

# EAST HORSLEY PARISH COUNCIL

Clerk and Responsible Financial Officer: Mr Nicholas Clemens  
East Horsley Parish Council Office, Kingston Avenue, EAST HORSLEY, Leatherhead KT24 6QT  
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draft as at 9<sup>th</sup> January 2019

## **Minutes of the Meeting of the Parish Council held in the Lovelace Room, East Horsley Village Hall, Kingston Avenue, East Horsley, on Monday 7th January 2019 at 7.30pm.**

**ATTENDANCE:** Stephen Skinner (Chairman) Councillors; John Carr, Steve Punshon, , Robert Taylor, Stephen Groom, Clerk, Nick Clemens, SCC Councillor Julie Iles, GBC Councillors, Jenny Wicks and David Reeve and 5 members of the public.

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

1. Aileen Aitcheson, Linda Elliott, Antony Etwell, Andrew Franklin.

### **106 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

### **107 To Agree and Sign the Minutes of the Previous Meetings held on 3rd December 2018.**

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

### **108 Chairman's Comments**

4. The Chairman his sorrow at the murder on Network Rail on Friday 4<sup>th</sup> January.

### **109 Public Participation**

5. A resident asked if lines could be painted to ensure motorists do not park across the dropped kerb in St. Martins Close. This will help pushchairs, prams and wheelchairs.
6. A resident asked if the entrance to FP306 at the A246 could be altered to reduce the step down. This would be a benefit to wheelchair users.
7. A resident stated they were was attending the meeting in support of HART .
8. The VOTY thanked the council and those who nominated him for the award.
9. A resident thanked the Village Warden for the work carried out on ORN
10. A resident was concerned that the tree stump was not visible. Some form of reflective sign would mark the road junction at Forest Road- ORS more clearly.
11. A resident asked if the PC would circulate the Commissioner for Police Council Tax survey.

### **110 Planning & Environment Committee**

12. The Council accepted the report on Planning & Environment Committee Meetings held since the previous council meeting (Appendix 4).

### **111 Financial Matters**

13. The list of cheques issued since the previous meeting were approved, these totalled £9096.25 (Appendix 5)

**112 To Agree Amendments to the 2018-19 Budget**

15. The Council agreed with recommendations by the Finance & Risk Committee to reduce budgeted expenditure to £133253 from £143375.

**113 To Agree the Precept for 2019-20**

16. The Finance & Risk Committee recommended a precept of £52.64 for a band D equivalent property. This will give a total income from GBC of £131787 and LCTSS grant of £1476.

**114 To Agree to Purchasing a Grass Cutting Machine**

17. The Council accepted the Clerk's recommendation to purchase an Ariens Razor 21 at a cost of £463.20 ex vat plus annual service of £150. The machine is required for the village warden to commence grass cutting in spring 2019. *Highways Act 1980 s96.*

**115 Churchyard Maintenance**

18. The Church Warden of St Martins Church outlined the maintenance requirements for 2019-20. It was agreed that the Village Appearance Task Group would review these proposals and report back to the Council.

**116 To Agree Assigning the Village Hall Lease to East Horsley Village Hall CIO (Registered Charity Number (1180168))**

19. The Council agreed to assignment of the Village Hall Lease to the CIO. This is subject to the Parish Office occupancy agreement being assigned under the same terms as set out in the October 2003 agreement.

**117 Disability Access for People with Disabilities in East Horsley**

20. The Disability Adviser for the Parish Council made a presentation to support the completion of the Horsley Accessible Ring Trail. There is one hundred yards of a one and a half mile path to be completed. The request for a permissive path across GBC land has been denied.

**118 Task Group Progress Reports**

21. Vision Task Group. (*Stephen Skinner*) An initial meeting with Councillors has been held, a further meeting will take place on Friday 11<sup>th</sup> January.

22. Road Safety and Maintenance. (*Andrew Franklin*) No Report

23. Communications Task Group. (*Stephen Groom*) The next Newsletter will be published 11<sup>th</sup> March entries must be received by 20<sup>th</sup> February. The Annual Parish Meeting theme for 2019 will be rail services.

24. Community Activities & Allotments Task Group. (*Linda Elliott*) No report

25. Village Appearance Task Group. (*Aileen Aitcheson*) No report

26. Local Economy Task Group (*Stephen Skinner*). Two local businesses have approached the group to become involved.

27. Woodland Task Group. (*John Carr.*) Ash Die Back is a cause for concern. A meeting will be arranged with Surrey Wildlife Trust to ascertain how this will be managed in The Forest.

