

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: 07596 862569 e-mail parishcouncil@easthorsley.org

Draft as of 14th September 2023

Minutes of the Meeting of the Parish Council held in the Club Room East Horsley Village Hall

11th September 2023 at 7.30pm

ATTENDANCE: Councillors; Robert Taylor (Chair), Aileen Aitcheson, Colin Carmichael, Andrew Franklin, Steve Harvey, Steve Punshon, Juliet Robinson, Hilary Gullen. Parish Clerk Nick Clemens & 4 members of the public.

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

1. Holly Haling.

48. 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

49. To Agree and Sign the Minutes of the Previous Meeting held on 24th July 2023.

3. The minutes of the previous meetings were agreed as an accurate record. The Chairman signed them.

50 Chairman's Comments

4. The Chairman thanked Colin Cross for his hard work over many years as a Councillor and wished him well in his retirement.

51. SCC and GBC Update

6. No Reports

52. Public Participation

7. A resident expressed his frustration at the constant closure of Ockham Road North.

53 Planning and Environment Matters

8. The Council reviewed the report on Planning & Environment Committee Meetings held since their previous council meeting (Appendix 1).

54. Financial Matters

9. The list of payments issued since the previous meeting were approved, these totalled GBP22817.05 (Appendix 2).

10. Q1 Bank Reconciliation has been carried out by Cllr. Steve Punshon. He was satisfied that the records were accurate and had signed the documents presented.

55. To Agree PKF Audit Report

11. PKF notice of completion of the audit had been circulated prior to the meeting. There were no action points raised and the Council were content with this outcome.

56. To Agree to Expenditure on Churchyard Maintenance

12. An estimate for pollarding a willow tree had been circulated prior to the meeting. The Council agreed to £950 expenditure. Expenditure on the churchyard in Q1 was £104.

57. Horsley Big Day Financial Report

13. A report was circulated showing the event had made a profit of £6175. This has been donated to Cherry Trees Charity who provided great support to the event.

58. Wisley Appeal Update

14. Detailed Proof of Evidence has been submitted to the Planning Inspectorate. Planning Consultant Colin Smith will represent East and West Horsley PC's at the inquiry. The inquiry will sit for 24 days, assistance to make notes at the event would be helpful.

59. To Discuss 20's Plenty

15. The Council agreed to form a policy in support of this issue and to join the nationwide campaign.

60. To Agree the Date of the Chairman's "Thank You Party"

16. It was agreed to hold the event on 12th December at The Drift Golf Club.

61. To Discuss the Litterpick

17. The event is on 16th September. Equipment will be distributed at three points in the village; Station Parade (Robert Taylor), Bishopsmead Parade (Aileen Aitcheson), Effingham Store (Andrew Franklin).

62. Task Group Progress Reports

18. Communications Group (*Steve Harvey*) The autumn newsletter has been delivered online and hard copy will arrive in a few days. The design of the new website is almost complete and should be launched w/c 18th September. Thanks to Colin Carmichael and Nikki Worsfold for their hard work on this project.

19. Events Group (*Steve Harvey*) No additional report.

20. Road Safety and Maintenance Group (*Andrew Franklin*) The quarterly meeting with Surrey Highways was held on 8th August and notes were circulated to councillors. It has been confirmed that resurfacing of Forest Rd will be done in Early November. Over hanging foliage is causing sight lines to be obstructed, Park Horsley exiting onto the A246 and Park Corner Drive onto Forest Road the Clerk should obtain quotes to improve these areas. There are also a number of areas where white lines are indistinct the cost of repainting these should be explored. A new VAS on Forest Road was proposed, this will be on the October agenda.

21. Village Appearance Group (*Aileen Aitcheson*) Advised that their next meeting will take place on Wednesday 12th September. The village warden and Cllr. Andrew Franklin did a great job of clearing the Station Parade Car Park and adjacent service road. Sohrab Farjoud has renovated the street furniture at Station Parade once again showing his attention to detail.

