

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 11th June 2019

Minutes of the Meeting of the Parish Council held in the Lovelace Room, East Horsley Village Hall, Kingston Avenue, East Horsley, on Monday 10th June 2019 at 7.30pm.

ATTENDANCE: Robert Taylor (Chairman) Councillors; Stephen Skinner (arrived 8pm), Stephen Groom, Steve Punshon, Antony Etwell, Colin Carmichael. Clerk, Nick Clemens, SCC Councillor Julie Iles, GBC Councillor, Catherine Young, Christopher Barrass and 5 members of the public.

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

- 1 John Carr, Andrew Franklin, Aileen Aitcheson.

14 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

15 To Agree and Sign the Minutes of the Previous Meetings held on 18th March 2019.

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

16 Chairman's Comments

4. The Chairman expressed concern on the introduction of parking restrictions at Kingston Meadow and the passing places installed along The Drift.

17 Public Participation

5. A resident felt that the parking restrictions imposed at Kingston Meadow had not been properly considered as the no return policy affected users of the hall and visitors to the meadow adversely, this view was supported by other attendees and on social media. The Clerk responded that the PC and GBC Councillors were making representations to have the no return policy amended.
6. SCC Councillor Julie Iles reported that she was unaware of the start date for The Drift Golf Club project. .
7. Julie Iles reported that despite the heavy rain Ockham Road North was relatively clear of surface water, the benefit of recent jetting. The blocked drain on Ockham Road South at The Duke of Wellington will be cleared when traffic management and a suitable jetting vehicle is available.
8. A resident reported that the broken BT manhole on ORN had been replaced. There are also two road warning signs down in Crocknorth Road.
9. A resident asked if the PC would be making representations regarding the night closure of local fire stations as this could risk lives. Julie Iles said that the dangers had been misrepresented and she would provide the Fire Brigade analysis.
10. GBC Councillor Catherine Young complemented the PC on the installation of the planters. This was supported by other attendees.
11. Catherine Young reported that GBC Councillor Tim Anderson was following up on fly tipping issues in the area..
12. A resident reported that there had been an accident at the junction of The Drift and Forest Road damaging fences on both sides of Forest Road bridge.

18 Planning & Environment Committee

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

- 19 Financial Matters**
14. The list of cheques issued since the previous meeting were approved, these totalled £4940.60 (Appendix 5)
- 20 To Agree the Internal Audit Report 2018-19**
15. The Council were satisfied with the internal audit and accepted its content.
- 21 To Agree the Annual Governance Statement 2018-19**
16. The Council agreed that the statement accurately described the systems in place. The Chairman and Clerk signed the document.
- 22 To Agree the Accounting Statement 2018-19**
17. The Council agreed that the figures accurately stated the financial position of the Council. The Chairman and Clerk signed the document.
- 23 To Approve Signatories to the PC Bank Accounts**
18. The Council agreed to the current signatories.
- 24 To Agree the Direct Debits and Standing Orders**
19. The Council agreed the regular payments by Direct Debit and Standing Order.
- 25 To Agree to Renew Membership of CPRE**
20. The Council declined to renew membership.
- 26 To Discuss Vision 33 ‘Conversation’**
21. The opportunity for residents and businesses to comment on potential ideas for Station Parade will be held on Saturday 22nd June from 9am until 1.00pm at Station Parade.
- 27 To Agree to Change Email Provider**
22. The Council agreed to move the Council email account to Office 365. This will cost £450 per year an additional cost of £257 annually. *LGA 1972 S142*
- 28 To Agree to Expenditure on Street Signs and a Mirror**
23. The Council agreed to spend £350 on sign repairs and a new mirror. *RTRA1984 s72*
- 29 To Agree to Expenditure on Dropped Kerbs**
24. It was proposed to have a joint project with SCC Highways to drop 4 sets of kerbs on Forest Road at Effingham Jct. SCC Councillor Julie Iles offered to fund this from her Highways Allocation. The PC thanked her for this.
- 30 To Agree to Making a Contribution to Judicial Review Legal Expenses**
25. This item was deferred for further information to be sought.
- 31 Task Group Progress Reports**
26. Vision Task Group. (*Antony Etwell*) No additional information
27. Road Safety and Maintenance. (*Andrew Franklin*) No Report
28. Communications Task Group. (*Stephen Groom*) Action points have been circulated from recent meeting. The Summer Newsletter will be distributed on 11th June. Greater engagement with younger members of the community is being actioned.
29. Community Activities & Allotments Task Group. (*Stephen Skinner*) Grace & Flavour have an open day on 29th June 10am until 4pm.
30. Village Appearance Task Group. (*Aileen Aitcheson*) No Report
31. Business Liaison Task Group (*Colin Carmichael*). A meeting was held with Stephen Groom and the Clerk, a number of business people will be approached to join the group and Guildford Rural Economy Team will be contacted.
32. Woodland, Meadow and Footpath Task Group. (*John Carr.*) No Report
- 32 Report on External Meetings**
33. None
- 33 To Approve the Date of the Next Meeting of the Council**
34. The next meeting is scheduled for Monday July 15th at 7.30pm in the Lovelace Room, East Horsley Village Hall.

