

EAST HORSLEY PARISH COUNCIL

Clerk and Responsible Financial Officer: Nicholas Clemens
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Draft as of 10th December 2024

Minutes of the Meeting of the Parish Council held in the Club Room East Horsley Village Hall 2nd December 2024 at 7.30pm

ATTENDANCE: Councillors; Robert Taylor (Chair), Andrew Franklin, Colin Carmichael, Hilary Gullen, Sylvia Igglesden, Holly Haling, Steve Harvey & Juliet Robinson, Assistant Parish Clerk Kevin Jenkins, SGBC Councillor Catherine Young and five members of the public.

- 94. To Receive and Accept Apologies for Absence in accordance with LGA 1972, Sch12, Para 40**
1. Apologies received from Aileen Aitcheson
- 95. Declaration of Disclosable Pecuniary Interests (DPI's) by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and any Non-Pecuniary Interests in accordance with the Parish Council's Code of Conduct**
2. None
- 96. To Agree and Sign the Minutes of the Previous Meeting held on the 13th October 2024**
3. The minutes of the previous meetings were agreed as an accurate record. The Chair signed them.
- Chair's Comments**
4. The Chairman commented that the new road to Wisley Gardens was now open.
 5. A stock of local history books have been received from HCPS. A selection of these have been given to councillors there are still some available.
- 97. SCC and GBC Update**
6. GBC Cllr. Catherine Young told the meeting that SCC Highways are considering options for improving road safety on A246, it is hoped this will include a reduction in the maximum speed.
 7. Catherine confirmed that the licensing committee are reviewing street trading licensing following lobbying by EHPC councillors.
- 98. Public Participation**
8. A resident invited councillors to attend the Horsley Choral Group carol concert. Tickets are still available.
 9. A resident was concerned about the pothole at the junction of Ockham Road South and Station Approach. The Clerk confirmed this would be repaired within 5 days.
 10. A resident was appalled at the condition of Kingston Avenue telephone kiosk, they hoped something would be done soon.
 11. A resident expressed concern at the recent extensive flooding in Kingston Avenue. The road was impassable for pedestrians and unwise for vehicles to drive through.
- 99. Planning and Environment Matters**
10. The Council reviewed the report on Planning & Environment Committee Meetings held since their previous council meeting, (Appendix 1)
 11. In the preceding 11 months 81 applications have been reviewed, this is the lowest number since the PC started recording them.

100. Financial Matters

11. The list of payments issued since the previous meeting were approved, total being £20129.34. (Appendix 2)

12. 2025-26 Budget, The council approved the budget presented by the Finance & Risk Committee.

13. The Q2 reconciliation and financial report were approved by the council.

101. To Agree the Parish Office Rent

12. The Council approved the rent at £1727.94 a 1.5% increase on 2023-24.

13. The Parish Meeting Room is fixed until January 2026

102. To Agree Staff Salary Increases

14. The National Joint Council for Local Government Services have agreed a 2.5% salary increase from April 2024. Increases are in line with staff contracts.

103. To Agree Meeting Dates for 2025-26.

15. The council agreed the dates. These will be circulated to SCC and GBC councillors

104. To Agree to Renewing Membership of Surrey Association of Local Councils

16. The fee for 2024-25 was £1484.68 this has increased to £1525.13 a 2.5% increase equivalent to 36.3 per elector. The council approved this increase.

105. To Agree to Expenditure on Traffic Speed Surveys

17. The council recognised the importance of collecting speed data on the main roads of the village. The council agreed to fund 20 surveys costing £3400.

106. To Agree to Forming a New Task Group

18. The council agreed to form a Community, Communications and Events Group. This will amalgamate three task groups previously run as separate groups. Allotments will be managed by the Clerk.

107. To Discuss the Chairmans Christmas Party

19. A time line for the event was circulated.

108. To Discuss the Christmas Window Competition

20. The Mayor of Guildford will judge the retailers windows in the village on Tuesday 3rd December. The shield will be presented to the winner at the Chairman's Thankyou Party.

109. To Discuss Ideas for the Annual Parish Meeting

21. It was agreed to hold the event in the Village Hall on 13th May 2025. Councillors were asked to consider appropriate topics.

110. Horsley Station Display Board

22. A sample of the display board was presented to the meeting. Councillors were asked to review the A4 copies they were given by 13th December for final sign off in the new year.

111. The Repair Café Update

23. The November meeting had the highest level of attendees. Since launch in July 24 100 items have been repaired this is a great outcome for the owners and environment.

112. Task Group Progress Reports

24. Climate Change (*Sylvia Igglesden*) - Advised next meeting of the group is Wednesday 4th December.
25. Communications (*Steve Harvey*) – The Winter Newsletter has been printed and will be available on 12th December to coincide with the Chairman’s Party.

