

# 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](http://www.easthorsley.info) Telephone: (01483) 281148 e-mail [parishcouncil@easthorsleypc.org](mailto:parishcouncil@easthorsleypc.org)

draft as at 10<sup>th</sup> January 2018

## **Minutes of the Meeting of the Parish Council held in the Lovelace Room, East Horsley Village Hall, Kingston Avenue, East Horsley, on Monday 8th January 2018 at 7.30pm.**

**ATTENDANCE:** John Carr (Chairman) Councillors; Aileen Aitcheson, Robert Taylor, Stephen Groom, Steve Punshon. Clerk, Nick Clemens; SCC Councillor Julie Iles, and seven members of the public.

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

1. Stephen Skinner, Linda Elliott and Andrew Franklin.

**129. 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

**130. 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

**131 To Agree and Sign the Minutes of the Previous Meetings Held on 4th December 2017.**

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

**132 Chairman's Comments**

5. None

**133 Public Participation**

6. The owner of Station Parade Post office informed the meeting that the shop will close on 10<sup>th</sup> February and re-open on 28<sup>th</sup> February for refurbishment. The Post Office will only have one counter until weekly transactions exceed 800.
7. The dilapidated and half-finished fence at Forest Road Bridge is a concern to residents.
8. Flooding and Icy Footpaths on Ockham Road North continue to concern residents.
9. A plea was made for volunteers at the Youth Club. A piece about the Youth Club will be in the spring newsletter.
10. Julie Iles, SCC Councillor, reported on road and drainage issues she is pursuing on behalf East Horsley residents.
11. Julie Iles also reported on SCC budget progress. The annual budget is £1.67 billion, 70p out of every £1 goes on social welfare costs.

### **134 Planning & Environment Committee**

12. The Council accepted the report on Planning & Environment Committee Meetings held since the previous council meeting (Appendix 4).
13. Robert Taylor presented an overview of the applications considered in 2017.

### **135 Financial Matters**

14. The list of cheques issued since the previous meeting were approved, these totalled £56,432.96 this included settlement of the Wisley Appeal barrister fee (Appendix 5).

### **136 Churchyard Maintenance**

15. The Council agreed to pay £87.10 for strimmer repair and service. *LGA 1972 s215*.

### **137 Surrey Association of Local Councils**

16. The Council agreed to renew SALC membership for 2018-19, fee £1,329.58. *LGA 1972 s111*

### **138 Re-Surfacing Station Parade**

17. This item was deferred for further research.

### **139 Raleigh School Grant**

18. This item was not considered as no representative of Raleigh School was present.

### **140 Local Plan Update**

19. Robert Taylor highlighted some of the issues EHPC had previously objected to in the GBC Local Plan and will contact the recently appointed Program Officer for the local plan examination, Chris Banks, to enable the parish council to decide how best to proceed with any further representations.
20. Robert Taylor recommended that any future representation to GBC on the Local Plan may simply be a re-iteration of objections already made. Provision of EHPC work already done could be supplied to WAG to support their objection to the plan and in particular Wisley Airfield development.

### **141 Employment Task Group**

21. Stephen Groom reported that work was continuing to establish job descriptions and remuneration for both a Village Handyman and Communications Consultant. A proposal will be presented to the council at the 19<sup>th</sup> February meeting.

### **142 Station Parade Name Change**

22. The Council agreed to a request to consider recognising the contribution to East Horsley by the 'Chown' design by renaming Station Parade. The Clerk will ask the resident who suggested this to take the next step and provide the Council with a report.

### **143 Volunteers Christmas Party Update**

23. It was agreed that the event was a great success and should be repeated in 2018. The final cost was £1,600 in 2016 it was £1,656.

**144 Task Group Progress Reports**

24. Road Safety and Maintenance/VAS Traffic Calming/Lord Task Group. (*Andrew Franklin*) A meeting was held with SCC and representatives of VAS and Speed Watch. It was agreed that five VAS would be recommended to the Council at the February PC meeting.
25. Communication Task Group. (*Stephen Groom*) A meeting will be held to discuss a broad range of subjects including the next newsletter and the Annual Parish Meeting.
26. Neighbourhood Plan Task Group. (*Robert Taylor*). The Examiner has now started the examination of the Neighbourhood Plan and should send a report to GBC in early February
27. Community Activities & Allotments Task Group. (*Linda Elliott*) U3A celebrate their 10<sup>th</sup> anniversary in 2018 and are planning an event on Kingston Meadow.
28. Village Appearance Task Group. (*Aileen Aitcheson*) The group will meet on 9<sup>th</sup> January.
29. Local Economy Task Group (*Stephen Skinner*). No Report.
30. Woodland Task Group. (*John Carr*) SWT have produced a draft management plan this has been reviewed by the group and requested some changes. It is hoped for this to be approved at the February PC meeting. A health and safety audit of trees on Wellington Meadow is prudent, a request for funding will be made at the next PC meeting.

**145 Reports on External Meetings**

31. None

**146 To Approve the Date of the Next Meeting of the Council**

32. The next meeting of the Parish Council is scheduled for Monday February 19th at 7.30pm in the Lovelace Room, East Horsley Village Hall.