22. Climate Change Group (*Steve Harvey*) The latest report has been published in the newsletter.

22. Community Group (*Holly Haling*) No Report.

27. Countryside Group (*Steve Punshon*) Getting a date for a meeting with the Woodlands Trust site manager at Great Ridings Wood is proving difficult as there has been little response from them. Nigel and Martina Watson have decided to retire as volunteer wardens after 20 years. This is a great loss as they have worked very hard on the general upkeep of the woods and to maintain communications with the Woodland Trust. I would like to put on record our thanks for all their efforts.
28. Railway Group (*Andrew Franklin*) The latest report has been published in the newsletter. Congratulations to Martha Jessop for the installation of new planters at Effingham Junction Station, the floral display is splendid.
- 63. Project Groups Significant Update Report**
29. Education: Cllr. Colin Carmichael reported that there will be a meeting of the EHPC Education project team on 13th October.
- 64. Report on External Meetings**
33. Cllr. Aileen Aitcheson attended the Neighbourhood Connectors meeting. They are finding it difficult to engage with new clients.
34. Cllr. Juliet Robinson attended a Teams meeting with Affinity Water regarding mains water work in Ockham Road South that will close the road from 31st October. This will severely impact retailers in the run up to Christmas.
35. Cllr. Andrew Franklin a Surrey Highways focus group.
- 65. To Approve the Date of the Next Meeting of the Council**
36. The meeting is scheduled for Monday 23rd October 2023 starting at 7.30pm in The Clubroom of East Horsley Village Hall KT24 6QT

Nick Clemens, Parish Clerk

14th September 2023

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Appendix 1: PLANNING & ENVIRONMENT COMMITTEE Report New planning applications considered by the Committee Between 24th July 2023 to the 8th August 2023

and dealt with under delegated authority:

Application	Committee Response
Holmwood, Chalk Lane, East Horsley, KT24 6TH Ref. No: 23/P/00990	No Objection
Kirkwood, Ockham Road North, East Horsley, KT24 6NU Ref. No: 23/P/01026	No Objection
Buren, Surrey Gardens, Effingham Junction, KT24 5HF Ref. No: 23/P/01018	No Objection
Normay, Forest Road, Effingham Junction, KT24 5HE Ref. No: 23/P/01036	Objection
Trewidland, Pine Walk, East Horsley, KT24 5AG Ref. No: 23/P/01020	No Objection
40 Kingston Avenue, East Horsley, KT24 6QT Ref. No: 23/P/01037	Objection
Abbotswood, High Park Avenue, East Horsley, KT24 5DF Ref. No: 23/T/00180	No Objection
Peregrine, 14 Falconwood, East Horsley, KT24 5EG Ref. No: 23/T/00181	No Objection
Oaklea, Forest Lane, East Horsley, KT24 5HU Ref. No: 23/P/01087	No Objection

Minffordd, Fearn Close, East Horsley, KT24 6AD Ref. No: 23/P/01048	No Objection
Wolford, Oakwood Drive, East Horsley, KT24 6QF Ref. No: 23/P/01122	No Objection
Timberlee, Rowbarns Way, East Horsley, KT24 5RJ Ref. No: 23/P/01051	No Objection
La Meridiana Restaurant, Ockham Road South, East Horsley, KT24 6QU Ref. No: 23/P/01074	No Objection
Store Rear Of 4, 4 Station Parade, East Horsley, KT24 6QN Ref. No: 23/P/00921	No Objection
Tithe Cottage, Forest Road, Effingham Junction, KT24 5HE Ref. No: 23/P/01146	No Objection
Willow Green, Ockham Road North, East Horsley, KT24 6PU Ref. No: 23/P/01147	Objection

**DECISIONS reported by Guildford Borough Council between
4th July 2023 to the 14th August 2023**

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
23/P/00240	The Copse, Ockham Road South, East Horsley, KT24 6SG	Objection	Approved
23/P/00113	Maple Tree, Woodland Drive, East Horsley, KT24 5AN	Objection	Approved
23/P/01036	Normay, Forest Road, Effingham Junction, KT24 5HE	Objection	Refused
23/P/01037	40 Kingston Avenue, East Horsley, KT24 6QT	Objection	Refused

