

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 18th July 2017

Minutes of the Meeting of the Parish Council held in the Lovelace Room, East Horsley Village Hall, Kingston Avenue, East Horsley, on Monday 17th July 2017 at 7.30pm.

ATTENDANCE: Stephen Skinner (Chairman) Councillors; Andrew Franklin, Linda Elliott, Robert Taylor, Stephen Groom, Aileen Aitcheson, Steve Punshon. Clerk, Nick Clemens; SCC Councillor Julie Iles; GBC Councillor, Jenny Wicks and four members of the public.

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

1. John Carr.

37. 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

38. Register of Interests – To declare amendments (*members are reminded that any amendments must also be notified in writing to the Monitoring Officer, Guildford Borough Council, Millmead, Guildford, GU2 4BB*)

3. None received

39 To Agree and Sign the Minutes of the Previous Meetings Held On 19th June 2017.

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

40 Chairman's Comments

- 5 The Chairman informed the meeting that he had recently attended a SSALC training on meetings, this covered agendas and procedures.

6. From the meeting above the Chairman thought it would be appropriate for all Councillors to attend a training related to the Code of Conduct, this will cover interaction with the public and within the Council.

41 Public Participation

7. Comments were made about the poor condition of Station Approach.

8. It was suggested that focus groups should be considered to improve understanding of the Parish Council and encourage greater engagement. The Communications Task Group will take this forward.

42 Planning & Environment Committee

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

43 Financial Matters

10. The list of cheques issued since the previous meeting were approved, these totalled £10,729.08 (Appendix 5).

- 44 Expenditure on Resurfacing Lovelace Close Bell Mouth**
11. The Council agreed to spend up to £1,140 of the estimated cost of £4,140. *General Power of Competence Localism Act 2011*
- 45 Expenditure on A246 Bus Shelter**
12. The Council agreed to spend £360 on repairs to the bus shelter. *LGA 1953*
- 46 Expenditure on Village Signs**
13. The Council agreed to expenditure of £135 on painting lettering on East Horsley Village Sign at The Drift sign. *LGA RTRA 1984*
- 47 September Litter Pick**
14. Saturday September 16th 10am-Midday was agreed for the Autumn litter pick.
15. The Glutton street cleaner would be used for the first time.
- 48 Cultural Event 2017-18**
16. It was agreed that Linda Elliott will call a meeting of the Events Task Group to start planning for the event.
- 49 Resurfacing Bishopsmead Parade Service Road**
17. The Council agreed this required attention but it was felt that there may be areas in greater need of repair. It was agreed the Road Safety Task Group would prepare a list for consideration by the Council.
- 50 Volunteer of the Year Award Process**
18. Stephen Groom put forward the timescale for nominations that would allow the result to be included in the winter newsletter.
- 51 Christmas Window Competition**
19. It was agreed that judging the competition would be held in the first week of December to allow for the result to be published in the winter newsletter.
- 52 Newsletter Distribution**
20. The Communications Task Group had reviewed the recent newsletter distribution and reported that the results had been patchy with the distributors returning to complete areas that had been missed. An approach would be made to the Post Office to obtain a quote for their service.
- 53 Neighbourhood Connections**
21. The Clerk reported that the Diocese of Guildford had been running the project for 12 months and were now handing over the running to the local area. The Clerk encouraged the Council to support this initiative otherwise it would cease operating. Emphasis on promoting the scheme and a local co-ordinator was needed.
- 54 Wisley Appeal.**
22. Robert Taylor updated the Council. There is now three weeks to submission of evidence to the inspectorate. A meeting with the barrister will be held on Thursday 27th July to assess the accumulated evidence. The case starts on 19th September and will run for five weeks.

55 Task Group Progress Reports

23. Road Safety and Maintenance/VAS Traffic Calming/Lord Task Group. (*Andrew Franklin*) Rex Butcher was thanked for the work he had done establishing a spreadsheet of highways works that SCC has adopted for East Horsley.
24. Communication Task Group. (*Stephen Groom*) A meeting was held on 17th July and notes will be distributed.
25. Neighbourhood Plan Task Group. (*Robert Taylor*). The plan and supporting documents have been submitted to GBC for vetting this should take two weeks. If it is accepted GBC will start Regulation 16 Consultation lasting 6 weeks.
26. Community Activities & Allotments Task Group. (*Linda Elliott*) A meeting will be held on 21st August to discuss the Allotment Agreement with Grace and Flavour.
27. Village Appearance Task Group. (*Aileen Aitcheson*) A meeting was held on 5th July, a number of outcomes of this meeting had been discussed at this PC meeting.
28. Woodland Task Group. (*John Carr*) No Report

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

28. The next meeting of the Parish Council is scheduled for Monday September 18th at 7.30pm in the Lovelace Room, East Horsley Village Hall.

