

EAST HORSLEY PARISH COUNCIL

Clerk and Responsible Financial Officer: Mr Nicholas Clemens
East Horsley Parish Council Office, Kingston Avenue, EAST HORSLEY, Leatherhead KT24 6QT
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draft as at 25th March 2021

Minutes of the Meeting of the Parish Council held by Video Conference, on Monday 22nd March 2021 at 7.30pm.

ATTENDANCE: Robert Taylor (Chairman) Councillors; Stephen Skinner, Aileen Aitcheson, Colin Carmichael, Steve Punshon, Andrew Franklin, Steve Harvey, Holly Haling, Antony Etwell. Clerk Nick Clemens, SCC Councillor Julie Iles, GBC Councillors Catherine Young, Christopher Barrass and 3 members of the public.

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

1. None

147 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

148 To Agree and Sign the Minutes of the Previous Meeting held on 15th February 2020.

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

149 Chairman's Comments

4. The Chairman thanked the Ultrafast Broadband Project Group for all their hard work in achieving a successful outcome for East Horsley residents.
5. The Chairman thanked Steve Punshon for the work he has done as the PC representative Trustee of East Horsley Village Hall. Steve has stepped down from this role after four years.

150 SCC & GBC Update

6. SCC Cllr. Julie Iles reported that Covid 19 infection rates across the county continue to fall. 386000 Surrey residents have received their first vaccination. Schools have been re-opened and free school meals will be provided during the Easter holiday. Unfortunately there has been an increase in children being supported by SCC due to the myriad issues Covid 19 has contributed to.
7. Julie Iles reported that the footpath along Ockham Road South between Lynx Hill and Forest Road has priority funding for resurfacing. This work will be carried out in 2021-22 financial year.
8. Julie Iles reported that the Jubilee Trail crossing point on the A246 at St Mary's Church West Horsley was still under consideration. SCC are concerned about a crossing point here due to the speed of traffic and sight lines. Without a crossing point it prevents disabled from getting the full benefit of the trail.
9. GBC Councillor Catherine Young reported on planning issues affecting the Horsleys; Taylor Wimpey have not yet submitted a transport management plan, this should be delivered by May. Lollesworth Field design review panel is considering the planned development. Antler Homes will submit a full application for 35 homes on part of the Waterloo Farm site. Bell and Colville are applying to demolish their car showroom and replace it with 15 apartments, efforts to maintain part of the showroom façade have not been successful.
10. Embankment work in West Horsley has been completed and the site will be vacated shortly.

151 Questions from Members of the Public

11. A resident raised the issue of excessive noise and smells coming from Brick Kiln Farm.

12. A resident asked if any progress had been made in finding suitable land for St Martins Church to extend the burial ground. The Clerk responded that enquiries were being made but the Covid-19 pandemic has interrupted progress.
13. A resident expressed anger at both inappropriate positioning of a signpost during the recent Bishopsmead Parade road safety work and the exorbitant cost of the work. Cllr. Andrew Franklin supported this view.
14. Assistance was requested to improve the signage for Neighbourhood Watch in East Horsley.

152 Planning & Environment Committee

15. The Council reviewed the report on Planning & Environment Committee Meetings held since the previous council meeting (Appendix 4).
16. The Chairman commented on new 'Permitted Development' planning laws allowing development in Green-Belt, describing some aspects as 'bonkers'

153 Financial Matters

17. The list of cheques issued since the previous meeting were approved, these totalled £11434.29. (Appendix 5)

154 The Big Day Out 4th July 2021

18. The Council agreed the budget for the event. The cost for the Council will be £3000.
19. The organisers were commended for their work

155 To Discuss a Joint Newsletter with West Horsley PC

20. The Council agreed in principal to the Winter Newsletter 2021 being a joint edition subject to agreement with West Horsley PC.
21. The Council requested that the Communications task group bring a fully agreed format to the April PC meeting for approval. Cllr. A Aitcheson asked for her objection to this proposal to be minuted. Cllr S Skinner asked for his support for this proposal to be minuted.

156 To Agree to Holding a Skateboard Skills Event

22. The Community Task Group recommend holding a skateboard event in July 2021. The Council agreed a £500 budget for this.