**119 Report on External Meetings**

28. None.

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

29. The next Meeting is scheduled for Monday February 18th at 7.30pm in the Lovelace Room, East Horsley Village Hall.

Chairman

9<sup>th</sup> January 2019

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## Appendix 4: PLANNING & ENVIRONMENT COMMITTEE Report New planning applications considered by the Committee between 17<sup>th</sup> December 2018 & 7<sup>th</sup> January 2019 and dealt with under delegated authority:

Application	Committee Response
47 Kingston Avenue, East Horsley, Leatherhead, KT24 6QT Ref. No: 18/P/02087	No Objection
Llanover Cottage, Ockham Road South, East Horsley, Leatherhead, KT24 6SN Ref. No: 18/P/02058	No Objection
Timbers, Chalk Lane, East Horsley, Leatherhead, KT24 6TJ Ref. No: 18/P/02139	No Objection
Chapel Porth, Fearn Close, East Horsley, Leatherhead, KT24 6AD Ref. No: 18/P/02170	No Objection
3 Lovelace Cottages, St Martins Close, East Horsley, Leatherhead, KT24 6SU Ref. No: 18/T/00294	Objection
Acorns, Woodland Drive, East Horsley, Leatherhead, KT24 5AN Ref. No: 18/T/00296	Objection
Thors, Norrels Drive, East Horsley, Leatherhead, KT24 5DL Ref. No: 18/T/00309	No Objection
Tower Cottage, Ockham Road South, East Horsley, Leatherhead, KT24 6RL Ref. No: 18/P/02262	No Objection
Tower Cottage, Ockham Road South, East Horsley, Leatherhead, KT24 6RL Ref. No: 18/P/02263	No Objection

### DECISIONS reported by Guildford Borough Council between 17<sup>th</sup> December 2018 & 7<sup>th</sup> January 2019

*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
18/P/01900	White Timbers, Forest Road, East Horsley, Leatherhead, KT24 5ER	Objection	Approved

### APPEALS Submitted or Decided between 17<sup>th</sup> December 2018 & 7<sup>th</sup> January 2019

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
None					

## Appendix 5: PAYMENTS APPROVED

### Payments Authorised by Councillors between 26<sup>th</sup> November & 22<sup>nd</sup> December 2018

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	03.12.18	Village Hall	Hall Hire	LGA 1972 s111	16.00	AJA	JC
Internet	03.12.18	FairFX	Card Top Up	LGA 1972 s111	250.00	AJA	JC
Internet	03.12.18	Rialtis	Software Support	LGA 1972 s111	300.00	AJA	JC
Internet	10.12.18	TCWS	Annual Hosting Fee	LGA 1972 s142	216.00	AJA	JC
Internet	10.12.18	TCWS	Winter Newsletter	LGA 1972 s142	576.00	AJA	JC
Internet	10.12.18	Robin Fairbank	Grasscutting	Highway Act 1980	2720.00	AJA	JC
Internet	10.12.18	Jason Lee	Village Warden	Highway Act 1980	850.47	AJA	JC
Internet	10.12.18	B Aldred	Comms Co	LGA 1972 s142	847.50	AJA	JC
Internet	18.12.18	S Skinner	Chairman Exp	LGA 1972 s111	20.10	AJA	JC
Internet	18.12.18	Simply Print	Winter Newsletter	LGA 1972 s142	846.18	AJA	JC
Internet	18.12.18	Fairfx	Debit Card	LGA 1972 s111	250.00	AJA	JC
Internet	18.12.18	GBC	Car Park Rent	RTA 1984	630.00	AJA	JC
Internet	18.12.18	Drift Golf Club	Christmas Event	LGA 1972 s111	1574.00	AJA	JC
				Total	9096.25		

### 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

20th December 2018

**Minutes of a Meeting of the Parish Council Finance & Risk Management Committee held in the Parish Council Office, East Horsley Village Hall, Kingston Avenue, East Horsley, on 20th December 2018 at 11.00 am.**

**ATTENDANCE:**

Stephen Skinner Chairman, Aileen Aitcheson, John Carr, Steve Punshon and Nicholas Clemens (Clerk).

**1. To Receive and Accept Apologies for Absence**

1. None

**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. To Agree the Precept**

4. The Committee considered amendments to the budget to reach a precept figure. Full details will be put to full Council on 7<sup>th</sup> January.

**5. Next F&R Meeting**

11. The next meeting of the Finance & Risk Committee will be 11.00am 14th February 2019

*Chairman*