Chairman

16th April 2019

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Appendix 4: **PLANNING & ENVIRONMENT COMMITTEE Report** **New planning applications considered by the Committee** **between 29th March 2019 & 21st May 2019** **and dealt with under delegated authority:**

Application	Committee Response
Marley Cottage, Ockham Road South, East Horsley, Leatherhead, KT24 6QE Ref. No: 19/P/00449	No Objection
Sussex Cottage, The Warren, East Horsley, Leatherhead, KT24 5RH Ref. No: 19/P/00471	No Objection
Ashenhurst, Orchard Close, East Horsley, Leatherhead, KT24 5EZ Ref. No: 19/P/00504	No Objection
Common View, Forest Lane, Effingham Junction, East Horsley, Leatherhead, KT24 5HN Ref. No: 19/P/00480	No Objection
Saulire, Guildford Lodge Drive, East Horsley, Leatherhead, KT24 6RJ Ref. No: 19/P/00514	Objection
Saulire, Guildford Lodge Drive, East Horsley, Leatherhead, KT24 6RJ Ref. No: 19/P/00515	No Objection
Fairmile, Pennymead Rise, East Horsley, Leatherhead, KT24 5AL Ref. No: 19/P/00555	No Objection
Intilis, Surrey Gardens, Effingham Junction, Leatherhead, KT24 5HH Ref. No: 19/P/00569	Objection
Green Dene Croft, Green Dene, East Horsley, Leatherhead, KT24 5TA Ref. No: 19/P/00557	No Objection
High Brambles, Park Corner Drive, East Horsley, Leatherhead, KT24 6SE Ref. No: 19/P/00594	Objection
11 The Ridings, East Horsley, Leatherhead, KT24 5BN Ref. No: 19/T/00045	No Objection
Sherwood, Ockham Road South, East Horsley, Leatherhead, KT24 6QJ Ref. No: 19/P/00566	Objection
Hermiston, Ockham Road North, East Horsley, Leatherhead, KT24 6NT Ref. No: 19/T/00080	No Objection
Willow, Forest Close, East Horsley, Leatherhead, KT24 5BU Ref. No: 19/P/00614	Objection
Briarwood, Norrels Drive, East Horsley, Leatherhead, KT24 5DR Ref. No: 19/P/00577	No Objection
2 Forest Gate, East Horsley, Leatherhead, KT24 5AU Ref. No: 19/T/00083	No Objection
Land to the rear of Kirkwood, The Jays and Bramfield, Ockham Road North, East Horsley, KT24 6NU Ref. No: 19/P/00635	Objection
9 Parkside Close, East Horsley, Leatherhead, KT24 5BY Ref. No: 19/P/00651	No Objection