157 To Agree to Supporting a Winter Raffle

23. Communications Task Group recommend holding a Winter Raffle. The Council agreed to assist a charity in the organisation and distribution of this initiative

158 To Discuss the Annual Parish Meeting

24. The Local Government Act Part 111 stipulates that an APM must be held in the period between 1st March and 1st June. Council agreed that it was still not appropriate to hold public meetings during the Covid-19 pandemic. A public meeting will be considered for September.

159 Task Group Progress Reports

25. Communications Group. (*Andrew Franklin*) Brenda was thanked for her hard work on the Spring Newsletter this was echoed by Councillors. Notes from the meeting to be held on 24th March will be circulated.
26. Climate Change Group. (*Antony Etwell*) A number of residents responded to the article in the recent newsletter and these are being followed up. The first 6 projects have been identified. One of these is biodegradable nappies.
27. Events Group. (*Stephen Skinner*) An Art Trail is under consideration. This initiative is aiming to support Horsley library.
28. Road Safety and Maintenance. (*Andrew Franklin*) Bishopsmead Parade road safety project has been completed. The speed limit between Downside and Effingham Junction on Horsley Road will be reduced to 40mph.
29. Village Appearance Group. (*Aileen Aitcheson*) A meeting was held recently to discuss a suitable memorial for victims of Covid-19. Ideas are under consideration, one is to landscape the corner of Kingston Avenue and Ockham Road South. A resident approached the Council to assist with overhanging vegetation causing sightline problems. This was dealt with swiftly by a Councillor.
30. Horsley Community Group. (*Holly Haling*) A meeting has been held with West Horsley Place Skillway youth worker. His aim is to build relationships and educate young people. Breaking glass bottles at Kingston Meadow is a concern that is prevalent at present. It is important for these incidents to be reported to the police. Stephen Skinner commended Holly for how she has grasped the issue.
31. Business Liaison Group (*Colin Carmichael*). The first Farmers Market of 2021 will be held on 17th April. The Horsley Station manager has organised for free parking on the day. Working capital provided by the PC to the Community Interest Company (£1000) has been repaid; in addition the CIC expects to donate approximately £1000 to local charities.
32. Countryside Group. (*Steve Punshon*) Replacement of the wooden bridge in The Forest has been completed. The project to replace a board walk in The Forest will be funded jointly by HCPS, SWT and the PC, each group will provide £1300-£1500.
33. Railway Group (*Stephen Groom*) A report provided by the group chairman has been circulated.

160 Project Groups Significant Updates

34. Ultrafast Broadband. Open Reach has confirmed the project is fully funded and will be installed across the Horsley exchange, in part using the surplus Gigabit Vouchers pledged by East Horsley residents: installation should commence in the last quarter of 2021.
35. Forest Road Footpath. One quote has been received two further quotes are awaited.
36. Talks have been held to discuss redevelopment of the rear of Station Parade. All parties are enthusiastic about this opportunity.
37. Kingston Meadow Trim Trail. The Your Fund Surrey project has been submitted.

161 Report on External Meetings

38. The Communications Task Group asked for feedback on the recent Breakthrough Communications Seminar. The Chairman commented that the message was clear and that every platform should be considered.
39. Stephen Skinner reported on the JAG meeting.
40. Andrew Franklin and Robert Taylor attended the Rural Transport seminar.

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

41. The next meeting is scheduled for Monday April 19th at 7.30pm by video conference.

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Appendix 4: PLANNING & ENVIRONMENT COMMITTEE Report

**New planning applications considered by the Committee
between 8th February 2021 & March 8th 2021
and dealt with under delegated authority:**

Application	Committee Response
13 Holmwood Close, East Horsley, Leatherhead, KT24 6SS Ref. No: 21/P/00172	No Objection
Willowmay, Hooke Road, East Horsley, Leatherhead, KT24 5DY Ref. No: 21/P/00179	No Objection
Polepit Cottage, Guildford Road, East Horsley, Leatherhead, KT24 6AJ Ref. No: 21/P/0192	No Objection
Crestwood, Lynx Hill, East Horsley, Leatherhead, KT24 5AX Ref. No: 21/P/00264	No Objection
3 Lovelace Cottages, St Martins Close, East Horsley, Leatherhead, KT24 6SU Ref. No: 21/T/00038	No Objection
Tanaghmore, Norrels Drive, East Horsley, Leatherhead, KT24 5DR Ref. No: 21/P/00294	No Objection