26. Community (*Holly Haling*) – The Christmas event will be held on 7th December at Station Parade. Two of the planned self defence classes have been held, they were both sold out.

27. Countryside (*Juliet Robinson*) – On 29th November volunteers helped plant 200 hedging plants at Wellington Meadow. A work party cleared some of the arisings left from the recent Wellington Meadow cut on Friday 21st November. The council is grateful to all volunteers. The group is challenging Surrey education department regarding their proposed ‘Safe Walking Route’ through Great Ridings Wood to Effingham.

28. Events (*Steve Harvey*) – Planning for the Big Day Out on 29th June 2025 has started. This event will partner with the Sam Beare Hospice

29. Railway (*Andrew Franklin*) – Notes from the recent meeting have been circulated. Plans are being made to celebrate several milestones in the development of rail travel to East Horsley. A provisional date of 12th April is proposed.

30. Road Safety and Maintenance (*Andrew Franklin*) – Work to raise the crown of trees at Park Horsley. This has made a significant improvement for residents sight lines looking west,

31. Village Appearance (*Aileen Aitcheson*) – The Christmas lights are being installed and will be on for the Station Parade Event and Late night shopping at Bishopsmead Parade..
32. Horsley Heritage Group(*Robert Taylor*) – A number of local history books have been presented to councillors. More books are available. The proposed Blue Plaque scheme has been held up by the requirement to apply for listed building consent.

113. Project Groups Significant Update Report

33. The Padel Tennis project has received three tenders for construction. Meetings have also been held with third party providers A questionnaire has been circulated to residents to gather opinions on the proposal. To date there have been 343 responses with 80% in favour.

114. Report on External Meetings

34. None

115. To Approve the Date of the Next Meeting of the Council

35. The meeting is scheduled for Monday 6th January 2025 starting at 7.30pm in The Clubroom of East Horsley Village Hall KT24 6QT.

Nick Clemens Parish Clerk

11th December 2024

EAST HORSLEY PARISH COUNCIL
 Clerk and Responsible Financial Officer: Mr Nicholas Clemens
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 Telephone: (01483) 281148 e-mail parishcouncil@easthorsleypc.org
 Appendix 1: PLANNING & ENVIRONMENT COMMITTEE Report
 New planning applications considered by the Committee
 Between the 15th October 2024 to the 25th November 2024

and dealt with under delegated authority:

Application	Committee Response
Rowbarns Lodge, Guildford Road, East Horsley, Leatherhead, KT24 5RY Ref. No: 24/P/01391	No Objection
Fairmile, Pennymead Rise, East Horsley, Leatherhead, KT24 5AL Ref. No: 24/P/01396	Objection
Falcons Nest, 8 Falconwood, East Horsley, Leatherhead, KT24 5EG Ref. No: 24/T/00226	No Objection
Malindi, The Highlands, East Horsley, Leatherhead, KT24 5BG Ref. No: 24/P/01418	No Objection
47 Old Lane, Ockham, Guildford, Cobham, KT11 1NW Ref. No: 24/P/01435	No Objection
Westfield, Ockham Road North, East Horsley, Leatherhead, KT24 6NU Ref. No: 24/P/01386	No Objection
Longacre, Chalk Lane, East Horsley, Leatherhead, KT24 6TJ Ref. No: 24/P/01440	No Objection
Perham, Old Lane Gardens, Cobham, KT11 1NN Ref. No: 24/P/01480	No Objection
5A Station Parade, East Horsley, Leatherhead, KT24 6QN Ref. No: 24/P/01413	No Objection
9 Holmwood Close, East Horsley, Leatherhead, KT24 6SS Ref. No: 24/T/00264	No Objection
Stemming, Oakwood Drive, East Horsley, Leatherhead, KT24 6QF Ref. No: 24/P/01555	Objection

Greenbank, Surrey Gardens, Effingham Junction, Leatherhead, KT24 5HF Ref. No: 24/P/01527	No Objection
Pippins, Park Corner Drive, East Horsley, Leatherhead, KT24 6SE Ref. No: 24/P/01507	Objection
Land to the rear of, Bishopsmead Parade, East Horsley, KT24 Ref. No: 24/P/01548	No Objection
Daimar, 18 Parkside Close, East Horsley, Leatherhead, KT24 5BY Ref. No: 24/P/01538	Objection
Little Rowbarns, Green Dene, East Horsley, Leatherhead, KT24 5RQ Ref. No: 24/P/01593	No Objection
7 Parkside Place, East Horsley, Leatherhead, KT24 5BZ Ref. No: 24/P/01606	No Objection
Pentaron, Oakwood Close, East Horsley, Leatherhead, KT24 6QG Ref. No: 24/T/00287	No Objection
Pennyfields, Farm Lane, East Horsley, Leatherhead, KT24 5AB Ref. No: 24/P/01663	No Objection
Ashenhurst, Orchard Close, East Horsley, Leatherhead, KT24 5EZ Ref. No: 24/P/01661	No Objection
Amberley, Cobham Way, East Horsley, Leatherhead, KT24 5BH Ref. No: 24/P/01641	No Objection
Mapeldean, 20 Surrey Gardens, Effingham Junction, Leatherhead, KT24 5HH Ref. No: 24/P/01665	No Objection

