

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

Date:- 4th January 2022

To Councillors of the East Horsley Parish Council

You are summoned to attend the Meeting of the East Horsley Parish Council to be held by Zoom on **Monday 10th January 2022** starting at **7.30pm**.

Members of the public and press have a right and are cordially invited to be present at the meeting. There will be an opportunity to address the Council at a time chosen by the Chairman.

Nicholas Clemens

Clerk and Responsible Financial Officer

A G E N D A

1. **To accept apologies & reasons for absence in accordance with the LGA 1972, Sch12, Para 40.**
2. **Declaration of Disclosable Pecuniary Interests (DPIs) 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**
3. **Minutes of the previous meetings. To be agreed & signed by the Chairman as a true & accurate record.**
4. **Chairman's Comments**
5. **SCC and GBC Update**
6. **Public Participation.**
 - The meeting will be adjourned for members of the public to make a comment or ask a question on items within the agenda and relevant matters.
7. **Planning and Environment Matters**
 - To receive a report from the Chairman of the Committee.
Applications considered attached – Appendix 4.
8. **Financial Matters**
 - To approve the list of payments amounting to £3654.21 previously authorised by Councillors.

Appendix 5 contains a list of cheques signed by councillors prior to the meeting

9. **To Agree the Precept for 2022-23**
 - The F&R Committee recommend a precept of £146000. This represents a Band D property charge of £58.07 against £57.34 in 2021-22.
10. **To Agree Submission of a Response to AONB Consultation**
 - A paper has been circulated.
11. **To Agree to Expenditure on Forest Road Footpath**
 - To complete the section of path along the boundary of Mill Grove expenditure of £17000. Two quotes in excess of £40,000 and one from William Kear for £16493.96 were received.
12. **Farmers Market Update**
13. **To Approve Designs for the Display Board**
 - The Communications Group recommend design from the three provided.
14. **Task Group Progress Reports**

(Leaders of the group are to brief the council on relevant progress)

 - Communication Group *(Andrew Franklin)*
 - Climate Change Group *(Antony Atwell)*
 - Events Group *(Stephen Skinner)*
 - Road Safety and Maintenance Group *(Andrew Franklin)*
 - Village Appearance Group *(Aileen Aitcheson)*
 - Community Group *(Holly Haling)*
 - Business Liaison Group *(Colin Carmichael)*
 - Countryside Group. *(Steve Punshon)*
 - Railway Group *(Andrew Franklin)*
15. **Project Groups Significant Update Report**
16. **External Meetings**
17. **To Approve the Date of the Next Meeting of the Council**
 - The next Parish Council Meeting is scheduled for Monday 14th February 2022 at 7.30pm in the Village Hall Clubroom

THE MINUTES OF PREVIOUS MEETINGS ARE AVAILABLE FOR VIEWING IN HORSLEY LIBRARY

N.S.Clemens Parish Clerk 04/01/2022

EAST HORSLEY PARISH COUNCIL

Clerk and Responsible Financial Officer: Mr Nicholas Clemens
 East Horsley Parish Council Office, Kingston Avenue, Leatherhead, Surrey KT24 6QT
 Telephone: (01483) 281148 e-mail parishcouncil@easthorsleypc.org

Appendix 4: PLANNING & ENVIRONMENT COMMITTEE Report

New planning applications considered by the Committee

between 30th November 2021 & 30th December 2021

and dealt with under delegated authority:

Application	Committee Response
Wolford, Oakwood Drive, East Horsley, Leatherhead, KT24 6QF Ref. No: 21/P/02195	No Objection
Appledore House, Hooke Road, East Horsley, Leatherhead, KT24 5DX Ref. No: 21/P/02199	Objection
Rustlings, Forest Road, East Horsley, Leatherhead, KT24 5BX Ref. No: 21/P/02228	No Objection
Pentlands, High Park Avenue, East Horsley, Leatherhead, KT24 5DD Ref. No: 21/P/02327	No Objection
Oak Tree Cottage, Forest Road, East Horsley, Leatherhead, KT24 5DS Ref. No: 21/T/00284	No Objection
Little Malt House, Ockham Road North, East Horsley, Leatherhead, KT24 6PU Ref. No: 21/P/02214	No Objection
The Hollies, 12 Falconwood, East Horsley, Leatherhead, KT24 5EG Ref. No: 21/T/00321	No Objection
Juniper, Park Corner Drive, East Horsley, Leatherhead, KT24 6SE Ref. No: 21/P/02255	No Objection
Falcons Nest, 8 Falconwood, East Horsley, Leatherhead, KT24 5EG Ref. No: 21/P/02277	No Objection
Westmount, Glendene Avenue, East Horsley, Leatherhead, KT24 5AY Ref. No: 21/P/02292	No Objection
Woodland Thatch, Woodland Drive, East Horsley, Leatherhead, KT24 5AN Ref. No: 21/P/02193	No Objection
Lee Cottage, Rowbarns Courtyard, Green Dene, East Horsley, Guildford, KT24 5NQ Ref. No: 21/P/02303	No Objection
Lee Cottage, Rowbarns Courtyard, Green Dene, East Horsley, Guildford, KT24 5NQ Ref. No: 21/P/02304	No Objection