DECISIONS reported by Guildford Borough Council between 8th February & 8th March 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: 19/P/01913	Drift Barn, The Drift, East Horsley, KT24 6NU	Objection	Approved

APPEALS Submitted or Decided between 8th February 2021 & 8th March 2021

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
20/P/01283	Highlands Farm, Chalk Lane, East Horsley, Leatherhead, KT24 6TH	Proposed two storey detached dwelling following demolition of existing dwelling.	18/02/2021		

Appendix 5: PAYMENTS APPROVED

Payments Authorised by Councillors between 1st January 2021 & 28th February 2021

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	08.01.21	Village Hall	Parish Room	LGA 1972 s111	583.33	SJS	AJA
Internet	08.01.21	HMRC	Q3 Tax/ NI	LGA 1972 s111	2010.36	SJS	AJA
Internet	08.01.21	Jason Lee	Toilet Cleaning	PHA 1936	600.00	SJS	AJA
Internet	08.01.21	Jason Lee	Village Warden	Highways Act 1980	480.00	SJS	AJA
Internet	08.01.21	B Aldred	Comms.Co	LGA1972 s142	600.00	SJS	AJA
Internet	08.01.21	Cjany/MPS Mowers	Mower Service	Highways Act 1980	333.00	SJS	AJA
Internet	12.01.21	Mailbird	Newsletter	LGA1972 s142	219.92	SJS	AJA
Internet	12.01.21	N Clemens	Cluskeys	PHA 1936	133.13	SJS	AJA
Internet	12.01.21	JB Goodchild	Storeroom Design	LGA 1972 s111	75.00	SJS	AJA
Internet	12.01.21	S Harvey	Expenses	LGA 1972 s111	24.99	SJS	AJA
Internet	12.01.21	Surrey Fields	Subs	LGA 1972 s111	10.00	SJS	AJA
Internet	12.01.21	Surrey Hills	Subs	LGA 1972 s111	25.00	SJS	AJA
Internet	12.01.21	C Broadhurst	St Martins Church	Localism Act 2011	175.00	SJS	AJA
Internet	03.02.21	Jason Lee	Toilet Cleaning	PHA 1936	600.00	AJA	SP
Internet	03.02.21	Jason Lee	Village Warden	Highways Act 1980	620.00	AJA	SP
Internet	03.02.21	GBC	Enforcement Charges	Highways Act 1980	131.42	AJA	SP
Internet	03.02.21	Grace & Flavour	Allotments Management	Allotment Act	566.00	AJA	SP
Internet	03.02.21	Bill Kear	Wellington Meadow	Open Spaces Act	1860.00	AJA	SP
Internet	03.02.21	NS Printing	Street Signs	Highways Act 1980	160.74	AJA	SP
Internet	03.02.21	FairFx	Debit Card	LGA 1972 s111	250.00	AJA	SP
Internet	03.02.21	Smile It	Web Hosting	LGA 1972 S142	108.00	AJA	SP
Internet	12.02.21	B Aldred	Comms.Co	LGA1972 s142	855.00	SJS	AJA
Internet	12.02.21	Gristman Tree Surgery	Wellington Meadow	Open Spaces Act	378.00	SJS	AJA
Internet	12.02.21	Grace & Flavour	Allotments Management	Allotment Act	54.00	SJS	AJA
Internet	19.02.21	Mailbird	Newsletter	LGA1972 s142	99.45	SJS	AJA
Internet	19.02.21	Breakthrough Comms.	Training	LGA 1972 s142	414.00	SJS	AJA
Internet	19.02.21	B Aldred	Ultrafast Broadband	LGA 1972 s142	67.95	SJS	AJA
				Total	11434.29		

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	N/A
Monthly	Scottish & Southern Electricity (SSE) - streetlighting	Highways Act 1980	Variable £35.00	Yes
Monthly	Mr & Mrs Little (Storage)	LGA 1972 s111	£90.00	N/A
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	N/A
Monthly	Smile It Office 365 Application	LGA 1972 s.142	£81.60	Yes
Monthly	Village Hall	LGA 1972 s111	583.33	N/A
Annual	Information Commissioner – registration under the Data Protection Act	LGA 1972 s.111	£35.00	N/A