

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 17th July 2018

Minutes of the Meeting of the Parish Council held in the Lovelace Room, East Horsley Village Hall, Kingston Avenue, East Horsley, on Monday 16th July 2018 at 7.30pm.

ATTENDANCE: Stephen Skinner (Chairman) Councillors; John Carr, Aileen Aitcheson, Robert Taylor, Stephen Groom, Steve Punshon, Linda Elliott, Andrew Franklin. Clerk, Nick Clemens, SCC Councillor Julie Iles, GBC Councillor, David Reeve and 4 members of the public.

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

1. None

39 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

40 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

41 To Agree and Sign the Minutes of the Previous Meetings Held on 11th June 2018.

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

42 Chairman's Comments

5. The Chairman thanked Peter Bennett-Davies for representing the Council at the Local Plan Inspection.
6. The Chairman expressed sadness at the demise of Horsley Youth Club.
7. The Chairman also expressed sadness that The Stockyard was closing. It has provided a great community hub.

43 Public Participation

8. A resident was surprised that the abandoned vehicle had not been removed from Station Parade. He felt sure that vehicles would be removed more efficiently during the forthcoming Prudential Cycle Event.
9. A resident had noticed a large amount of leaf litter falling. He suggested clearing this before it entered the drains. The Chairman is preparing to work with the Village Warden, the resident volunteered to help.
10. A resident asked if the PC could contact Network Rail to assist the owner of The Stockyard.

44 Planning & Environment Committee

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

45 Financial Matters

13. The list of cheques issued since the previous meeting were approved, these totalled £13,073.80 (Appendix 5).

46 To Adopt a Data Retention Policy

14. The Council adopted the policy presented by the Clerk.

47 To Adopt an Information Data Protection Policy

15. This item was not discussed.

48 To Discuss and Approve the Purchasing a First World War Memorial

16. The Village Appearance Task Group presented their recommendation to purchase a semi-circular tree bench. The cost of this is £966 + circa £300 for installation. HCPS have indicated they will make a contribution. *Parish Councils Act 1957*.

49 Cultural Event Financial Update

17. The Clerk presented the outcome of event. A contribution of £1,358.23 will be made to charity.

50 To Agree a Website Upgrade

18. Colin Sturgeon of TCWS made a presentation outlining changes in technology and the benefits of the upgrade. The Council agreed to spend £750. *LGA 1972 s142*

51 Task Group Progress Reports

19. Road Safety and Maintenance. (*Andrew Franklin*) The quarterly meeting was held on 5th July followed by a visit to various sites. Following the fatal accident at Nightingale Road a mirror opposite the junction was discussed. Rumble strips at Old Lane to reduce speeding would cost £2,000. ORN speed reduction would need road humps. Nigel Pond, SCC safety officer, will order the VAS previously agreed by the Council. SCC agreed to cut back the trees obscuring the height restriction at ORN bridge. ORN Zebra Crossing and road surface will be patched. It has been that Bishopsmead Parade north entrance will be restricted to entry only, signage and legal notices will cost £4,000.
20. Communications Task Group. (*Stephen Groom*) Notes from the 02/07 meeting have been distributed. The Summer newsletter was reviewed and the subject of sponsorship. The group were not sure how to approach providing budget information to the F&R.
21. Neighbourhood Plan Task Group. (*Robert Taylor*). Formal adoption by GBC will be considered at their meeting on 24th July.
22. Community Activities & Allotments Task Group. (*Linda Elliott*) The Christmas Party has been booked for 13th December at The Drift Golf Club. Linda expressed her disappointment at the closure of the Youth Club, she had a 15 year involvement with the club. She questioned its relevance in the modern day but was concerned that vulnerable youths had lost a safe place to engage with youth workers and volunteers. The Council should ensure that they do not get forgotten.
23. Village Appearance Task Group. (*Aileen Aitcheson*) Forest Road Triangle has been cleared of leaf fall and cobbles have been reset. SCC have carried out kerb repairs and will remove the dead tree. GBC enforcement has not taken any action regarding A boards, however residents still complain that there are too many, a member of the group will speak to the proprietors. Since Wheelscape went into liquidation GBC has been seeking a company to carry out the necessary repairs. Cutting back vegetation along ORN to Glenesk School will start in August, revetments will be installed to hold back the soil.
24. Local Economy Task Group (*Stephen Skinner*). A meeting was held with Su

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Johnstone, her feeling was that the PC should engage with those businesses that work from home offices. Ideas have come from pavement fronting businesses but there has been no follow through.

25. Woodland Task Group. (*John Carr.*) A meeting will be held on 18th July to discuss the tree safety report

52 Report on External Meetings

25. Stephen Groom reported on a recent SALC Training he attended with Stephen Skinner. Despite having been a Councillor for 12 years he found it very informative and recommended it to other Councillors. Subjects covered included preparation of meetings, co-option of councillors and meeting procedures.