**DECISIONS reported by Guildford Borough Council between
30th November 2021 & 31st December 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
21/P/02142	Kernow House, Longhurst Road, East Horsley, Leatherhead, KT24 6AF	No Objection	Refused

APPEALS Submitted or Decided between 30th November 2021 & 31st December 2021

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
None					

Appendix 5: PAYMENTS APPROVED 30th October & 30th November 2021

Payment Type	Date	Payee	Reason	Amount £	Signatory 1	Signatory 2
Internet	05.11.21	Mulberry & Co	Asst Clerk Training	84.00	SJS	AJA
Internet	05.11.21	B Aldred	Comms Co	525.00	SJS	AJA
Internet	05.11.21	Mulberry & Co	Councillor Training	48.00	SJS	AJA
Internet	09.11.21	Hirst Signs	Road Sign	96.60	SJS	AJA
Internet	09.11.21	Jason Lee	Village Warden	880.00	SJS	AJA
Internet	09.11.21	A Gibson	Forest Rd Footpath	270.00	SJS	AJA
Internet	09.11.21	N Clemens	Forest Rd Footpath	356.52	SJS	AJA
Internet	09.11.21	N Clemens	Forest Rd Footpath	47.49	SJS	AJA
Internet	09.11.21	Jason Lee	Toilet Cleaning	600.00	SJS	AJA
Internet	16.11.21	Wellers	Legal Work	720.00	SJ	RT
Internet	16.11.21	Village Hall	Room Hire	26.60	SJS	RT
				3654.21		

Standing Orders and Direct Debits Currently In Force

Frequency	Payee	Amount £	VAT reclaimable
Monthly	Surrey County Council - employer and employee pension contributions	£601.38	N/A
Monthly	Scottish & Southern Electricity (SSE) - streetlighting	Variable £35.00	Yes
Monthly	Mr & Mrs Little (Storage)	£90.00	N/A
Monthly	PlusNet broadband, phone line rental and calls	Variable £38.00	Yes
Monthly	Clerk Salary	£1,661.98	N/A
Monthly	Assistant Clerk Salary	464.25	N/A
Monthly	Smile It Office 365 Application	£81.60	Yes
Monthly	Village Hall	583.33	N/A
Annual	Information Commissioner – registration under the Data Protection Act	£35.00	N/A

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.easthorsleypc.info Telephone: (01483) 281148 e-mail parishcouncil@easthorsleypc.org

9th December 2021

Minutes of a Meeting of the Parish Council Finance & Risk Management Committee held in the Parish Meeting Room, on 8th December 2021 at 10.30 pm.

ATTENDANCE:

Aileen Aitchison, Robert Taylor, Stephen Skinner and Nicholas Clemens (Clerk).

1. To Receive and Accept Apologies for Absence

1. Steve Punshon

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. Review the Deposit Account Balances

3. It was agreed the figures were accurate.

4. Budget 2022-23

4. The committee made no changes to the budget agreed by the Council on 6th December. This would be used to agree the precept.

5. To Discuss the Annual Precept

5. The committee agreed to increase the precept to by £3000 to £136000 a 2% increase on 2021-22. This gives a band D equivalent figure of £58.07 per household. This will be recommended to the Council on 10th January 2022.

6. Year End Projected Outturn

6. The Clerk provided a projection of the year end financial position.

7. Q2 Bank Reconciliation Report

7. Steve Punshon has carried out an audit of receipts and expenditure and he was satisfied records were accurate.

8. Next F&R Meeting

8. The next meeting of the Finance & Risk Committee will be 8th February 10.30am.

Nick Clemens Clerk

Agenda: East Horsley Parish Council Meeting 10th January 2022