new bridge over the ditch by Kingston Meadows
 - Security cameras for Kingston Meadows
 - Perhaps 10 more Farmers' Markets and....
 - The hiring of an Assistant Parish Clerk

113 SCC & GBC Update

5. SCC Cllr. Julie Iles was concerned at the rise in Covid cases, this would lead to greater restrictions that the Government would announce at 8PM.
6. Julie Iles informed the meeting that funding of £500 from her Member Allocation has been agreed.
7. Julie Iles confirmed that SCC had made representations for 106 funding for Transport and Drainage in relation to the Manor Farm, West Horsley housing development.
8. Julie Iles confirmed that widening Footpath 99 was being considered for funding from the Active Travel project. No funds have been allocated in phase 1. It would do no harm to apply for S106 funding for this project

114 Questions from Members of the Public

9. None

115 Planning & Environment Committee

10. The Council reviewed the report on Planning & Environment Committee Meetings held since the previous council meeting (Appendix 4).

116 Financial Matters

11. The list of cheques issued since the previous meeting were approved, these totalled £9417.98. (Appendix 5)

117 To Agree the 2021-22 Budget

12. The Council agreed amendments recommended by the F&R Committee

118 To Agree the 2021-22 Precept

13. The Council agreed a precept of £143000, this represents a 1.6% increase on the current year.

119 Meeting Dates 2021-22

14. The Council agreed the dates proposed by the Clerk.

120 To Agree the Railway Task Group Your Fund Surrey Project

15. Representatives of the group outlined the long term aims of the group. These are to establish access to both platforms at Horsley and Effingham Stations, Effingham Junction forecourt for safe public transport access and fully accessible toilets at both stations. The Chairman confirmed that the PC supported these ambitions.
 16. Support for an application to Your Fund Surrey was requested for upgraded toilets at Horsley Station. The Council supported this but felt it may not meet the outlined criteria.
- 121 Ultrafast Broadband Update**
17. A paper has been circulated. Open Reach has costed the project at £940,000. For DCMS to provide this funding, residents and businesses must pledge in the order of 600 Gigabit Vouchers, which represents one third of the total available in East Horsley.
 18. The project group are represented by Colin Carmichael and representatives of Rowbarns Way and Heath View. Steve Harvey has agreed to join the group.
 19. The PC is co-ordinating the project and will support a media campaign to inform residents and gain support for the scheme, particularly between now and the end of March.
 20. A budget of up to £2,000 was agreed for the project by the PC to be used (if necessary) on local communications.

122 Project Teams Update

- 20. Cllr. Steve Harvey has arranged a meeting with GBC in February to survey the proposed route of the Your Surrey Fund Trim Trail.
- 21. Steve Harvey is liaising with Boldhurst Properties regarding Station Parade east side properties
- 22. Cllr. Stephen Skinner thanked Cllr. Andrew Franklin for contacting Cobham Youth Project. This will greatly assist with the Your Fund Surrey Youth Drop-In Centre project.

123 Newsletter Review

- 23. The Communications Task Group have been considering whether the Newsletter name should be changed. No decision was reached on an appropriate new name. The name will be considered in the future.

124 Task Group Progress Reports

- 24. Communications Task Group. (*Andrew Franklin*) The next meeting will be in January. A Cllr. From West Horsley will be invited to attend the meeting.
- 25. Climate Change Task Group. (*Antony Etwell*) A website page has been added to the website, content aims to be informative and reflect initiatives of local parishes.
- 26. Community Activities & Allotments Task Group. (*Stephen Skinner*) Subject to Covid-19 allowing the event will proceed. It is proposed that it will promote Climate Change, hybrid vehicle outlets will be invited to display new technology.
- 27. Road Safety and Maintenance. (*Andrew Franklin*) The next meeting with SCC Highways will be in February.
- 28. Village Appearance Task Group. (*Aileen Aitcheson*) The Christmas Lights are still providing some brightness during January gloom. The group is grateful to Julie Iles for providing funds for a new WW2 commemorative bench at Bishopsmead Parade.
- 29. Business Liaison Task Group (*Colin Carmichael*). The December Farmers Market attracted over 1000 visitors. A raffle was held and £840 was raised for Horsley Community Fund and Riding for the Disabled.
- 30. Woodland, Meadow and Footpath Task Group. (*Steve Punshon*) SWT have carried out tree safety work in The Forest. Contractors will be approached for quotes to replace bridges in The Forest.
- 31. Railway Task Group (*Stephen Groom*) No Report
- 32. Wisley Project Task Group. (*Robert Taylor*) No new information at this time.

125 Report on External Meetings

- 33. Aileen Aitcheson attended a regular Neighbourhood Connectors meeting.

126 To Approve the Date of the Next Meeting of the Council

- 34. The next meeting is scheduled for Monday February 15th at 7.30pm by video conference.

N Clemens Clerk & RFO

06/01/2021

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Appendix 4: PLANNING & ENVIRONMENT COMMITTEE Report

New planning applications considered by the Committee
between 14th December & 1st January 2021
and dealt with under delegated authority:

Application	Committee Response
Bramble Patch, High Park Avenue, East Horsley, Leatherhead, KT24 5DD Ref. No: 20/P/02000	No Objection
10 Station Parade, East Horsley, Leatherhead, KT24 6QN Ref. No: 20/P/01988	No Objection
Pemberley, Ockham Road South, East Horsley, Leatherhead, KT24 6RX Ref. No: 20/P/01973	No Objection
Brambledown, Hooke Road, East Horsley, Leatherhead, KT24 5DY Ref. No: 20/P/01993	No Objection
Fair Lawns, The Warren, East Horsley, Leatherhead, KT24 5RH Ref. No: 20/P/02029	No Objection
Highlands Farm, Chalk Lane, East Horsley, Leatherhead, KT24 6TH Ref. No: 20/P/02076	No Objection
Kellaton, Norrels Drive, East Horsley, Leatherhead, KT24 5DL Ref. No: 20/P/02079	No Objection