Intilis, Surrey Gardens, Effingham Junction, Leatherhead, KT24 5HH Ref. No: 19/P/00641	Objection
Oak Lodge, Lynx Hill, East Horsley, Leatherhead, KT24 5AX Ref. No: 19/P/00477	Objection
Bishopsgate Lodge, Ockham Road South, East Horsley, Leatherhead, KT24 6DT Ref. No: 19/P/00498	No Comment
Monks Croft, Manor Close, East Horsley, Leatherhead, KT24 6SB Ref. No: 19/P/00659	Objection
Bishopsgate Lodge, Ockham Road South, East Horsley, Leatherhead, KT24 6DT Ref. No: 19/P/0049	No Comment
Hermiston, Ockham Road North, East Horsley, Leatherhead, KT24 6NT Ref. No: 19/T/00090	Objection
Land rear of Chicane and Quintons, Ockham Road North, East Horsley, KT24 6PU Ref. No: 19/P/00634	Objection
Romers, Park Corner Drive, East Horsley, Leatherhead, KT24 6SE Ref. No: 19/P/00688	No Objection
Land north of Wayfares, The Warren, East Horsley, Guildford, KT24 5HR Ref. No: 19/P/00638	Objection
Bugles, 1 Lovelace Cottages, St Martins Close, East Horsley, Leatherhead, KT24 6SU Ref. No: 19/T/00094	Objection
Pippins, Cobham Way, East Horsley, Leatherhead, KT24 5BH Ref. No: 19/P/00750	No Objection
Cedar House, Lark Rise, East Horsley, Leatherhead, KT24 6TN Ref. No: 19/P/00727	No Objection
Woodstock, Forest Road, East Horsley, Leatherhead, KT24 5ES Ref. No: 19/P/00759	No Objection
Saulire, Guildford Lodge Drive, East Horsley, Leatherhead, KT24 6RJ Ref. No: 19/T/00106	Objection
Oakwood House, Norrels Drive, East Horsley, Leatherhead, KT24 5DL Ref. No: 19/P/00784	Objection
Little Orchard, Orchard Close, East Horsley, Leatherhead, KT24 5EZ Ref. No: 19/P/00810	Objection

**DECISIONS reported by Guildford Borough Council between
8th April 2019 & 21st May 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/00252	Beech Grove, The Warren, East Horsley, Guildford, KT24 5RH	No Objection	Refused

APPEALS Submitted or Decided between 8th April 2019 & 21st May 2019

Reference	Location	Proposal	Appeal Submitted	Appeal Decided	Outcome
19/P/00070	High Brambles, Park Corner Drive, East Horsley, Leatherhead, KT24 6SE	Demolition of bungalow, and erection of a pair of semi-detached houses.	22/05/2019		

Appendix 5: PAYMENTS APPROVED

Payments Authorised by Councillors between 12th March 2019 & 8th April 2019

Payment Type	Date	Payee	Reason	Powers	Amount £	Signatory 1	Signatory 2
Internet	11.04.19	Pennyhill Timber	Planters	Highways Act 1980	1050.91	SJS	JC
Internet	15.04.19	Jason Lee	Toilet Cleaning	LGA 1972 s111	620.00	AJA	JC
Internet	15.04.19	Jason Lee	Toilet Cleaning	LGA 1972 s111	250.00	AJA	JC
Internet	15.04.19	Jason Lee	Village Warden	Highways Act 1980	840.75	AJA	JC
Internet	23.04.19	SALC	Training	LGA 1972 s111	48.00	AJA	JC
Internet	23.04.19	Village Hall	Room Hire	LGA 1972 s111	21.04	AJA	JC
Internet	23.04.19	Village Hall	Annual Service Charge	LGA 1972 s111	1464.90	AJA	SJS
Internet	23.04.19	Village Hall	Room Hire	LGA 1972 s111	51.00	AJA	SJS
Internet	23.04.19	Smile IT	PC Service	LGA 1972 s111	108.00	AJA	SJS
Internet	23.04.19	SLCC	Membership	LGA 1972 s111	40.00	AJA	SJS
Internet	23.04.19	SLCC	Membership	LGA 1972 s111	196.00	AJA	SJS
Internet	23.04.19	Fair FX	Debit Card	LGA 1972 s111	250.00	AJA	SJS
				Total	4940.60		

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