**Chairman**

**10 January 2018**

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### **Appendix 4: PLANNING & ENVIRONMENT COMMITTEE Report** **New planning applications considered by the Committee** **between 13<sup>th</sup> November 2017 & 11<sup>th</sup> December 2017** and dealt with under delegated authority:

Application	Committee Response
Forest Farm, Forest Road, East Horsley, Leatherhead, KT24 5ER Ref. No: 17/T/00271	No Objection
Journeys End, Chalk Lane, East Horsley, Leatherhead, KT24 6TH Ref. No: 17/P/02245	No Objection
Tower Cottage, Ockham Road South, East Horsley, Leatherhead, KT24 6RL Ref. No: 17/P/01713	No Objection
Green Jacket, 11 Parkside Close, East Horsley, Leatherhead, KT24 5BY Ref. No: 17/P/02322	No Objection
6 Holmwood Close, East Horsley, Leatherhead, KT24 6SS Ref. No: 17/T/02886	No Objection
5 Holmes Place, Kingston Avenue, East Horsley, Leatherhead, KT24 6QL Ref. No: 17/P/02309	Objection
Rowbarns Manor, Green Dene, East Horsley, Leatherhead, KT24 5RQ Ref. No: 17/P/02362	Objection
Fair Winds, Manor Close, East Horsley, Leatherhead, KT24 6SB Ref. No: 17/P/02363	Objection
Hermiston, Ockham Road North, East Horsley, Leatherhead, KT24 6NT Ref. No: 17/T/00294	No Objection
The Willows, Guildford Lodge Drive, East Horsley, Leatherhead, KT24 6RJ Ref. No: 17/T/00295	Objection
Rivendell, 1 Bishopsmead Drive, East Horsley, Leatherhead, KT24 6RS Ref. No: 17/T/00296	Objection

Obj

Brandywine, 2 Bishopsmead Drive, East Horsley, Leatherhead, KT24 6RS Ref. No: 17/T/00300	No Objection
Oak Trees, Hooke Road, East Horsley, Leatherhead, KT24 5DY Ref. No: 17/P/02396	No Objection
10 Old Lane, Cobham, KT11 1NP Ref. No: 17/P/02420	No Objection
Mill Water, Pine Walk, East Horsley, Leatherhead, KT24 5AG Ref. No: 17/P/02433	No Objection
Pennings, Park Corner Drive, East Horsley, Leatherhead, KT24 6SE Ref. No: 17/P/02431	No Objection

**DECISIONS reported by Guildford Borough Council between 20<sup>th</sup> November 2017 & 20<sup>th</sup> December 2017**

*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
None			

**APPEALS Submitted or Decided between 27<sup>th</sup> November 2017 & 20<sup>th</sup> December 2017**

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
17/P/00678	Melrose, Guildford Road, East Horsley KT24 5RX	Construction of replacement rear roof extension, two replacement rear dormers and a side dormer extension	12/12/17		
17/P/01463	Wildwood, Forest Road, East Horsley, KT24 5EY	Demolition of existing bungalow and replacement with a four bedroom house	13/12/17		

## Appendix 5: PAYMENTS APPROVED

### Cheques Signed by Councillors between 27<sup>th</sup> November 2017 & 20<sup>th</sup> December 2017

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	28/11/17	Rialtis	Accounts Software	LGA 1972 s111	294.00	JGC	SP
Internet	28/11/17	TTS Surfacing	Lovelace Close	Highways Act 1980 ss43	2,496.00	JGC	SP
Internet	28/11/17	Mallatite	Road Signs	Localism Act 2011	364.38	JGC	SP
Internet	28/11/17	Came & Co	Insurance	LGA 1972 s111	1,082.25	JGC	SP
Internet	11/12/17	Robin Fairbank	Grasscutting	Highways Act 1980	1,321.00	AJA	JGC
Internet	11/12/17	Grace & Flavour	Maintenance Grant	Small Holdings Act 1908	250.00	AJA	JGC
Internet	11/12/17	123 Connect	Domain Fee	LGA 1972 s111	72.00	AJA	JGC
Internet	11/12/17	B Aldred	Webmaster	LGA 1972 s142	336.00	AJA	JGC
Internet	11/12/17	Barrister	Wisley Appeal	Town & Country Planning Act 1990	43,260.10	AJA	JGC
Internet	18/12/17	Village Hall	Annual Service Charge	LGA 1972 s111	1,464.90	JGC	AJA
Internet	18/12/17	Drift Golf Club	Christmas Party	LGA 1972 s145	1,650.00	JGC	AJA
Internet	18/12/17	TCWS	Website Hosting	LGA 1972 s142	235.20	JGC	AJA
Internet	18/12/17	TCWS	Picture Gallery Set Up	LGA 1972 s142	144.00	JGC	AJA
Internet	18/12/17	TCWS	Winter Newsletter	LGA 1972 s142	576.00	JGC	AJA
Internet	18/12/17	TCWS	Upgrade Email	LGA 1972 s142	21.60	JGC	AJA
Internet	18/12/17	Keith Robinson	Wisley Appeal	Town & Country Planning Act 1990	2,865.53	JGC	AJA
				Total	56,432.96		

### 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