DECISIONS reported by Guildford Borough Council between 14th December & 1st January 2021

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
Ref. No: 20/P/01382	Nightingales, Bluebell Lane, East Horsley	Objection	Approved
Ref. No: 20/P/01457	Dormer Cottage, Cobham Way, East Horsley, Leatherhead, KT24 5BH	Objection	Approved
Ref. No: 20/P/01283	Highlands Farm, Chalk Lane, East Horsley, Leatherhead, KT24 6TH	No Objection	Refused

APPEALS Submitted or Decided between 14th December & 1st January 2021

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
None					

Appendix 5: PAYMENTS APPROVED

Payments Authorised by Councillors between 1st October 2020 & 30th November 2020

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	09.10.20	Jason Lee	Village Warden	Highways Act 1980	917.00	SJS	AJA
Internet	09.10.20	Jason Lee	Toilet Cleaning	LGA 1972 s111	600.00	SJS	AJA
Internet	09.10.20	HMRC	Tax NI	LGA 1972 s111	1671.15	SJS	AJA
Internet	15.10.20	N Clemens	Salary Arrears	LGA 1972 s111	192.96	SJS	AJA
Internet	15.10.20	LCR	Subscription	LGA 1972 s111	17.00	SJS	AJA
Internet	15.10.20	B Aldred	Comms Co	LGA 1972 s142	513.75	SJS	AJA
Internet	15.10.20	Village Hall	Toilet Energy	LGA 1972 s111	72.26	SJS	AJA
Internet	27.10.20	SALC	Training	LGA 1972 s111	72.00	SJS	AJA
Internet	28.09.20	Smile It	PC Upgrade	LGA 1972 s111	156.00	SJS	AJA
Internet	02.11.20	Jason Lee	Village Warden	Highways Act 1980	528.00	SJS	AJA
Internet	02.11.20	Jason Lee	Toilet Cleaning	LGA 1972 s111	580.00	SJS	AJA
Internet	02.11.20	Village Hall	Meeting Room	LGA 1972 s111	583.33	SJS	AJA
Internet	02.11.20	J Goodchild	Storeroom Drawings	LGA1972s111	715.00	SJS	AJA
Cheque	13.11.20	British Legion	Wreath	LGA1972 s111	120.00	SJS	AJA
Internet	25.11.20	Unity Trust	Service Charge	LGA1972 s111	18.00	SJS	SP
Internet	25.11.20	Sports Shop	Trophies	LGA1972 s111	176.98	SJS	SP
Internet	25.11.20	SMW	Tree Report	LGA1972 s111	451.20	SJS	SP
Internet	25.11.20	TCWS	Website	LGA 1972 s142	103.72	SJS	SP
Internet	25.11.20	BCW Signs	Road Signs	Highways Act 1980	135.67	SJS	SP
Internet	25.11.20	Mulberry & Co	Internal Audit	LGA1972 s111	198.00	SJS	SP
Internet	25.11.20	B Aldred	Comms Co.	LGA1972 s142	592.50	SJS	SP
Internet	27.11.20	Village Hall	Meeting Room	LGA 1972 s111	583.33	SJS	SP
Internet	27.11.20	Mailbird	Newsletter	LGA1972 s142	1000.13	SJS	SP
				Total	9417.98		

Standing Orders and Direct Debits Currently In Force

Frequency	Payee	Powers	Amount £	VAT reclaimable
Monthly	Surrey County Council - employer and employee pension contributions	LGA 1972 s.111	£510.93	No
Monthly	Scottish & Southern Electricity (SSE) - streetlighting	Highways Act 1980	Variable £35.00	Yes
Monthly	Mr & Mrs Little (Storage)	LGA 1972 s111	£90.00	No
Monthly	PlusNet broadband, phone line rental and calls	LGA 1972 s.111	Variable £38.00	Yes
Monthly	Clerk Salary	LGA 1972 s.111	£1,566.75	No
Monthly	Guildford Borough Council - parking enforcement	Road Traffic Act 1984	£131.42	Yes
Monthly	Smile It Office 365 Application	LGA 1972 s.142	£81.60	Yes
Annual	Information Commissioner – registration under the Data Protection Act	LGA 1972 s.111	£35.00	No

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20th December 2020

Minutes of a Meeting of the Parish Council Finance & Risk Management Committee held by Video conference, on 10th December 2020 at 11.00 am.

ATTENDANCE:

Aileen Aitcheson Chairman, Robert Taylor, Steve Punshon, Stephen Skinner and Nicholas Clemens (Clerk).

1. To Receive and Accept Apologies for Absence

1. None

2. Declaration of Disclosable Pecuniary Interests by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464).

2. None.

3. Review the Deposit Account Balances

3. It was agreed the figures were accurate.

4. To Agree Q2 Outturn

4. The Committee agreed the expenditure figure of £53582. This is in line with the budget.

5. To Review Bank Account Balances

5. The Committee agreed to transfer £20000 from Unity Trust Bank to CCLA. This brings the Unity Trust balance below the Bank Deposit Compensation Scheme maximum of £85000 per institution.

6. To Agree the 2021-22 Precept

6. The Committee agreed a Precept for 2021-22 of £143000. This represents a 1.6% increase on 20-21.

7. Q2 Bank Reconciliation Process

7. The Clerk outlined the process used in Q1 for carrying out a remote reconciliation. Steve Punshon agreed to liaise with the Clerk for Q2.

8. Next F&R Meeting

8. The next meeting of the Finance & Risk Committee will be 11.00am 28th January 2021

Nick Clemens Clerk