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

26. The Annual Statutory Meeting is scheduled for Monday September 10th at 7.30pm in the Lovelace Room, East Horsley Village Hall.

Chairman

17th July 2018

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Appendix 4: **PLANNING & ENVIRONMENT COMMITTEE Report** New planning applications considered by the Committee between 22nd May 2018 & 2nd July 2018 and dealt with under delegated authority:

Application	Committee Response
Statten House, 5 Falconwood, East Horsley, Leatherhead, KT24 5EG Ref. No: 18/P/00923	Objection
Rivendell, Nightingale Road, East Horsley, Leatherhead, KT24 5EW Ref. No: 18/P/00938	No Objection
White Timbers, Forest Road, East Horsley, Leatherhead, KT24 5ER Ref. No: 18/P/00960	Objection
Willowside, High Park Avenue, East Horsley, Leatherhead, KT24 5DF Ref. No: 18/P/00839	No Objection
Woodlands Cottage, Ockham Road South, East Horsley, Leatherhead, KT24 6SG Ref. No: 18/P/00988	No Objection
Weavers Web, Ockham Road South, East Horsley, Leatherhead, KT24 6SL Ref. No: 18/P/01000	No Objection
Willowmay, Hooke Road, East Horsley, Leatherhead, KT24 5DY Ref. No: 18/P/01046	No Objection
The Post House, Ockham Road South, East Horsley, Leatherhead, KT24 6RU Ref. No: 18/P/01040	No Objection
Byways, High Park Avenue, East Horsley, Leatherhead, KT24 5DE Ref. No: 18/P/01094	No Objection
45 Kingston Avenue, East Horsley, Leatherhead, KT24 6QT Ref. No: 18/P/00858	No Objection

DECISIONS reported by Guildford Borough Council between 21 May 2018 & 2nd July

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
18/P/00603	Stonely, 7 Lovelace Close, Effingham Junction, Leatherhead, KT24 5HJ	Objection	Approved

APPEALS Submitted or Decided between 31st May 2018 & 2nd July

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
None					

Appendix 5: PAYMENTS APPROVED**Cheques Signed by Councillors between 30th May 2018 & 4th July 2018**

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	15.06.18	S Skinner	Cultural Event	Localism Act 2011	38.00	AJA	SP
Internet	15.06.18	TCWS	Newsletter	LGA 1972 S142	576.00	AJA	SP
Internet	15.06.18	R Butcher	Sign Paint	Highways Act 1980	30.92	AJA	SP
Internet	15.06.18	Perfect Pitch	Marquees	Localism Act 2011	4,042.32	AJA	SP
Internet	15.06.18	Simply Print	Leaflets NP	Town & Country Planning 1990	45.00	AJA	SP
Internet	15.06.18	Joanne Lloyd	Cultural Event	LGA 1972 S111	343.80	AJA	SP
Internet	15.06.18	Linda Fuller	Cultural Event	Localism Act 2011	1,030.70	AJA	SP
Internet	15.06.18	R Taylor	LP Expenses	Town & Country Planning 1990	10.45	AJA	SP
Internet	15.06.18	GBC	Car Park Rent	Highways Act 1980	630.00	AJA	SP
Internet	15.06.18	B Aldred	Comms Con.	LGA 1972 S142	1,012.50	AJA	SP
Internet	30.06.18	Unity Trust	Service Charge	LGA 1972 S111	18.00	AJA	SP
Internet	05.07.18	DC Audio	Cultural Event	Localism Act 2011	55.00	JC	AJA
Internet	05.07.18	FairFx	Debit Card	LGA 1972 s111	250.00	JC	AJA
Internet	05.07.18	SALC	Training	LGA 1972 s111	144.00	JC	AJA
Internet	05.07.18	HMRC	Q1 Tax & NI	LGA 1972 s111	1,789.93	JC	AJA
Internet	05.07.18	Barreldfield	Newsletter	LGA 1972 S142	198.90	JC	AJA
Internet	05.07.18	Village Hall	Annual Charge	LGA 1972 s111	1,464.90	JC	AJA
Internet	05.07.18	R Strickland	Cultural Event	Localism Act 2011	79.03	JC	AJA
Internet	05.07.18	S Skinner	Cultural Event	Localism Act 2011	415.00	JC	AJA
Internet	05.07.18	R Strickland	Cultural Event	Localism Act 2011	182.85	JC	AJA
Internet	05.07.18	B Aldred	Comms Con.	LGA 1972 S142	667.50	JC	AJA
Internet	05.07.18	Village Hall	Room Hire	LGA 1972 s111	16.00	JC	AJA
300004	09.07.18	T Elliott	VAS Charger	RTA 1984 s72	33.00	SJS	JC
				Total	13,073.80		

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