Appeals Submitted or Decided between 4th July 2023 to the 14th August 2023

Reference	Location	Proposal	Appeal Date	Appeal Decided	Outcome
Nil Return					

Appendix 2: PAYMENTS APPROVED 30th June 2023 & 30th July 2023

Payment Type	Date	Payee	Reason	Amount £	Signatory 1	Signatory 2
Internet	04.07.23	S Harvey	HBDO	49.97	RT	SP
Internet	04.07.23	S Harvey	HBDO	1225.77	RT	SP
Internet	04.07.23	H Haling	HBDO	84.29	RT	SP
Internet	04.07.23	Guildford Signs	HBDO	84.29	RT	SP
Internet	04.07.23	Wine & Something	HBDO	658.85	RT	SP
Internet	04.07.23	HMRC	Q1 Tax/Ni	3337.43	RT	SP
Internet	04.07.23	St Martins Church	Grant/Window	5200.00	RT	SP
Internet	06.07.23	Wine & Something	HBDO	106.00	RT	SP
Internet	06.07.23	TCWS	HBDO	543.60	RT	SP
Internet	06.07.23	M Igglesden	HBDO	200.00	SJS	SP
Internet	06.07.23	Medirek	HBDO	700.00	SJS	SP
Internet	06.07.23	M Beasley	HBDO	51.82	SJS	SP
Internet	06.07.23	G Duffill	Toilet Repair	135.00	SJS	SP
Internet	06.07.23	A Gibson	HBDO	41.97	SJS	AJA
Internet	11.07.23	N Worsfold	Comms Co	920.00	SJS	AJA
Internet	11.07.23	Simply Print	HBDO	793.20	SJS	AJA
Internet	11.07.23	R Butcher	Sign Bracket	21.68	RT	SP
Internet	11.07.23	M Swaffield	RTG Planter	850.00	RT	SP
Internet	11.07.23	M Owens	HBDO	282.50	RT	SP
Internet	11.07.23	Frames Express	Newsletter Frames	325.16	AJA	SP
Internet	25.07.23	J Hamshar	Toilet Cleaning	450.00	AJA	SP
Internet	25.07.23	M Hyatt	Village Warden	808.20	AJA	SP
Internet	25.07.23	Simply Print	Picture Print	30.00	AJA	SP
Internet	25.07.23	Equals	Card Top Up	500.00	AJA	SP
Internet	25.07.23	Village Hall	Room Hire	32.50	AJA	SP
Internet	25.07.23	Tillingbourne Brewery	HBDO	840.00	AJA	RT
Internet	25.07.23	A Gibson	HBDO	460.68	AJA	RT
Internet	25.07.23	Cherry Trees	Grant	2500.00	AJA	RT
Internet	25.07.23	C Jany	Churchyard Mntnce	104.14	AJA	RT
Internet	25.07.23	J Budd	Grant	175.00	AJA	RT
Internet	25.07.23	Brackendale Trees	Tree Stumps	294.00	AJA	RT
Internet	25.07.23	T Stephens	Storeroom Design	450.00	AJA	RT
Internet	25.07.23	GBC Rates	Business Rates	561.00	AJA	SP
Total				22817.05		

Standing Orders and Direct Debits Currently In Force

Frequency	Payee	Amount £	VAT reclaimable
Monthly	Surrey County Council - employer and employee pension contributions	£934.48	N/A
Monthly	Scottish & Southern Electricity (SSE) - streetlighting	Variable £180.00	Yes
Monthly	Mr & Mrs Little (Storage)	£110.00	N/A
Monthly	PlusNet broadband, phone line rental and calls	Variable £38.00	Yes
Monthly	Mobile Telephone O2	£12.00	Yes
Monthly	Salaries	£2705.06	N/A
Monthly	Smile It Office 365 Application	£81.60	Yes
Monthly	Village Hall	£583.33	N/A
Monthly	Parking Enforcement	£131.42	Yes
Quarterly	Car Park Lease	£807	Yes
Annual	Information Commissioner – registration under the Data Protection Act	£35.00	N/A