

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 May 2021

Minutes of the Meeting of the Parish Council held by Video Conference, on Monday 26th April 2021 at 7.30pm.

ATTENDANCE: Robert Taylor (Chairman) Councillors; Stephen Skinner, 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.

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

1. Aileen Aitcheson

164 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

165 To Agree and Sign the Minutes of the Previous Meeting held on 22nd March 2021.

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

166 Chairman's Comments

4. The Chairman thanked the Social Media Group for their impressive postings that are helping raise the profile of the PC. It is clear that this will remain an important way of connecting with residents.

167 SCC & GBC Update

5. SCC Cllr. Julie Iles reported that Covid 19 infection rates across the county are below the average in the country despite a spike in cases in Guildford. The vaccination programme continues at pace.
6. Julie Iles reported on progress with a number of highways issues.
7. Cllr. Tim Anderson reported that fly tipping at Bluebell Lane car park will be removed. In the same area a seven foot high wall has been constructed and Catherine Young is looking into whether it has planning consent.
8. A resident asked when public meetings would resume. The PC is aiming to hold a public meeting in early September.

168 Questions from Members of the Public

9. A resident is concerned that drivers are not respecting the no entry signs at Bishopsmead Parade.
10. A resident asked if The Big Day Out will be advertised other than by digital media. It was confirmed that the event would be advertised in the Newsletter, on noticeboards and billboards.
11. A resident asked when public meetings would resume. The PC is aiming to hold a public meeting in early September.
12. A resident expressed concerns about the condition of pavements in East Horsley. The PC confirmed that improvements will be carried out in the next financial year.

169 Planning & Environment Committee

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

170 Financial Matters

14. The list of cheques issued since the previous meeting were approved, these totalled £19436.12 (Appendix 5)

171 To Agree the Parish Meeting Room Lease

15. The Council agreed the version of the draft lease prepared by the Chairman and Clerk. The Lease will be returned to the VH Trustees to agree the changes. Subject to agreement by the Trustees the lease will be signed.

172 To Agree Purchasing Three Traffic Mirrors

16. The Road Safety Group recommend purchasing three mirrors to improve safety at three sites. The Council agreed to purchase three traffic mirrors at a cost of £127.

173 To Agree to Making a Grant to the Air Ambulance Service

17. The Council agreed a £300 grant to Kent, Surrey and Sussex Air Ambulance Service.

174 To Agree to Funding Tree Planting

18. The Council agreed to pay £700 towards the cost of planting Rowan Trees. The total cost is £1400, this is a joint project with HCPS.

175 To Agree Purchasing Payment Terminals

19. The Events Group request the purchase of four payment terminals for The Big Day Out and other events. The total cost is £576 purchased from Sum Up. Sum Up charge 1.65% for each transaction. The PC agreed to this purchase.

176 To Agree Virements

20. The Council agreed virements presented by the Clerk.

177 Task Group Progress Reports

21. Communications Group. (*Andrew Franklin*) Work on social media postings is raising awareness of the PC. Feedback on the Spring Newsletter has been positive. Work on the Summer edition has started the deadline for copy is the middle of May.
22. Climate Change Group. (*Antony Etwell*) Thank you to all who are taking part in several projects. A survey to residents will be tested w/c 3rd May.
23. Events Group. (*Stephen Skinner*) Former Cllr. Lindy Elliott has volunteered to assist with the proposed Art Trail. A meeting with West Horsley Cllrs. has been arranged to discuss future events. The Big Day Out has registered 92 vintage vehicles for the event, Wills and Smerdon will sponsor prizes. The Artisan Market currently has 26 stalls and 6 food vendors have been engaged. Samantha Sopwith will have an art exhibition in Horsley Towers on the same day. Cherry Trees will collect parking fees.
24. Road Safety and Maintenance. (*Andrew Franklin*) Bishopsmead Parade road safety project has been completed. A speed limit of 40Mph has been imposed between Downside and Effingham Junction on Horsley. Road.gulley jetting has been carried out in Forest Road. More extensive work is proposed. The quarterly meeting with SCC will be on 12th May.
25. Village Appearance Group. (*Aileen Aitcheson*) Jason continues with spring maintenance work, one of the tasks completed is levelling and reseeding parts of Bishopsmead Parade, unfortunately the weather has not helped with germination. The application to have unsightly banners at Mortiboys and Limegrove Care Home removed has been successful.
26. Horsley Community Group. (*Holly Haling*) Anti Social Behaviour at Kingston Meadow is escalating. How this can be tackled will be discussed with several agencies. A poster has been designed, this shows a dog who suffered severe internal injuries by eating glass, this will be distributed around KM. The Horsley Station Manager will try to assist

- with monitoring youths arriving from outside the area.
27. Business Liaison Group (*Colin Carmichael*). Su Johnston resigned from the group and a has not yet been replaced, Aileen Aitcheson has replaced Stephen Groom. A report from a recent meeting have been circulated. The April Farmers Market had 37 stalls with over 1000 visitors: feedback from visitors was very positive.
28. Countryside Group. (*Steve Punshon*) The Woodland Trust are planning to close the lower on the Effingham boundary side of Great Ridings Wood due to health and safety concerns, as Ash die back has left many trees in a dangerous condition. The second bridge project in The Forest will be funded jointly by HCPS, SWT and the PC. A new quote has been agreed for the work, this will be discussed at the next F&R meeting.
29. Railway Group (*Stephen Groom*) A report provided by the group chairman will be circulated.

