

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 17th October 2017

Minutes of the Meeting of the Parish Council held in the Lovelace Room, East Horsley Village Hall, Kingston Avenue, East Horsley, on Monday 16th October 2017 at 7.30pm.

ATTENDANCE: Stephen Skinner (Chairman) Councillors; John Carr, Andrew Franklin, Linda Elliott, Robert Taylor, Stephen Groom, Steve Punshon. Clerk, Nick Clemens; GBC Councillor, David Reeve and three members of the public.

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

1. Aileen Aitcheson.

82. 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

83. 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

84 To Agree and Sign the Minutes of the Previous Meetings Held on 18th September 2017.

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

85 Chairman's Comments

5. The Chairman thanked the Wisley Appeal team for their hard work.
6. The Chairman thanked Brenda Aldred for completing the lettering on the Drift sign. It has made a considerable difference.

86 Public Participation

7. Rex Butcher reported that at a recent Neighbourhood Watch co-ordinators meeting a senior police officer said that as levels of crime were so low in Surrey there was no need for PCSO's to patrol.
8. Steve Harvey asked if the village signs could be more informative. 'East Horsley Lovelace Village'
9. Brenda Aldred asked if the Drift Sign could be lit.

87 Planning & Environment Committee

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

88 Financial Matters

11. The list of cheques issued since the previous meeting were approved, these totalled £10,647.67 (Appendix 5).
12. The Council agreed to transfer £20,000 from the Unity Trust Deposit Account to the Unity Trust Current Account.

89 Auditors Report 2016 -17

13. The Council accepted the Auditors Report.
14. The Council approved payment of £480 audit fee. *LGA 1972 s111*

90 To Agree the Budget for 2018-19

16. The Council accepted the draft budget presented by the Clerk.

91 SCC Response Regarding St. Martin's Court Funding

17. The Council is concerned that services at St. Martin's Court are being affected by a reduction in funding. It is disappointing that SCC are reducing funding support for vulnerable residents.

92 Parish Insurance Renewal

18. The Council agreed to renew with AXA via Came and Company. The premium will be fixed for 3 years at a cost of £1,082.25per year. *LGA 1972 s111*

93 Station Parade Car Park Lease

19. The Council agreed to renew the lease for a further 5 years with GBC. The cost will be £2,100 per year, an increase of £250 per year over the previous agreement. *RTRA 1984 s57,63*

94 Public Toilet Kingston Meadow

20. The Council agreed to install a single toilet unit supplied by Healthmatic at a cost of £64,250. *Public Health Act 1936 s37*
21. The Council agreed to spend £10,000 on footpaths connecting recreation areas to the toilet. *Open Spaces Act 1906*
22. The Council agreed to paying ongoing costs of the toilet estimated at £9,000 per year. *Public Health Act 1936 s37*

95 Review of the Litter Pick held on 30th September 2017

22. The event was very well supported with record volunteers at Station Parade and Bishopsmead Parade. It was agreed that this was as a result of better advertising.
23. The Glutton was used for the first time and was a success with 5 bags of leaves collected.

96 EHPC Visioning Report 2016

24. The Clerk circulated a review of the report. It was agreed that a separate meeting will be held to consider implementing the findings.

97 Village Handyman

25. A task group will consider the recruitment, cost and logistics of employing a person to carry out maintenance and gardening tasks within East Horsley. Stephen Skinner, Stephen Groom, Andrew Franklin and Steve Harvey will form the task group.

98 Wisley Appeal Expenditure

26. It was agreed to make additional payments of £1,500. *Town & Country Planning Act 1960*
27. Robert Taylor reported that the appeal was in its final week, he felt that the appeal had gone well but the outcome was uncertain. The Horsleys barrister will shortly submit an application for the recovery of costs.
27. It was agreed to pay the final invoice from Roger Miles Planning Consultant £3,322.12. *Town & Country Planning Act 1960*.

99 Local Plan Insetting

28. It was agreed to attend a meeting with other Parish Councils to discuss opposition to GBC insetting villages from the Green Belt and extending Village Settlement Areas. Aileen Aitcheson had offered to attend.

