

EAST HORSLEY PARISH COUNCIL

Clerk and Responsible Financial Officer: 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

3rd February 2025

To Councillors of the East Horsley Parish Council

You are summoned to attend the Meeting of the East Horsley Parish Council to be in the Clubroom of the Village Hall on Monday 10th February 2025 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.

Kevin Jenkins
Assistant Parish Clerk

A G E N D A

1. **To accept apologies & reasons for absence in accordance with the LGA 1972, Sch12, Para 40.**
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2. **Declaration of Disclosable Pecuniary Interests by Councillors on any of the agenda items below in accordance with The Relevant Authorities.**
3. **To Co-Opt a Councillor**
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 or relevant matters.
7. **Planning and Environment Matters**
 - To receive a report from the Chairman of the Committee.
Applications considered attached – Appendix 1.
8. **Financial Matters**
 - To approve the list of payments amounting to £14326.44 previously authorised by Councillors.
Appendix 2 contains a list of cheques signed by councillors prior to the meeting
 - Update on Storeroom Funding
 - Q3 Reconciliation Report.
9. **To Agree the Appointment of the Clerk and Responsible Financial Officer**
 - The Personnel Committee have carried out a recruitment programme to employ a Clerk and RFO on the retirement of the current Clerk Nick Clemens. The committee recommend the appointment of Hilary Gullen.

- 10. To Agree the Future of the Telephone Kiosk at Kingston Avenue**
 - Proposition 1: To remove the telephone kiosk and reinstate the area. Cost £2000
 - Proposition 2: To renovate the telephone kiosk. Cost £1400
- 11. To Agree to Expenditure on Tree Works**
 - To agree to raise the crown of cypress trees on Kingston Avenue. Cost £960
- 12. Horsley Heritage Blue Plaque Scheme Update**
- 13. To Discuss Horsley to Effingham Footpath**
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- 14. To Discuss Establishing a Youth Council**
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- 15. Annual Parish Meeting Update**
- 16. Task Group Progress Reports**

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

 - Communications & Events Group *(Steve Harvey)*
 - Climate Change Group *(Sylvia Igglesden)*
 - Road Safety and Maintenance Group *(Andrew Franklin)*
 - Village Appearance Group *(Aileen Aitcheson)*
 - Countryside Group. *(Juliet Robinson)*
 - Railway Group *(Andrew Franklin)*
 - Heritage Group *(Robert Taylor)*
- 17. Project Groups Significant Update Reports**
- 18. External Meetings**
- 19. To Approve the Date of the Next Meeting of the Council**
 - The next Parish Council Meeting is scheduled for Monday March 10th at 7.30pm in the Village Hall Clubroom

Kevin Jenkins Assistant Parish Clerk 29/12/2024

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Appendix 1: **PLANNING & ENVIRONMENT COMMITTEE Report** **New planning applications considered by the Committee** **from the 7th January to the 20th January 2025** and dealt with under delegated authority:

Planning Application	Committee Response
Land rear of, Pine View, Forest Lane, East Horsley, KT24 5HU Ref. No: 24/P/01811	No Objection
13 Old Lane, Ockham, Guildford, Cobham, KT11 1NW Ref. No: 24/P/01827	No Objection
Land rear of Pineview & Poplars, Forest Lane, East Horsley, KT24 5HU Ref. No: 24/P/01812	No Objection
Tokara, Glendene Avenue, East Horsley, Leatherhead, KT24 5AY Ref. No: 24/P/01704	No Objection
Thistledown, Oakwood Drive, East Horsley, Leatherhead, KT24 6QF Ref. No: 24/P/01842	No Objection
Forest Cottage, Forest Road, East Horsley, Leatherhead, KT24 5BB Ref. No: 24/P/01863	No Objection
Gorongoza, Forest Close, East Horsley, Leatherhead, KT24 5BU Ref. No: 25/P/00020	No Objection

Application Decisions

Reported by Guildford Borough Council from 23rd December 2024 to 31st January 2025

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/00844	Brook Cottage, Pine Walk, East Horsley, Leatherhead, KT24 5AG	Objection	Withdrawn

Appeals Submitted or Decided from 23rd December 2024 to 31st January 2025

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 December to the 31st December 2024

Payment Type	Date	Payee	Reason	Amount £	Signatory 1	Signatory 2
Internet	06.12.24	Village Hall	Office Rent	1,727.94	AA	RT
Internet	06.12.24	TCWS	Winter Newsletter	576.00	AA	RT
Internet	06.12.24	Village Hall	Heritage TG, Cupboard	100.00	AA	RT
Internet	06.12.24	Nikki Worsfold	Comms Consultant	1,400.00	AA	RT
Internet	06.12.24	Simply Print	New Welcome Sign	150.00	AA	RT
Internet	06.12.24	Horsley Community Bus	Henry Smith Grant	250.00	AA	RT
Internet	06.12.24	Holly Haling	Christmas Event Donation	500.00	AA	RT
Internet	12.12.24	Simply Print	Christmas Event Flyers	54.00	AA	RT
Internet	12.12.24	Micro Forest	Planting Hedges in Wellington Meadow	300.00	AA	RT
Internet	12.12.24	Julie Hamshar	Kingston Meadow Toilet Cleaning	1,125.00	AA	RT
Internet	12.12.24	Steve Harvey / Challenge Fencing	Forest Road Footpath	278.86	CC	AA
Internet	19.12.24	Village Hall	PC Meetings Room Hire	144.00	CC	AA
Internet	19.12.24	Holly Haling	Christmas Event Expenses	255.59	CC	AA
Internet	19.12.24	Simply Print	Printing Winter Newsletter	904.00	CC	AA
Internet	19.12.24	Surrey Community Action	Payroll Fees	48.00	CC	AA
Internet	19.12.24	Steve Harvey	Chairman's Thank You Event	1,977.05	CC	AA
Internet	27.12.24	GBC	Car Park Lease	4,536.00	RT	CC
Total				14,326.44		

Standing Orders and Direct Debits Currently In Force

Frequency	Payee	Amount £	VAT reclaimable
Monthly	Surrey County Council - employer and employee pension contributions	£318.00	N/A
Monthly	Scottish & Southern Electricity (SSE) - streetlighting	Variable £160.00	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	£3,355.34	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