178 Project Groups Significant Updates

30. An application for toilets and waiting room has been submitted to Your Fun Surrey
31. Forest Road Footpath. One quote has been received two further quotes are awaited. A fourth contractor will be approached.

179 Report on External Meetings

32. Cllrs. Antony Etwell and Steve Harvey met with the owners of Station Parade freeholds. Architects will prepare an outline for improving the rear of the properties.

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

33. The Statutory Annual meeting is scheduled for Monday May 17th at 7.30pm by video conference.

N Clemens Clerk & RFO

06/05/2021

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Appendix 4: PLANNING & ENVIRONMENT COMMITTEE Report

New planning applications considered by the Committee between March 8th 2021 & 6th April 2021 and dealt with under delegated authority:

Application	Committee Response
Trewidland, Pine Walk, East Horsley, Leatherhead, KT24 5AG Ref. No: 21/P/00250	No Objection
11 Falconwood, East Horsley, Leatherhead, KT24 5EG Ref. No: 21/T/00069	No Objection
Saulire, Guildford Lodge Drive, East Horsley, Leatherhead, KT24 6RJ Ref. No: 21/P/00097	No Objection
Ray-Mar, Forest Road, East Horsley, Leatherhead, KT24 5ES Ref. No: 21/P/00462	No Objection
Land rear of Chicane and Quintons, Ockham Road North, East Horsley, KT24 6PU Ref. No: 21/P/00494	Objection
10 Station Parade, East Horsley, Leatherhead, KT24 6QN Ref. No: 21/P/00569	No Objection
Bramble Cottage, Ockham Road North, East Horsley, Leatherhead, KT24 6NT Ref. No: 21/P/00504	Objection
Carnanton Mawes, Green Dene, East Horsley, Leatherhead, KT24 5RG Ref. No: 21/W/00027	Objection
Langdale, Woodland Drive, East Horsley, Leatherhead, KT24 5AN Ref. No: 21/P/00477	No Objection
Land north of Wayfarers, The Warren, East Horsley, Guildford, KT24 5HR Ref. No: 21/P/00522	No Objection
Woodland Glen, Green Dene, East Horsley, Leatherhead, KT24 5RD Ref. No: 21/P/00556	No Objection

DECISIONS reported by Guildford Borough Council between 8th March & 6th April 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/02174	Woodside, The Highlands, East Horsley, KT24 5BG	Objection	Approved

APPEALS Submitted or Decided between 8th March 2021 & 6th April 2021

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome

None					
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Appendix 5: PAYMENTS APPROVED 1st March 2021 & 30th March 2021

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	04.03.21	C Woods	Ultrafast Broadband	LGA 1972 s111	51.23	SJS	AJA
Internet	04.03.21	Surrey CC	Bishopsmead Rd Safety	Highways Act 1980	6000.00	SJS	AJA
Internet	04.03.21	Jason Lee	Toilet Cleaning	PHA 1936	560.00	SJS	AJA
Internet	04.03.21	Jason Lee	Village Warden	Highways Act 1980	520.00	SJS	AJA
Internet	04.03.21	SSALC	Recruitment	LGA1972 s111	540.00	SJS	AJA
Internet	04.03.21	GBC	Enforcement Charges	Highways Act 1980	131.42	SJS	AJA
Internet	04.03.21	Rex Butcher	Sign Clips	Highways Act 1980	8.33	SJS	AJA
Internet	04.03.21	Mailbird	Newsletter	LGA1972 s142	1266.27	SJS	AJA
Internet	04.03.21	B Aldred	Comms Co	LGA 1972 s142	1023.75	SJS	AJA
Internet	18.03.21	GBC	Christmas Lights	LGA 1972 s111	4062.00	SJS	SP
Internet	18.03.21	TCWS	Newsletter	LGA 1972 s142	576.00	SJS	SP
Internet	18.03.21	GBC	Car Park Rent	Highways Act 1980	630.00	SJS	SP
Internet	18.03.21	N Clemens	Skip Hire	Highways Act 1980	295.00	SJS	SP
Internet	18.03.21	Nigel Jeffries	Forest Bridge	Localism Act 2011	1644.00	SJS	SP
Internet	18.03.21	Hirst Signs	Road Signs	Highways Act 1980	623.88	SJS	SP
Internet	18.03.21	Village Hall	Parish Office	LGA 1972 s111	1464.90	SJS	SP
Internet	18.03.21	Rex Butcher	Sign Clips	Highways Act 1980	21.34	SJS	SP
Internet	31.03.21	Unity Trust Bank	Bank Charges	LGA 1972 s111	18.00	SJS	SP
				Total	19436.12		

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 s.111	1972	£35.00	N/A
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