100 Grant to Grace and Flavour

29. It was agreed to make a grant of £250 for tree works. *Open Spaces Act 1906*

101 Wellington Meadow Expenditure

30. The Council agreed to pay £1,550 for cutting and removal of arisings. *Open Spaces Act 1906*

102 Task Group Progress Reports

31. Road Safety and Maintenance/VAS Traffic Calming/Lord Task Group. (*Andrew Franklin*) Cutting back is continuing. Data relating to speeds since installation of the road table in Ockham Road South shows an average speed of 28mph, 78 out of 100 vehicles travelled at 30mph or below, 8 vehicles out of 100 exceeded 34mph.
33. Communication Task Group. (*Stephen Groom*) A meeting will be held on 17th October. Items to be discussed are the phone app, TV monitors in Quaich and the Horsley Medical Centre, the Winter Newsletter and VOTY.
34. Neighbourhood Plan Task Group. (*Robert Taylor*). Awaiting the appointment of an Examiner
35. Community Activities & Allotments Task Group. (*Linda Elliott*) The wine and canapes have been agreed with The Drift Golf Club. Key people are being sought for the group to organise the Cultural Event.
36. Village Appearance Task Group. (*Aileen Aitcheson*) The Clerk reported that work on the fence at Forest Road had started, to date the work looks very poor quality.
37. Local Economy Task Group (*Stephen Skinner*). No Report.
38. Woodland Task Group. (*John Carr*) No Report.

103 Reports on External Meetings

39. Stephen Groom reported on the SSALC AGM that he attended with the Clerk. There were interesting presentations from SCC relating to highways, fly tipping and restrictions to budgets. Colin Kemp, Cabinet Member for Highways, has offered to meet with Parish Councils to get a better idea of local issues. There was also a presentation on De Cluttering the street scene (removing signs) and one from Surrey Police.

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

40. The next meeting of the Parish Council is scheduled for Monday December 4th at 7.30pm in the Lovelace Room, East Horsley Village Hall.

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

Application	Committee Response
High Brambles, Park Corner Drive, East Horsley, Leatherhead, KT24 6SE Ref. No: 17/P/01693	Objection
Green Jacket, 11 Parkside Close, East Horsley, Leatherhead, KT24 5BY Ref. No: 17/P/01740	No Objection
Tower Cottage, Ockham Road South, East Horsley, Leatherhead, KT24 6RL Ref. No: 17/P/01713	No Objection
West Horsley Place, Epsom Road, West Horsley, Leatherhead, KT24 6AN Ref. No: 17/P/01609	No Objection
West Horsley Place, Epsom Road, West Horsley, Leatherhead, KT24 6AN Ref. No: 17/P/01525	No Objection
The White Cottage, Woodland Drive, East Horsley, Leatherhead, KT24 5AN Ref. No: 17/P/01710	No Objection
Broomfield, Oakwood Drive, East Horsley, Leatherhead, KT24 6QF Ref. No: 17/P/01890	Objection
Fair Winds, Manor Close, East Horsley, Leatherhead, KT24 6SB Ref. No: 17/P/01894	Objection
Lymhurst, Surrey Gardens, Effingham Junction, Leatherhead, KT24 5HF Ref. No: 17/P/01897	Objection
End Paddock, Nightingale Road, East Horsley, Leatherhead, KT24 5EW Ref. No: 17/P/01920	No Objection
Tuscans, Lovelace Close, Effingham Junction, Leatherhead, KT24 5HJ Ref. No: 17/P/01930	No Objection
Gerrins, Longhurst Road, East Horsley, Leatherhead, KT24 6AF Ref. No: 17/P/01933	No Objection
Car Park, Green Dene, East Horsley Ref. No: 17/P/01940	No Objection
Horsley Towers, Horsley Park, Ockham Road South, East Horsley, Leatherhead, KT24 6DU Ref. No: 17/P/01966	No Objection

Obj

DECISIONS reported by Guildford Borough Council between 30th August & 17th September 2017