Chairman

18 July 2017

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Appendix 4: **PLANNING & ENVIRONMENT COMMITTEE Report** **New planning applications considered by the Committee** **between 9th June 2017 and 3rd July 2017** **and dealt with under delegated authority:**

Application	Committee Response
Langdale, Cobham Way, East Horsley, Leatherhead, KT24 5BH Ref. No: 17/P/01147	Objection
4 Lower Peryers, East Horsley, Leatherhead, KT24 6SD Ref. No: 17/P/01203	Objection
White Heathers, Surrey Gardens, Effingham Junction, Leatherhead, KT24 5HH Ref. No: 17/P/01160	No Objection
Moncrieff, Green Dene, East Horsley, Leatherhead, KT24 5RG Ref. No: 17/P/01135	Objection
10 Old Lane, Cobham, KT11 1NP Ref. No: 17/P/01241	Objection
Rowbarns Manor, Green Dene, East Horsley, Leatherhead, KT24 5RQ Ref. No: 17/P/01246	No Objection
Dalnagairn, Highfields, East Horsley, Leatherhead, KT24 5AA Ref. No: 17/P/01296	No Objection
Ormonde, Glendene Avenue, East Horsley, Leatherhead, KT24 5AY Ref. No: 17/P/00868	No Objection
Thelton, Orchard Close, East Horsley, Leatherhead, KT24 5EZ Ref. No: 17/P/01310	No Objection
Studio, Blue Ryde Lodge, The Drift, East Horsley, Leatherhead, KT24 6NU Ref. No: 17/P/01330	Objection

DECISIONS reported by Guildford Borough Council between 9th June 2017 & 10th July 2017

Reference	Location	P&EC Response	GBC Decision
17/P/00945	Fair Winds, Manor Close, East Horsley, Leatherhead, KT24 6SB	Objection	Approved
17/P/00594	Poltarne, Chalk Lane, East Horsley, Leatherhead, KT24 6TH	No Objection	Refuse

APPEALS Submitted or Decided between 9th June 2017 & 10th July 2017

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
None					

Appendix 5: PAYMENTS APPROVED

Cheques Signed by Councillors between 14th June 2017 & 10th July 2017

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	05/06/17	Allwood Property	Churchyard Maintenance	LGA 1972 s125	715.60	JC	AJA
Internet	05/06/17	B Aldred	Expenses	LGA 1972 s111	58.66	JC	AJA
Internet	05/06/17	S Groom	Print Cartridges	LGA 1972 s111	63.58	JC	AJA
Internet	05/06/17	Simply Print	Banners	LGA 1972 s111	57.60	JC	AJA
Internet	05/06/17	Simply Print	Banners	LGA 1972 s111	264.00	JC	AJA
Internet	05/06/17	Tracker Distribution	Newsletter Distribution	LGA 1972 s111	545.44	JC	AJA
Internet	05/06/17	B Aldred	Webmaster	LGA 1972 s142	240.00	JC	AJA
Internet	20/06/17	Roger Miles	Wisley App.	Town & Country Planning 1990	4,313.15	JC	SJS
Internet	20/06/17	Gillett & Johnson	Jubilee Clock Maintenance	Parish Councils Act 1957 s2	198.00	JC	SJS
Internet	20/06/17	GBC	Car Park Rent	RTRA 1984 s57	555.00	JC	SJS
Internet	20/06/17	Norbury Park	Lectern, Bench deposit	Public Health Act 1875	901.00	JC	SJS
Internet	20/06/17	TCWS	Summer Newsletter	LGA 1972 s142	576.00	JC	SJS
Internet	20/06/17	Mulberry & Co	Internal Audit	LGA 1972 s111	232.68	JC	SJS
Internet	20/06/17	FX Debit Card	Top Up	LGA 1972 s111	250.00	JC	AJA
Internet	05/06/17	CPRE	Annual Membership	LGA 1972 s111	36.00	JC	SJS
1481	04/07/17	HMRC	Q1 Tax & NI	LGA 1972 s111	1,722.37	SJS	AJA
				Total	10,729.08	Print Date	

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	£432.19	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 ~£31	Yes
Monthly	Clerk Salary	LGA 1972 s.111	£1,518.23	No
Monthly	Guildford Borough Council - parking enforcement	Road Traffic Act 1984	£131.42	Yes
Annual	Information Commissioner – registration under the Data Protection Act	LGA 1972 s.111	£35.00	No