DECISIONS reported by Guildford Borough Council between
30th September 2024 to the 22nd November 2024

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
24/P/01344	Ruskin, Green Dene, East Horsley, KT24 5RG	Objection	Withdrawn
24/P/01244	Green Tiles, High Park Avenue, East Horsley, KT24 5DB	No Objection	Refused
24/P/00926	45 Old Lane, Ockham, Guildford, Cobham, KT11 1NW	No Objection	Withdrawn
24/P/00191	Land to the West of, Crocknorth Road, East Horsley, KT24 5TF	No Objection	Withdrawn

Appeals Submitted or Decided between 30th September 2024 to the 22nd November 2024 –
Nil Return

Reference	Location	Proposal	Appeal Date	Appeal Decided	Outcome
N/A	N/A	N/A	N/A	N/A	N/A

Appendix 2: PAYMENTS APPROVED 1st September to the 31st October 2024

Payment Type	Date	Payee	Reason	Amount £	Signatory 1	Signatory 2
Internet	12.09.24	Nikki Worsfold	Comms Consultant	920.00	AA	RT
Internet	12.09.24	Village Hall	Room Hire	19.00	AA	RT
Internet	12.09.24	Village Hall	Toilet Utility	140.99	AA	RT
Internet	26.09.24	Wellers Headley	Legal Fees	666.00	AA	RT
Internet	26.09.24	A Veys	Repair Cafe	59.80	AA	RT
Internet	26.09.24	Clear Councils	Annual Insurance	1178.43	AA	RT
Internet	26.09.24	Repair Cafe	Sum Up	49.17	AA	RT
Internet	26.09.24	TCWS	Poster	42.00	AA	RT
Internet	26.09.24	TCWS	Autumn Newsletter	576.00	AA	RT
Internet	30.09.24	Unity Trust	Service Charge	18.00		
Internet	02.10.24	PKF Littlejohn	Audit Fee	756.00	CC	AA
Internet	02.10.24	Simply Print	Newsletter	904.00	CC	AA
Internet	02.10.24	Surrey CA	Payroll	36.00	CC	AA
Internet	02.10.24	Mailbird	Newsletter	1560.01	CC	AA
Internet	02.10.24	Village Hall	Room Hire	40.00	CC	AA
Internet	02.10.24	HMRC	Q2 Tax/NI	3054.26	CC	AA
Internet	14.10.24	Ockham PC	Grant	5000.00	RT	CC
Internet	14.10.24	NetWiseUK	Domain Reg.	12.00	RT	CC
Internet	14.10.24	TCWS	Signage	576.00	RT	CC
Internet	14.10.24	N Clemens	Toilet Door	54.43	RT	CC
Internet	14.10.24	N Worsfold	Comms Co	840.00	RT	CC
Internet	14.10.24	Equals	Debit Card	250.00	RT	CC
Internet	29.10.24	Night Witch	Self Defence Classes	2000.00	RT	CC
Internet	29.10.24	Mulberry & Co	Internal Audit	198.18	RT	CC
Internet	29.10.24	Micro Forest	Hedging	695.85	RT	CC
Internet	29.10.24	Estelle Los	Plants	477.52	RT	CC
Internet	29.10.24	Unity Trust	Service Fee	5.70		
Total				20129.34		

Standing Orders and Direct Debits Currently In Force

Frequency	Payee	Amount £	VAT reclaimable
Monthly	Surrey County Council - employer and employee pension contributions	£301.12	N/A
Monthly	Scottish & Southern Electricity (SSE) - streetlighting	Variable £214.80	Yes
Monthly	Aerial Direct broadband, VOIP	£56.86	Yes
Monthly	GBC Parking Enforcement	£131.42	Yes
Monthly	Mobile Telephone O2	£13.06	Yes
Monthly	Salaries	£2475.72	N/A
Monthly	Smile It Office 365 Application	£96.00	Yes
Monthly	Village Hall	583.33	N/A
Annual	Information Commissioner – registration under the Data Protection Act	£35.00	N/A