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
17/P/01432	Juniper, Park Corner Drive, East Horsley, Leatherhead, KT24 6SE	Objection	Approved
17/P/01310	Thelton, Orchard Close, East Horsley, Leatherhead, KT24 5EZ	No Objection	Refused
17/P/01462	Silver Ley, The Highlands, East Horsley, Leatherhead, KT24 5BQ	Objection	Approved

APPEALS Submitted or Decided between 30th August 2017 & 3rd October 2017

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
None					

Appendix 5: PAYMENTS APPROVED

Cheques Signed by Councillors between 12th September 2017 & 10th October 2017

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
1482	03/10/17	HMRC	Q2 Tax/NI	LGA1972 s111	1,722.57	AJA	SJS
Internet	28/09/17	S Groom	Training Expenses	LGA 1972 s111	22.50	AJA	SJS
Internet	28/09/17	Simply Print	Autumn Newsletter	LGA 1972 s142	730.80	AJA	SJS
Internet	28/09/17	Drift Golf Club	Christmas Event	LGA 1972 s145	100.00	AJA	SJS
Internet	28/09/17	B Aldred	Webmaster	LGA 1972 s142	288.00	AJA	SJS
Internet	28/09/17	SALC	Annual Fee	LGA 1972 s111	1,314.06	AJA	SJS
Internet	28/09/17	TTS Surfacing	Lovelace Close	Localism Act 2011	2,496.00	AJA	SJS
Internet	28/09/17	TCWS	Autumn Newsletter	LGA 1972 s142	576.00	AJA	SJS
Internet	30/09/17	Unity Trust Bank	Service Charge	LGA 1972 s111	18.00	AJA	SJS
Internet	05/10/17	Addex	Glutton Spares	LGA 1972 s111	753.16	AJA	SJS
Internet	05/10/17	Norbury Park Sawmill	Bench Lecterns	LGA 1976 s19	1,341.20	AJA	SJS
Internet	05/10/17	B Aldred	Webmaster	LGA 1972 s142	264.00	AJA	SJS
Internet	05/10/17	Brandon Leisure	Bishopsmead Bench	LGA 1976 s19	765.60	AJA	SJS
Internet	05/10/17	SSALC	Training	LGA 1972 s142	78.00	AJA	SJS
Internet	05/10/17	Rex Butcher	Photography	LGA 1972 s142	50.00	AJA	SJS
Internet	05/10/17	S Groom	Litter Pick Expenses	LGA 1972 s111	1.99	AJA	SJS
Internet	05/10/17	N Clemens	Expenses	LGA 1972 s111	125.79	AJA	SJS
				Total	10,647.67	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

EAST HORSLEY PARISH COUNCIL

4th October 2017

Minutes of a Meeting of the Parish Council Finance & Risk Management Committee held in the Parish Council Office, East Horsley Village Hall, Kingston Avenue, East Horsley, on 3rd October 2017 at 10.00 am.

ATTENDANCE:

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

1. To Receive and Accept Apologies for Absence

1. John Carr

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. Register of Interests – To declare any 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

4. Declaration of Gifts or Hospitality over £25.

4. None

5. Review the Deposit Account Balances

5. It was agreed the figures were accurate.

6. To Agree the Parish Insurance Provider

6. Brokers Came and Company provided a quote from AXA for a premium of £1,082.25 an alternative quote from brokers Norris & Fisher for £821.26 was received. The F&R recommend accepting the 3 year fixed premium from AXA for the certainty provided rather than the 1 year deal from Norris & Fisher.

7. To Accept the External Auditors Report

7. The Committee agreed that the report reflected confidence in the procedures followed by the Council.

8. Draft 2018-19 Budget

8. The Committee reviewed the draft budget presented by the Clerk and agreed to recommend it to the Council.

9. Station Parade Car Park Lease

9. The Committee recommended that the Council accept the new lease offered by GBC. The annual cost will be £2,100 per year for 5 years this is an increase of £250 per year on the previous 5year agreement.

10. Next F&R Meeting

10. The next meeting of the Finance & Risk Committee will be 10.00am 23rd November 2017

Chairman